



GOVERNMENT OF KERALA

Abstract

Social Justice Department - ICDS Scheme - Monitoring and Review Committees-constituted
Roles and responsibilities of each committee- guidelines sanctioned- orders issued.

SOCIAL JUSTICE (B) DEPARTMENT

GO(Rt) No.271/2013/SJD

Dated, Thiruvananthapuram : 4.06.2013

Read: 1) Letter No. F.No. 16-8/2010-ME dated 31.3.2011 and 15.6.2012 from the
Ministry of Women and Child Development, Government of India;
2) G.O(Rt) No. 216/13/SJD dated 15.5.2013.

ORDER

As per Government Order read as 2nd paper above, the State Level Monitoring and Review Committee(SLMRC), District Level Monitoring and Review Committee (DLMRC) Block Level Monitoring Committee (BLMC) and Anganwadi Level Monitoring and Support Committee (ALMSC) to review the progress of implementation of ICDS in the State have been constituted in line with the guidelines of Government of India.

2. Government are now pleased to issue the roles and responsibilities of each committee (SLMRC, DLMRC, BLMC & ALMSC) as appended to this order and specified in the guidelines issued by Government of India read as 1st paper above for the proper functioning of the system.

By order of the Governor,

GOVINDAN NAMBOODIRI V.S.

Additional Secretary

To

The Director of Social Justice, Thiruvananthapuram.
All members of the Committee (through Director of Social Justice)
The Principal Accountant General (Audit), Kerala Thiruvananthapuram.
The Accountant General (A&E), Kerala Thiruvananthapuram.
The Accountant General (DB Cell), Kerala Thiruvananthapuram.
Information and Public Relations Department.
Local Self Government Department.
Stock file, O.C.

Forwarded/By order

Section Officer

I. STATE LEVEL MONITORING & REVIEW COMMITTEE (SLMRC) ON ICDS

The State level Committee will monitor and review the following issues and recommend appropriate actions:

- i. Overall progress with regard to:
 - a) *Universalization of ICDS - status of operationalisation of sanctioned projects/AWCs, coverage of all habitations/hamlets in the State and factors coming in their way;*
 - b) *Preparation and implementation of State Annual Programme Implementation Plan (APIP) in ICDS;*
 - c) *Status of nutritional status of children below 6 years - weighing, roll out of WHO Growth standards and joint Mother and Child Protection Cards; district-wise comparison of proportion of moderate and severely undernourished children; Measures being taken for addressing them and progress thereon on half yearly basis;*
 - d) *Performance of non-formal preschool education provided at AWCs; Methodology and participation of children in non-formal -preschool education at AWCs: use of locally developed learning and play materials, toy bank and other initiatives;*
 - e) *Identification of low performing districts -in ICDS and factors responsible for it.*
- ii) Convergence with line departments/ programmes:
 - a) *Health/NRHM: Status of full immunization at AWCs, provision of ante-natal and health check-ups, referral services and supply of micronutrients (Vit-A, IFA, de-worming tablet) to AWCs. Functioning of VHND, VHSC and promotion of IYCF.*
 - b) *Water & Sanitation: Provision of portable water and sanitation facility at AWCs through convergence with Total Sanitation Campaign and Rajiv Gandhi National Drinking Water Mission or any other schemes of State Govt.;*
 - c) *Sarva Siksha Abhiyan (SSA): Re-location of AWCs with primary schools, integration of PSE in AWCs, support from SSA, etc.*
 - d) *PRI; Involvement of PRIs and community in overseeing and coordinating the delivery of services at AWCs;*
- iii. Coverage in general and, specifically, of SC/ST/Minority habitations/beneficiaries against the surveyed population;
- iv. Other issues relating to programme implementation and actions thereon with respect to:
 - a) *Regularity of functioning of AWCs - overall and specifically, those in SC/ST/minority concentrated habitations;*
 - b) *Manpower vacancies of AWW/Supervisor/CDPO level and their training status;*
 - c) *Fund flow and timely payment of honoraria to AWWs/AWHs;*
 - d) *Availability of funds for POL, contingency etc at district/block level and flexi-fund at AWC level as per revised norms;*
 - e) *Disruption in supply of supplementary nutrition at AWCs as per revised norms and reasons for it, such as method of delivery, engagement of SHGs etc;*
 - f) *Arrangement for fortification of supplementary food and use of iodized salt at AWCs;*
 - g) *Methodology and participation of children in non-formal preschool education at AWCs;*
 - h) *Procurement and supply of essential items to AWCs as per norms;*

- i. *Monitoring and supervision visits by officials at different levels as per norms;*
- jj. *Engagement of ICDS functionaries in non-ICDS activities and arrangements to desist them from it;*
- k. *Any other matter as may be relevant for improved implementation;*
- v. *Improving the AWC Infrastructure: Construction of AWC buildings by converging funds from under different schemes/programmes, such as BRGF, MSDP, MPLADs etc.;*
- vi. *Use of IEC in creating awareness about ICDS services/health and nutrition issues and possibility of convergence with IEC activities under other schemes/ programmes.*

II. DISTRICT LEVEL MONITORING & REVIEW COMMITTEE (DLMRC) ON ICDS

The District level Committee will monitor and review block/project-wise progress of implementation of the Scheme and suggest/take appropriate corrective actions with regards to following issues:

i. Overall progress in implementation with regard to:

a. Status of Operationalization of all sanctioned projects /AWCs, coverage of all habitations/hamlets in the district, especially SC/ST and minority concentrated and remote areas.

b. Coverage of beneficiaries: Block-wise analysis of registered vs. actual beneficiaries for supplementary nutrition and preschool education at AWCs as against surveyed population;

c. Regularity in supply and quality of supplementary nutrition at AWCs: provision of take home ration, morning snacks and hot cooked meals for stipulated number of days in a month and block-wise comparison of feeding efficiency;

d. Nutritional status of children 0-3 years and 3- 6 years - weightment, roll out of WHO growth standards and joint Mother and Child Protection Cards; block-wise comparison of proportion of moderate and severely undernourished children: Measures being taken for addressing them and progress thereon on half yearly basis;

e. Performance of non-formal preschool provided at AWCs;

ii. *Coordination and convergence with line departments /programmes:*

a. Health/NRHM: Immunization of children at AWCs, ante-natal and health check-ups, referral services and supply of micronutrients (Vit-A, IFA, de-worming tablet) to AWCs; Functioning of VHSC, VHND and promotion of IYCF; joint visits of health and ICDS functionaries to AWCs, and houses;

b. Water & Sanitation: Provision of portable water and sanitation facility at AWCs;

c. Sarva Siksha Abhiyan (SSA): Co-location of AWCs with primary schools, integration of PSE in AWCs, support from SSA, etc.

d. PRIs: involvement of PRIs and community in overseeing and coordinating the delivery of services at AWCs;

iii. *Other issues relating to programme implementation and actions thereon with respect to:*

a. Regularity of functioning of AWCs - overall and specifically those in SC/ST/minority concentrated habitations.

b. Manpower vacancies at AWW/Supervisor/CDFO level and training status of functionaries;

c. Payment of bonoraria to AWWs/AWH and travelling allowances to Supervisors;

d. AWC Infrastructure: Construction of AWC buildings through convergence with other schemes/programmes.

- e. Supply of essential items to AWCs - medicine and PSE kits, weighing scales, joint MCP card, WHO Growth Chart, etc.;
 - f. Availability of funds for POL, contingency etc at district/block level and flexi-fund at AWC level as per the revised norms;
 - g. Mobility of CDPOs/Supervisors - availability of vehicles and non requisitioning of programme related vehicles;
 - h. Monitoring and supervision visits by CDPOs/Supervisors to AWCs as per norms and submission of reports;
 - i. Method (s) of delivery of supplementary food at AWCs - engagement of SHGs and use of iodized salt at AWCs and addition of leafy vegetables;
 - j. Methodology used and participation of children in non-formal preschool education at AWCs; use of locally developed learning and play materials, toy bank and other initiatives;
 - k. Engagement of ICDS functionaries in non-ICDS activities and arrangements to desist them from it;
 - l. Identification of low performing blocks in ICDS implementation and factors responsible for it;
 - m. Any other matter as may be relevant for improved implementation.
 - iv. Financial issues: Fund flow and status of component-wise allocation and expenditures during the reported period and adherence to revised financial norms prescribed by GoI;
 - v. Complaints/grievance redressal mechanism: Actions on **the complaints received** from individuals, community, PRIs, etc regarding ICDS services such as regularity in AWC functioning, quality of supplementary nutrition, etc and ICDS functionaries;
 - vi. IEC: Preparation and undertaking of IEC action plan on issues like location of AWCs, services available under ICDS, entitlement of beneficiaries, grievances redressal mechanism, etc;
- Note: The following sources of information may be used for the review meeting:

- a. Minutes and reports of the Block Level Monitoring Committees;
- b. Analysis of Block Monthly Progress Reports (MPRs) and Block Annual Status Reports (ASRs);
- c. Reports of field visits by Members of the Committee, and other officials in the district and any evaluation/assessment report; and

III. BLOCK LEVEL MONITORING COMMITTEE (BLMC) ON ICDS

The Block level Committee will monitor and review the following issues and suggest/ take appropriate actions:

- i. Overall progress in implementation with regard to:
 - a. Coverage of all habitations/hamlets in the block, especially in SC/ST and minority concentrated and remote areas;
 - b. Coverage of beneficiaries: Sector-wise analysis of registered vs. actual beneficiaries for supplementary nutrition and preschool education at AWCs as against surveyed population;
 - c. Quality of supplementary nutrition;
 - d. Nutritional status of children 0-3 years and 3-6 years - weightment, roll out of WHO growth standards and joint Mother and Child Protection Cards; sector-wise comparison of proportion of moderate and severely undernourished children; Measures being taken for addressing them and progress there on half yearly basis;
 - e. No. of AWCs providing take home ration, morning snacks and hot cooked meals for more than 21 days in the reporting month;
 - f. Number of AWCs which organized the monthly Village and Health Nutrition Days (VHNDs) and details of activities undertaken during VHNDs.
- ii. Coordination and convergence with line departments/programmes:
 - a. Health/NRHM: Joint planning and implementation of timely immunization of children at AWCs, ante-natal and health check-ups, referral services and supply of micronutrients (Vit-A, IFA, de-worming tablet) to AWCs; Functioning of VHND and promotion of YCF; planned visits of ANM to AWCs;
 - b. Water & Sanitation: Provision of portable water and sanitation facility at AWCs;
 - c. PRIs: Involvement of PRIs and community in overseeing and co-ordinating the delivery of services at AWCs;
- iii. Other issues relating to programme implementation and actions thereon with respect to:
 - a. Regularity of functioning of AWCs - overall, and specifically, those in the SC/ST/minority concentrated habitations and submission of MPRs by AWCs;
 - b. Manpower vacancies at AWCs/Superior K/DPL level and their training

- c. *Payment of honoraria to AWWs/AWHs and travelling allowances to Supervisors;*
 - d. *AWC infrastructure: Construction of AWC buildings through convergence with other schemes/programmes;*
 - e. *Status of supply of all essential items to AWCs (Medicine and PSE kits, weighing scales, joint MCP card, WHO Growth Chart, etc);*
 - f. *Availability of funds for POL, contingency etc at the block level and flexi-fund at AWC level as per revised norms;*
 - g. *Home visits by AWWs during critical contact periods - counselling of pregnant and lactating mothers and families of children under two on key health and nutrition issues;*
 - h. *Supportive supervision by the Supervisors, organization of sector level review meetings; analysis of MPRs; etc [To review frequency of supervisory visits and reasons for lower than expected frequency]*
 - i. *Observance of Village Health & Nutrition Days (VHNDs) - participation of ANM and PRI Members;*
 - j. *Method(s) of delivery of supplementary nutrition at AWCs - engagement of SHGs and use of iodized salt at AWC;*
 - k. *Methodology and participation of children in non-formal preschool education at AWCs - use of locally developed learning and play materials, toy bank and other initiatives;*
 - l. *Engagement of AWWs and Supervisors in non-ICDS activities and arrangement to desist them from it;*
 - m. *Identification of low performing AWCs/Sectors in ICDS implementation and factors responsible for it;*
 - n. *Any other matter as may be relevant for improved implementation.*
- iv. *Complaints/grievance redressal mechanism: Actions taken on the complaints received from individuals, community, PRIs, etc regarding ICDS services such as regularity in AWC functioning, quality of supplementary nutrition, etc and also on dereliction of duties by Supervisors/AWWs;*

Note: The following sources of information may be used for the review meeting:

- a. Minutes and reports of the AWC Level Monitoring Committees;
- b. Analysis of AWC Monthly Progress Reports (MPRs)/Annual Status Reports (ASRs);
- c. Reports of field visits to AWCs by Members of the Committee, and other officials in the block/district;
- d. Reports from the public /media (if any).

IV. ANGANWADI LEVEL MONITORING & SUPPORT COMMITTEE (ALMSC) ON ICDS

The Anganwadi level Committee will review and take/suggest actions to improve delivery of services at the AWC. The Committee is authorized and expected to play the following roles:

- i. Check regularity of functioning of AWC;
- ii. Ensure coverage of **all** eligible beneficiaries as against the surveyed population;
- iii. Review status of supply of supplementary food to all beneficiaries for at least 21 days in a month;
- iv. Review nutritional status of children 0-3 years and 3-6 years, weighment, availability of new WHO Growth Charts and joint Mother & Child Protection Card; and number of moderate and severely undernourished children and steps taken;
- v. Review functioning of non-formal PSE - activities per day, development/use of local learning and play materials; organization of parents meet; etc
- vi. Ensure participation of AWWs at VHSC meetings;
- vii. Ensure participation of at least one of the Members (other than AWW, ASHA and ANM) on the monthly Village Health and Nutrition Day at each AWC and to ensure that it is well-organized and well-attended, and that: all due services are rendered on that day;
- viii. Review facilities available at the AWC in the light of established norms (Infrastructure including clean water, functioning toilet, play area, PSE/ medicine kits, cooking utensils, etc);
[The Committee may consider ways of locally strengthening the AWC infrastructure mobilizing resources from the community/other schemes]
- ix. Review receipt and utilization of consumables such as food supplements and medicines as well as physical stocks;
 - Find reasons for any shortfalls from expected norms, or discrepancies in stocks;
 - * Document and report such shortfalls and discrepancies to the Block Level Monitoring Committee and CDPO;
- x. Attend to any local disputes related to the AWC or AWW, and resolve such disputes amicably; flag unresolved disputes to the Gram Panchayat or Block level Monitoring Committees;
- xi. Interact with the AWW/ICDS Supervisor to understand reasons for any short falls in services provided at the AWC, and find ways to locally strengthen services or correct shortfalls, formally document and report unresolved issues to the Block Level Monitoring Committee, with a copy to CDPO, MO/PHC and Gram Panchayat as appropriate & concerned.
- xii. Any other matter as may be relevant for improving service delivery.

NOTE:

- i. To ensure any/all of the above, the AWC level Committee Members are expected to:
 - a) *Familiarize themselves with the objectives and spirit of the ICDS programme.*
 - b) *Familiarize themselves with the established norms and guidelines for ICDS by obtaining a copy of such guidelines from the Block Level Monitoring Committee; interact with Members of the Block level Monitoring Committee, or the Supervisor or CDPO, or with the LFI or MOPIIC to seek any clarifications regarding these norms.*
 - c) *Visit the AWC periodically and interact with other members of the community to enquire about the functioning of the AWC.*
 - d) *Convene a monthly meeting to transact its business, preferably soon after the preparation of the AWC MPR, and maintain minutes recording the attendance of Members, issues reviewed, findings, and action taken.*
 - e) *Send a copy of the minutes of the monthly meeting to the Block Level Monitoring Committee.*
- ii. On any issue, while it is always preferable to have negotiated and unanimous decisions, the Members present may take decisions based on guidelines and norms. Unresolved issues may be sent to higher level for direction.
- iii. The Committee and its Members will conduct their business in a manner that does not disturb the day-to-day activities of the AWW/ AWC.

Attention - Mr. S.K. PATNAIK, Under Secretary to Govt. M.W.C.D.



GOVERNMENT OF KERALA

Abstract

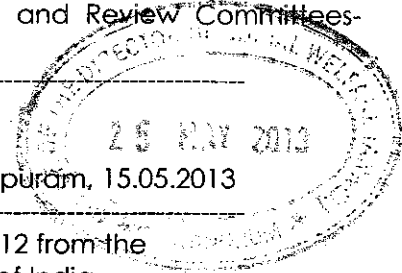
Social Justice Department - ICDS Scheme - Monitoring and Review Committees- constituted - orders issued.

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SOCIAL JUSTICE (B) DEPARTMENT

GO(Rt) No.216/2013/SJD

Dated, Thiruvananthapuram, 15.05.2013



Read: 1) Letter No. F.No. 16-8/2010-ME dated 31.3.2011 and 15.6.2012 from the Ministry of Women and Child Development, Government of India.
2) Letter No. ICDS -B1-12243/11 dated 12.6.2012 from the Director of Social Justice, Thiruvananthapuram.

ORDER

Government are pleased to constitute the State Level Monitoring and Review Committee (SLMRC), District Level Monitoring and Review Committee (DLMRC), Block Level Monitoring Committee (BLMC) and Anganwadi Level Monitoring and Support Committee (ALMSC) on ICDS with the following members to review the progress of implementation of ICDS scheme, inline with the guidelines of Government of India read as 1st paper above.

1. State Level Monitoring and Review Committee (SLMRC) on ICDS.

Chief Secretary	Chairperson
Additional Chief Secretary, Social Justice Department	Convenor
Principal Secretary, Planning and Economic Affairs	Member
Principal Secretary, Health and Family Welfare	
Principal Secretary, Finance Department	"
Principal Secretary, LSGD	"
Principal Secretary, Water Resources Department	"
Secretary, LSGD(Rural Development)	"
Secretary, General Education Department	"
Secretary, Agriculture Department	"
Secretary, Food & Civil Supplies Department	"
Shri. M.I.Shanavas, Member of Parliament	"
Shri. M.K.Rahavan, Member of Parliament	"
Shri. E.T.Mohammed Basheer, Member of Parliament	"
Shri. A.Sampath, Member of Parliament	"
Shri. Jose K. Mani, Member of Parliament	"
Shri. T.N.Prathapan, Member of Legislative Assembly	"
Shri. K. Sivasdasan Nair, Member of Legislative Assembly	"
Shri. M.V.Sreyams Kumar, Member of Legislative Assembly	"

Shri. N.Samsudheen, Member of Legislative Assembly	"
Smt. Aysha Potty, Member of Legislative Assembly	"
State Mission Director, National Rural Health Mission	"
Regional Director, NIPCCD, Bangalore	"
State Nutrition Officer	"
Principal, Middle Level Training Centre(MLTC)	"
Principal, Anganwadi Worker Training Centre(AWTC)	"
Executive Director, Kudumbashree	Special Invitee
State Project Director, Sarva Shiksha Abhiyan	Special Invitee
Executive Director, Suchitwa Mission	Special Invitee
Director, Child Development Centre, Thiruvananthapuram	Special Invitee
Head, Department of Community Medicine, Medical College, Thiruvananthapuram.	Special Invitee
Director, Social Justice Department	Member Secretary

2. District Level Monitoring & Review Committee (DLMRC) on ICDS

District Panchayat President	Chairperson
District Collector	Vice Chairperson
Programme Officer, District Level ICDS Cell	Member Secretary & Convenor
Deputy Director of Panchayaths	Member
Deputy Director of Education	"
District Medical Officer	"
District Supply Officer	"
District Social Justice Officer	"
District Project Officer, SSA	"
District Planning Officer	"
Joint Director of Agriculture	"
District Project Officer, MGNREGS	"
Superintending Engineer, Water Authority	"
Principal, Anganwadi Training Centre for the District	"

3. Block Level Monitoring Committee (BLMC)

Block Panchayath President	Chairperson
Block Development Officer/Block Panchayat Secretary	Vice Chair person
Child Development Project Officer	Convenor
All Panchayath Presidents	Members
Medical Officer PHC	Member

draft

(3)

Block Panchayath Officer	Member
Assistant Educational Officer	Member
Agricultural Officer	Member
Supervisors-2 (on rotation basis)	Member

4. Anganwadi Level Monitoring and Support Committee (ALMSC) on ICDS

Panchayat/ward member	Chairperson
Anganwadi Worker	Convenor
ICDS Supervisor	Member
2 members of Mahila Samajam of the locality	"
2 members of SHG's	"
Medical Officer, PHC	"
Community (Teachers/ Retired Govt Officials/Parents of Children attending AWC)	"
2 representatives of ASHA Workers	"

By order of the Governor,
Dr. K.M Abraham
Additional Chief Secretary

To

- ~~The~~ Director of Social Justice, Thiruvananthapuram.
- All members (through Director of Social Justice)
- The Principal Accountant General (Audit), Kerala Thiruvananthapuram.
- The Accountant General (A&E), Kerala Thiruvananthapuram.
- The Accountant General (DB Cell), Kerala Thiruvananthapuram.
- Information and Public Relations Department.
- Local Self Government Department.
- Stock file, O.C.

Forwarded/By order


Section Officer

Copy to : PS to Minister (Panchayat and Social Justice),
Additional Secretary to Chief Secretary
PA to Additional Chief Secretary, Social Justice Department.
CA to Additional Secretary, Social Justice.
Under Secretary II Social Justice Department.



GOVERNMENT OF KERALA

Abstract

Social Justice Department - ICDS Scheme- Monitoring and Review Committees constituted-
schedule for convening the meeting of the Committees- orders issued.

SOCIAL JUSTICE (B) DEPARTMENT

GO(Rt) No. 432/2013/SJD

Dated, Thiruvananthapuram, 24.08.2013

Read:(1) G.O(Rt) No. 282/2000/SWD dated 29.09.2000.

(2) G.O(Rt) No. 216/13/SJD dated 15.5.2013.

(3) G.O(Rt) No. 271/13/SJD dated 14.6.2013.

(4) Letter No. ICDS.B1-12243/11 dated 22.7.2013 from Director of Social Justice,

Thiruvananthapuram.

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ORDER

As per the Government Order read as 2nd paper above, Government have constituted the Monitoring and Review Committees at State, District, Block and Anganwadi level. The guidelines have also been issued as per Government Order read as 3rd paper above. Now the Director of Social Justice, as per his letter read above, has requested Government to include the schedule for convening the meeting of these committees. He has also requested to cancel the co-ordination Committees constituted as per the Government Order read as 1st paper above.

(2) Government have examined the matter and are pleased to prescribe the schedule for convening the meeting of each committee constituted as per Government Order read as 2nd paper above as follows:-

1.	State Level Monitoring and Review Committee (SLMRC)	Every six months or earlier as and when required.
2.	District Level Monitoring and Review Committee (DLMRC)	At least once in a quarter or as and when required.
3.	Block Level Monitoring Committee (BLMC)	Once in a quarter
4.	Anganwadi Level Monitoring & Support Committee (ALMSC)	Once in a month

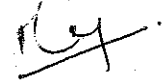
(3) The co-ordination Committees constituted as per Government Order read as 1st paper above is hereby dissolved.

By order of the Governor,
GOVINDAN NAMBOODIRI.V.S
Additional Secretary

To

The Director of Social Justice, Thiruvananthapuram.
All members of the Committee (through Director of Social Justice)
The Principal Accountant General (Audit), Kerala Thiruvananthapuram.
The Accountant General (A&E), Kerala Thiruvananthapuram.
The Accountant General (DB Cell), Kerala Thiruvananthapuram.
Information and Public Relations Department.
Stock file, O.C.

Forwarded/By order



Section Officer