

F.No.9-5/2012 -IGMSY
Government of India
Ministry of Women & Child Development

Shastri Bhawan, New Delhi
Dated: 23.04.2013

To,

Principal Secretaries/Secretaries/Administrators, DWCD/ for the States/UTs of Kerala, Puducherry, Delhi, Andhra Pradesh, Himachal Pradesh, Lakshadweep and Chhattisgarh

Subject: Implementation Phase II of Direct Benefits Transfer (DBT) for IGMSY Scheme

This is in connection with the rollout of Aadhaar enabled Direct Benefit Transfer (DBT) under Indira Gandhi Matritva Sahyog Yojana (IGMSY). At present nine districts in nine States are covered for the first phase of implementation of DBT for IGMSY scheme. They are Amaravati (Maharashtra), North Goa (Goa), Dharwad (Karnataka), Chandigarh (Chandigarh), North-West Delhi (Delhi) and Diu (Daman and Diu), Udaipur (Rajasthan), West Sikkim (Sikkim) and Dhalai (Tripura).

2. For the Phase-II, which will start from 01.07.2013 as prescribed by PMO, seven districts for IGMSY scheme {Palakad (Kerala), Yanam (Puducherry), West Delhi (Delhi), Nalgonda (Andhra Pradesh), Hamirpur (Himachal Pradesh), Lakshadweep (Lakshadweep) and Dhamtari (Chhattisgarh)} out of list of 50 additional districts of UIDAI have been identified for DBT.

3. For effective implementation of Aadhaar-based cash transfer, there are some prerequisites to be in place. One of the important requirements of Aadhaar enabled transfer is digitization of beneficiary data. There must be high Aadhaar penetration level for all beneficiaries and beneficiaries should have bank/post office accounts, with all banks being Aadhaar-compliant.

4. Since your State falls under Phase-II of implementation of Aadhaar enabled cash transfer to IGMSY beneficiaries, there is a need for an all out efforts by the state government to obtain Aadhaar number for beneficiaries. For new beneficiaries under the scheme it should be ensured that they have Aadhaar cards/enrolment ID and an account in

either banks linked to CBS system or in the post office. This may again be communicated to DPO, CDPO and AWWs of these districts for strict compliance.

5. For the existing beneficiaries, for whom Aadhaar number is not available, AWW may advise the beneficiary to enrol herself at the nearest UIDAI registrar office. For such beneficiaries, it is advised that she gets enrolled with the local Aadhaar registrar before she can be registered as beneficiary under IGMSY scheme. At the time of enrolment for Aadhaar, an Enrolment ID number (14 -digit number) is provided by UIDAI. So, the AWW/supervisor/CDPO should be directed adequately to help the beneficiaries in their enrolment for Aadhaar number.

6. For commencing DBT, the following steps need to be undertaken:

i. As per the existing guidelines, the Aadhaar Number (which is a 12-digit unique number) of the beneficiaries (if available) is being collected at the Anganwari Centre (AWC) and is majorly available at AWC only. To ensure the Aadhaar enabled cash transfers, Aadhaar numbers along with the account details of the beneficiaries are to be sent with other details to the CDPO level, where digitisation of beneficiaries' data needs to be taken up immediately.

a. For compiling this information, this Ministry has designed a new proforma, to be filled by the AWW for each of the beneficiary (see attachment **Annexure B** titled '**Part II (C) Individual Record of Beneficiaries**') in addition to the existing monthly progress report. This proforma is to be filled up for the existing beneficiaries and for the new beneficiaries (not for the beneficiaries, who have already exited from IGMSY after receiving all the three instalments).

b. The Supervisors should collect these proformas from the AWCs under their charge and send them along with existing monthly report namely, 'Annex G(ii): Monthly Progress Report of IGMSY by Supervisor' to the CDPO for digitised compilation in Excel Sheet as per new proforma (see attachment **Annexure C** titled '**Annex G(iii) add: Additional Monthly Report of IGMSY by CDPO**'). First such report should be submitted by CDPO to DPO for onward transmission to this Ministry through the State Government on 15th May 2013.

c. The States may use services of additional manpower like data -entry operator for this purpose, for which the funds under the head 'contingency' of IGMSY may be utilised.

ii. For digitation purpose i.e. generating **Annexure C**, the CDPOs shall enter the data from **Annexure B** in a web-based application software developed by NIC (MWCD). This application is available in the Ministry's website www.wcd.nic.in. The user id and password is being sent separately to the IGMSY nodal officer and concerned DPOs. A user manual for operating the software is also available on the website, which can be accessed by using the user id and password. This software will facilitate generation of uniform database in Excel sheets by all the CDPOs.

- a. The software will also facilitate in generating payment advice based on Beneficiaries Aadhaar to concerned Bank for making payment to the beneficiaries Aadhaar enabled account. In case Aadhaar number is not available or if available, but not seeded with bank account, payment advice to the Bank is to be generated for NEFT transfer.
- b. An IEC campaign is to be initiated to inform the beneficiaries of the programme and to encourage enrolment in Aadhaar and opening bank account.
- c. Robust but easy to access grievance redressal systems must be put in place to mitigate unforeseen hardships, system failures etc. and to ensure there is no denial of service to beneficiaries without Aadhaar.

7. It is reiterated that if there are any post office accounts of the beneficiaries the money will be transferred to these accounts in the normal course of transfer as was being done earlier.

8. In the light of the above, it is requested to make all out efforts to adhere to the timelines for the effective implementation of Aadhaar enabled cash transfer (DBT) under IGMSY. A compliance report to be submitted to the Ministry at the earliest.

Yours sincerely,



(Lopamudra Mohanty)
Deputy Secretary to Government of India
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Copy to:

- a) **Director, DWCD** for the State of Palakad (Kerala), Yanam (Puducherry), West Delhi(Delhi), Nalgonda (Andhra Pradesh), Hamirpur (Himachal Pradesh), Lakshadweep (Lakshadweep) and Dhamtari (Chhattisgarh).
- b) **District Collectors** Palakad (Kerala), Yanam (Puducherry), West Delhi(Delhi), Nalgonda (Andhra Pradesh), Hamirpur (Himachal Pradesh), Lakshadweep (Lakshadweep) and Dhamtari (Chhattisgarh).
- c) **District Program Officer, ICDS** Palakad (Kerala), Yanam (Puducherry), West Delhi(Delhi), Nalgonda (Andhra Pradesh), Hamirpur (Himachal Pradesh), Lakshadweep (Lakshadweep) and Dhamtari (Chhattisgarh)



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CC:

Sr. EA for information and similar action in respect of Dhanlakshmi

Revised- PART II (C) INDIVIDUAL RECORD OF BENEFICIARIES
(to be filled by the AWW to facilitate cash transfer and digitization of beneficiaries list)

- 1) Reporting Month and Year: _____
- 2) Name of District, Project and Sector: _____
- 3) Name of AWC and Code: _____

[To be filled using information from Part II (A): Undertaking by the Beneficiary, Part II (B): Individual Record of Beneficiaries of IGMSY Register]

1	Full Name (in English)																		
2	Full Name (Recognized Language in State) (Optional)																		
3	Gender	F	E	M	A	L	E												
4		<input type="radio"/> Husband Name <input type="radio"/> Father's Name																	
5	Husband's/Father's name																		
6	Age (in complete years)	7		No. of live children															
8	Date of Registration under IGMSY (DD/MM/YY)	D	D	M	M	Y	Y	Y	Y										
9	Category (Tick one)	<input type="radio"/> SC			<input type="radio"/> ST			<input type="radio"/> Other											
10	Address Line 1(House No./ Bldg No./ Name Stair Well/Lift No.)																		
11	Address Line 2 (Sub Locality- 1, Sub Locality - 2)																		
12	Address Line 3 (Locality)																		
13	Address Line 4 (Name of Village with Sub District/Town/City)																		
14	Address Line 5 (District Name , State Name)																		
15	Pin Code																		

16	Address Line 6 (Country)	I	N	D	I	A														
17	Contact Telephone No. (if any)																			
18	Account In	<input type="radio"/> Bank <input checked="" type="radio"/> Post Office																		
19	Bank / Post Office Name																			
20	Bank Branch/ Post Office Address																			
21	Account No																			
22	IFSC Code (if available, for Banks only)																			
23	Aadhaar Number (if available, 12 digit)*																			
24	Enrolment Number (if Aadhaar is not available, 14 digit)																			
25	Instalment due under IGMSY [tick on due instalment]	<input type="checkbox"/> 1 st					<input type="checkbox"/> 2 nd					<input type="checkbox"/> 3 rd								

ADDITIONAL MONTHLY REPORT OF IGMSY by CDPO*(to be compiled in Excel Sheet from PART II(C): Individual Record of Beneficiaries)*

1. Reporting Month and Year: _____ / _____
2. A. Name of District and Code: _____ / _____
- B. Name of Project and Code: _____ / _____
- C. No. of Sectors in your Project: _____
3. A. No. of AWCs in your Project: _____
- B. No of AWCs for which the MPR is being submitted: _____

S. No.	Sector Name	Sector Code (if available)	AWC Name	AWC Code (if available)	Full Name (in English)	Full Name (Recognized Language in State) (Optional)	Gender	Husband / Father (Tick on One) H : Husband F: Father	Husband's /Father's name	Age (in complete years)	Date of Registration under IGMSY	No. of live children	Category (Tick on one)
1	2	3	4	5	6	7	8	9	10	11	12	13	14
							Female						SC/ ST / Other

Address Line 1 (House No./ Bldg No./Name, Stair Well/ Lift no)	Address Line 2 (Sub Locality - 1, Sub Locality-2)	Address Line 3 (Locality)	Address Line 4 (Name of Village with Sub District/ Town/City)	Address Line 5 (District and State Name)	Pin Code	Address Line 6 (Name of the Country)	Contact Telephone No. (if any)	Name of Bank /Post Office	Bank Branch/ Post Office Addresses	Account Number
15	16	17	18	19	20	21	22	23	24	25
						India				

IFSC Code (if available for Banks only)	Aadhaar Number (if available, 12 digit)	Enrolment Number (if Aadhaar is not available, 14 digit)	Instalment due under IGMSY (1/2/3)
26	27	28	29