2016

Resource Pool Development in Maharashtra under Umed

Contents

Introduction

Maharashtra State Rural Livelihoods Mission is community driven mission for eradication of poverty in Maharashtra ensuring inclusion of neglected, deprived and vulnerable poor in mainstream and their institutions for diversified sustainable livelihoods. MSRLM consistently focusing on CRP/Community centered CB activities in Maharashtra. Till date more than 5000 different types of CRPs already are in place and serving program as well as community.

As per the action plan mandated by Prime Minister's Office, and directives from NRLM, MORD, MSRLM is committed to develop about 20 - 40 Block Trainers in each block across the States who in turn roll-out the training to the community cadres, leaders, members and institutions by 2nd Oct. 2016.

This ambitious agenda focuses on development of resource pool at State, District and Block level for different themes. This resource pool will be included resource trainer from Community Cadre, leaders, CRPs, mission staff, and external experts professional.

This process note is a set of certain protocol & guidelines to execute the Resource pool development process under Umed. This document shall be gone through at committee and CEO, MSRLM for its approval. Once approval is received the further process will be done as per the protocol.

Objectives of Resource Pool Development:

- To establish dedicated resource Cell for developing and deploying CRPs, Master trainer Community Trainers at state, district and Clock level.
- To identify empanel, train and deploy for various themes from community cadre, community leaders, mission staff and external professionals.
- To develop plan for training for block and cluster.

As per the action plan submitted to the NRLM, Resource pool development strategy will be as below:

Resource Pool Development (Maharashtra)						
Type of RP Cadre	External RT	Community RT	Staff RT	Total	No of Block/Dist.	Total
State Level Resource pool	40	20	10	60	1	60
District Level RT (Intensive)	10	5	5	20	13	260
District Level RT (Non-Intensive)	8	1	1	10	21	210
Block Level Resource Pool (Intensive)	2	36	2	40	50	2000
Block Level Resource Pool (NI)	2	0	8	20	301	6020
						8550

Implementing Structure:

Implementing Architecture				
Activities	**SMMU Cell**	**DMMU/ DRDA**	**BMMU/ BDO**	**Remark**
Establishment of Resource Cell	√	√	√	By Respective unit.
Formation of Committees at State, Dist. & Block	√	√	√	By Respective unit.
Selection of RT (TOT) including Advertisement, sorting.	√			
Selection of RT from Community Cadre by VO/CLf		√	√	Dist/Block team will facilitate the process.
Training of RT (TOT) (Execution of Training activities)		√	√	
Monitoring of Training Activities	√	√	√	
Reporting of ToT Training Activities to SMMU and NRLM-MIS	√	√	√	
Execution of community training through (ToT Village or SHG/VO/CLF level)			√	

Committee formation:

Resource pool development committees will be formed at State, District and block level for ensuring overall Resource pool development process and planning and implementation of trainings. The committee will be comprised 3 to 4 members including PD/DMM/Thematic Managers/APO/BDO/Ext. Offi./CB etc. based on type of district and block.

Level Of Committee	Expected Members of Committee
State	1. Deputy Director – Non Intensive 4. State Mission Manager-IB 2. State Mission Manager- CB 5. State Mission Manager- HR 3. Mission Manager- FI 6. Mission Manager- Training
District Level Committee: **Intensive**	1. District Mission Manager 2. District Manager- SIIB/CB 3. District Manager – OS
District Level Committee: **Non- Intensive**	1. PD-DRDA 2. APO –Mahila 3. APO-Nominated by PD.
Block Level Committee: **Intensive**	1. Block Mission Manager 2. Block Manager- SIIB/CB 3. Block Manager - Nominated by BMM
Block Level Committee: **Non-Intensive**	1. BDO 2. Ext. Officer 3. Block Coordinator-2 – Nominated by BDO.

Empanelment of Resource Trainer: External

The empanelment process of State, District and Block level external Resource Trainer will be in the nature of request for empanelment through online advertisement on Umed website using jot form. Scrutiny of the applications to shall be done by State Resource Cell and validation and selection will be done State Resource Cell committee based on the selection criteria defined/specified in this document. The process flow chart explains below the overall selection process activities with explanations.

Empanelment of Resource Trainer: Community/CRPs

Under resource pool development more than 80% of the resource trainer will be identified from the community especially from the existing different cadre serving under Umed mission. These cadre selection and nomination for district and block level pool will be done through VO/CLF of respective cluster and block. And in Non-Intensive district will be from the resource cell committee. Overall responsibility of facilitation of selection process will be of District and block level resource cell unit/committee.
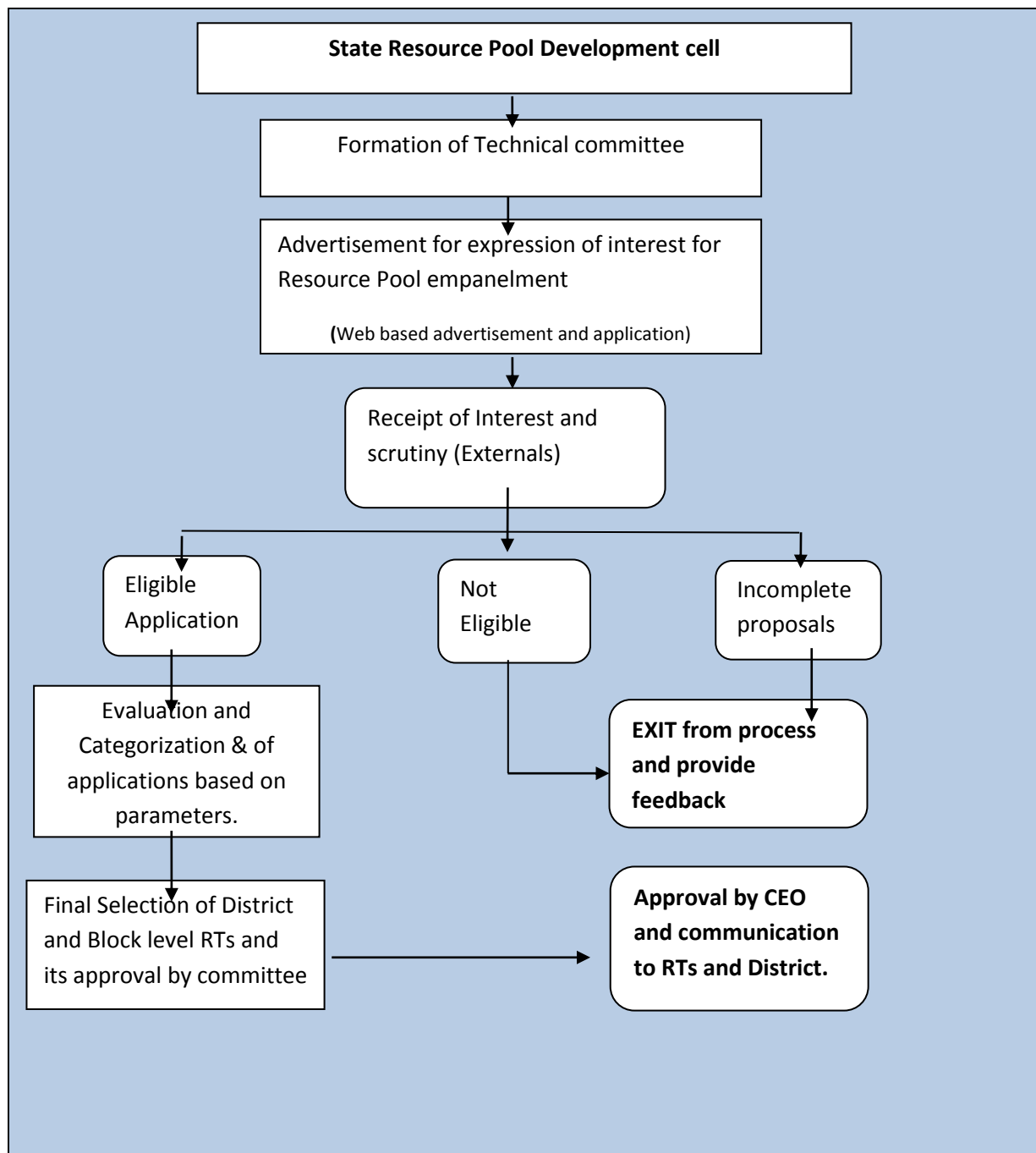
Monitoring structure:

State Resource Cell, SMMU will be responsible for overall supervision and monitoring of the resource pool development process and timely delivery of the training programs. To ensure more close monitoring and supervision decentralized monitoring structure will be as below:

Monitoring Mechanism:

Type of committee	Role of Committee in Monitoring	Role of External Resource Person in Monitoring (External)
State Level	- Development of Resource Pool development Plan and its execution. - Preparation of guidelines, modules, material etc. - Ensure formation of Dist and block level committees. - Review of district and block level progress as and when required. - Timely updates and report to Hon. CEO on progress. - Coordination with NRLM/NIRD and reports submission.	NA
District Level	- Ensuring timely implementation of TOT for district and block level resource team (External & Internal CRPS) - Coordination with block team for CRP selection process through VO/CLF/Committee. - Ensuring timely training program as per training calendar and reporting to State Level committee/Unit. - MIS Updating and online reporting of trainings/CRPs on NRLM –MIS.	Visit to districts/Block level training program for overall monitoring of trainings including: 1. Ensuring quality training delivery. 2. Observe and provide feedback on contain delivery, methodology and tools to organizer and trainer. 3. Take exit interview of participants for assessment of overall training program. 4. Submit report to State Resource cell.
Block Level	- Ensuring timely implementation of TOT for block level resource team (External & Internal CRPS) - Coordination with Cluster team for community BRT selection process through VO/CLF/Committee. - Ensuring timely training program as per training calendar and reporting to District Level committee/Unit. - Updating and online reporting of trainings/CRPs on NRLM –MIS.	Visit to districts/Block level training program for overall monitoring of trainings including: 1. Ensuring quality training delivery. 2. Observe and provide feedback on contain delivery, methodology and tools to organizer and trainer. 3. Take exit interview of participants for assessment of overall training program. 4. Submit report to State Resource cell.

Flow chart: Empanelment process

```
                    ┌─────────────────────────────────────────┐
                    │     State Resource Pool Development cell  │
                    └─────────────────────────────────────────┘
                                      │
                                      ▼
                    ┌─────────────────────────────────────────┐
                    │     Formation of Technical committee      │
                    └─────────────────────────────────────────┘
                                      │
                                      ▼
                    ┌─────────────────────────────────────────┐
                    │  Advertisement for expression of interest │
                    │  for Resource Pool empanelment            │
                    │                                           │
                    │  (Web based advertisement and application)│
                    └─────────────────────────────────────────┘
                                      │
                                      ▼
                    ┌─────────────────────────────────────────┐
                    │  Receipt of Interest and scrutiny         │
                    │  (Externals)                              │
                    └─────────────────────────────────────────┘
```

Eligible Application	Not Eligible	Incomplete proposals

Eligible Application → Evaluation and Categorization & of applications based on parameters. → Final Selection of District and Block level RTs and its approval by committee → **Approval by CEO and communication to RTs and District.**

Not Eligible → **EXIT from process and provide feedback**

Incomplete proposals → **EXIT from process and provide feedback**

RT Selection criteria and parameters: External resource Person.

External Resource Trainer	Minimum Eligibility (State Resource Trainer)	Minimum Eligibility (District Resource Trainer)	Minimum Eligibility (Bock Resource Trainer)
Education	Graduate in any discipline	Graduate in any discipline	Graduate in any discipline
Total Experience	More than 7 Years experience in Development sector (RD/WE/PRI/Liv/CB/FI/SMIB/CB etc)	More than 5 Years experience in Development sector (RD/WE/PRI/Liv/CB/FI/SMIB/CB etc)	More than 3 Years experience in Development sector (RD/WE/PRI/Liv/CB/FI/SMIB/CB etc)
Experience in Trainings as Resource	More than 5 years	More than 3 years	More than 2 years
Preference to the RPs who had working experience in any poverty eradication program.	10% weightage	10% weightage	10% weightage

RT Selection criteria and parameters: Community Resource Person:

Community resource Person.	Minimum Eligibility (State Resource Trainer)	Minimum Eligibility (District Resource Trainer)	Minimum Eligibility (Bock Resource Trainer)
Education	At least 7th Class and above	At least 5th Class and above	At least 4th Class (Primary education) and above
Membership in SHGs or Current CRP	More than 3 years	More than 2 years	More than 2 Years
Experience as CRP	>=3 years	>=2 years	>=1 Years
Experience as trainer	>=3 Years	>=2 years	>=1 Years

Profile Evaluation Parameters and % Weightage:

Assessment Indicators & Categories	Scale	Remark
Total Work Experience (in years)		
3.1 to 5	1	
5.1 to 7	2	
7.1 to 10	3	
More than 10	5	
Total Work Experience in any Thematic (in years)		**Thematic Modules**
2 to 3	1	1. Social Mobilization and Institution building
3.1 to 5	2	2.Capacity Building and Training Methodologies
5.1 to 10	3	3. Financial Inclusion & Financial Literacy
		4.Book Keeping and Accountancy
		5. Livelihoods (Farm/Non Farm)
		6. Gender and Law
		7 . Health and Hygiene
		8. Education
More than 10	5	9. Convergence, Govt Schemes and Entitlements
Total Work Experience in Training as Trainer (in years)		
2 to 3	1	
3.1 to 5	2	
5.1 to 10	3	
More than 10	5	
Prior Work Experience with MSRLM (as resource person)		
0-1	1	
1.1 to 2	2	
2 .1 to 5	3	
More than 10	5	

Cost Norms:

UMED- Maharashtra State Rural Livelihood Mission shall refer NRLM cost norms guidelines for Resource Person honorarium. As well as approved cost norms by Executive committee meeting held on 1st July 2016. External The Resource persons shall be paid as per Level of training e.g. State / Dist level/Block Level training and based on years of experience.

Honorarium provision for External Resource Trainer will be as follows:

Level Of training	7 to 10 Years		10.1 to 13 Years		More than 13 Years	
	Per Session	Per Day	Per Session	Per Day	Per Session	Per Day
State Level	1500	3000	2000	4000	2500	5000

Level Of training	5 to 7 Years		5.1 to 9 Years		More than 9 years	
	Per Session	Per Day	Per Session	Per Day	Per Session	Per Day
District Level	750	1500	1000	2000	2000	3000

Level Of training	5 to 7 Years		5.1 to 9 Years		More than 9 years	
	Per Session	Per Day	Per Session	Per Day	Per Session	Per Day
Block Level	500	1000	750	1500	1000	2000

Resource fees structure for CRPs will be as follows:

Level Of training	Resource Fee Structure for CRP at different level of training		
	CRPs		Remark
	Per Session	Per Day	
State Level	NA	1500	Per session fees does not applicable to CRPs
District Level	500	750	
Block Level	300	500	

Travel cost norms for External Resource Trainer and CRPs (ToT):

Cost Item	Provision	Reimbursement
Travel Cost (Inter State/district)	Resource person may travel by AC-III by train or AC Bus as per the availability	Reimbursement for travel expenses shall be done against travel tickets produced by RPs.
Travel Cost (Local)	Provision of use of Auto or Taxi in metro City	Reimbursement shall be either against actual taxi bill produced by PRs or at actual with self certification.
Lodging and Boarding cost	Resource person shall have provision of AC/Non AC single/Double Room as per the availability at the location.	Lodging and boarding expenses of RPs shall be done by DMMU/DMMU/DRDA.

District wise RT Selection Plan

Sr	Dist	Dist Type (Intensive / Non intensive)	No. of Dist Resource Persons to be selected.	Who will select? How many?	
				State Resource Cell	Dist Resource Cell
District Resource Person Selection					
1	Sindhudurg	Int.	20	16	4
2	Ratnagiri	Int.	20	16	4
3	Raigad	NI	10	8	2
4	Thane	Int.	20	16	4
5	Palghar	Int.	20	16	4
6	Nashik	NI	10	8	2
7	Nandurbar	Int.	20	16	4
8	Dhule	NI	10	8	2
9	Jalgaon	NI	10	8	2
10	Buldhana	NI	10	8	2
11	Akola	NI	10	8	2
12	Washim	NI	10	8	2
13	Amravati	NI	10	8	2
14	Wardha	Int.	20	16	4
15	Nagpur	NI	10	8	2
16	Bhandara	NI	10	8	2
17	Gondia	Int.	20	16	4
18	Gadchiroli	Int.	20	16	4
19	Chandrapur	Int.	20	16	4
20	Yavatmal	Int.	20	16	4
21	Nanded	NI	10	8	2
22	Hingoli	NI	10	8	2
23	Parbhani	NI	10	8	2
24	Jalna	Int.	20	16	4
25	Aurangabad	NI	10	8	2
26	Beed	Int.	20	16	4
27	Latur	NI	10	8	2
28	Osmanabad	Int.	20	16	4
29	Solapur	Int.	20	16	4
30	Ahmednagar	NI	10	8	2
31	Pune	NI	10	8	2
32	Satara	NI	10	8	2
33	Sangli	NI	10	8	2
34	Kolhapur	NI	10	8	2
			480	**384**	**96**
	Dist Resource Cell will select/ nominate Resource Pool from SHG / VO / CLF and existing CRPs					

Block wise RT Selection Plan

Sr	Dist	Total No. of Blocks	No. of Intensive Blocks	No. of Non Intensive Blocks	Total No. of Intensive Blocks Trainers @ 40 per Block	Total No. of Non Intensive Blocks Trainers @ 20 Per Block	Total No. of BRPs in Dist.
				No. of Block Resource Persons to be selected			
1	Sindhudurg	8	4	4	160	80	240
2	Ratnagiri	9	3	6	120	120	240
3	Raigad	15	0	15	0	300	300
4	Thane	7	2	5	80	100	180
5	Palghar	8	3	5	120	100	220
6	Nashik	15	0	15	0	300	300
7	Nandurbar	6	3	3	120	60	180
8	Dhule	4	0	4	0	80	80
9	Jalgaon	15	0	15	0	300	300
10	Buldhana	13	0	13	0	260	260
11	Akola	7	0	7	0	140	140
12	Washim	6	0	6	0	120	120
13	Amravati	14	0	14	0	280	280
14	Wardha	8	4	4	160	80	240
15	Nagpur	14	0	14	0	280	280
16	Bhandara	7	0	7	0	140	140
17	Gondia	8	3	5	120	100	220
18	Gadchiroli	12	4	8	160	160	320
19	Chandrapur	15	4	11	160	220	380
20	Yavatmal	16	6	10	240	200	440
21	Nanded	16	0	16	0	320	320
22	Hingoli	5	0	5	0	100	100
23	Parbhani	9	0	9	0	180	180
24	Jalna	8	3	5	120	100	220
25	Aurangabad	9	0	9	0	180	180
26	Beed	11	4	7	160	140	300
27	Latur	10	0	10	0	200	200
28	Osmanabad	8	3	5	120	100	220
29	Solapur	11	4	7	160	140	300
30	Ahmednagar	14	0	14	0	280	280
31	Pune	13	0	13	0	260	260
32	Satara	11	0	11	0	220	220
33	Sangli	10	0	10	0	200	200
34	Kolhapur	12	0	12	0	240	240
		354	**50**	**304**	**2000**	**6080**	**8080**

Thematic wise CRP Selection Plan

S.N.	Dist	No. of **Intensive** Blocks	Total No. of Intensive Blocks Trainers @ 40 per Block	SMIB@ 3 per Block	PIP MIP PRA@5 per Block	Convergence @ 4 Per block	BK and Records @ 9 per Block	Fund Management @10 per block	Livelihoods & Skill Development @ 9 per block
	Thematic wise No. of Block Resource Persons to be selected in INTENSIVE Blocks								
1	Sindhudurg	4	160	12	20	16	36	40	36
2	Ratnagiri	3	120	9	15	12	27	30	27
3	Thane	2	80	6	10	8	18	20	18
4	Palghar	3	120	9	15	12	27	30	27
5	Nandurbar	3	120	9	15	12	27	30	27
6	Wardha	4	160	12	20	16	36	40	36
7	Gondia	3	120	9	15	12	27	30	27
8	Gadchiroli	4	160	12	20	16	36	40	36
9	Chandrapur	4	160	12	20	16	36	40	36
10	Yavatmal	6	240	18	30	24	54	60	54
11	Jalna	3	120	9	15	12	27	30	27
12	Beed	4	160	12	20	16	36	40	36
13	Osmanabad	3	120	9	15	12	27	30	27
14	Solapur	4	160	12	20	16	36	40	36
	Total	50	2000	150	250	200	450	500	450

Intensive Block Resource Center Committee will nominate from existing available cadre. If such cadre is not available then only conduct process as per CRP Guidelines.

		Thematic wise No. of Block Resource Persons to be selected in NON INTENSIVE Blocks							
Sr	Dist	No. of Non Intensive Blocks	Total No. of Non Intensive Blocks Trainers @ 20 Per Block	SMIB @ 3 per Block	PIP MIP PRA@3 per Block	Convergence@ 2 Per block	BK and Records @ 3 per Block	Fund Management @5 per block	Livelihoods & Skill Development @ 4 per block
1	Sindhudurg	4	80	12	12	8	12	20	16
2	Ratnagiri	6	120	18	18	12	18	30	24
3	Raigad	15	300	45	45	30	45	75	60
4	Thane	5	100	15	15	10	15	25	20
5	Palghar	5	100	15	15	10	15	25	20
6	Nashik	15	300	45	45	30	45	75	60
7	Nandurbar	3	60	9	9	6	9	15	12
8	Dhule	4	80	12	12	8	12	20	16
9	Jalgaon	15	300	45	45	30	45	75	60
10	Buldhana	13	260	39	39	26	39	65	52
11	Akola	7	140	21	21	14	21	35	28
12	Washim	6	120	18	18	12	18	30	24
13	Amravati	14	280	42	42	28	42	70	56
14	Wardha	4	80	12	12	8	12	20	16
15	Nagpur	14	280	42	42	28	42	70	56
16	Bhandara	7	140	21	21	14	21	35	28
17	Gondia	5	100	15	15	10	15	25	20
18	Gadchiroli	8	160	24	24	16	24	40	32
19	Chandrapur	11	220	33	33	22	33	55	44
20	Yavatmal	10	200	30	30	20	30	50	40
21	Nanded	16	320	48	48	32	48	80	64
22	Hingoli	5	100	15	15	10	15	25	20
23	Parbhani	9	180	27	27	18	27	45	36
24	Jalna	5	100	15	15	10	15	25	20
25	Aurangabad	9	180	27	27	18	27	45	36
26	Beed	7	140	21	21	14	21	35	28
27	Latur	10	200	30	30	20	30	50	40
28	Osmanabad	5	100	15	15	10	15	25	20
29	Solapur	7	140	21	21	14	21	35	28
30	Ahmednagar	14	280	42	42	28	42	70	56
31	Pune	13	260	39	39	26	39	65	52
32	Satara	11	220	33	33	22	33	55	44
33	Sangli	10	200	30	30	20	30	50	40
34	Kolhapur	12	240	36	36	24	36	60	48
	Total	304	6080	912	912	608	912	1520	1216

Tentative RT development Plan:

		16-May		16-Jun		16-Jul		16-Aug		16-Sep		16-Oct	
	Developing Master Trainers - As per Action Plan mentioned by PMO												
		FN1	FN2	FN1	FN2	FN1	FN2	FN1	FN2	FN1	FN2	FN1	FN2
1	**Formalization of SRC**	█											
2	**External State Resource Person**												
2.1	Floating Ad	█											
2.2	Scrutiny of Application		█										
2.3	Selection & Finalization			█									
2.4	Training of SRPs - 2 Batches (5-days Module)			█									
3	**Dist. Resource Person**												
3.1	Floating Ad				█								
3.2	Scrutiny of Application					█							
3.3.	Selection & Finalization					█							
3.4	Training of SRPs - 12 Batches (Simultaneously 3 batches at a time)					█	█						
4	**Block Resource Person**												
4.1	80% Community Training Consultant with VO Participation					█	█	█					
4.2	20% Professional												
4.2.1.	Floating Ad					█							
4.2.2.	Scrutiny of Application					█							
4.2.3.	Selection & Finalization					█							
4.2.4.	Training of SRPs - 12 Batches (Simultaneously 3 batches at a time)					█	█	█	█	█	█	█	█

Activity Plan:

S.N.	Activity	Nos.	Time Line	Remarks
1	**No. of Districts**	34	-	**Intensive-13** **Non Intensive- 21**
2	**No. of Blocks**	351	-	**Intensive – 50 (14 Partnership)** **Non Intensive-301**
3	**No. of Clusters**	1750	-	
4	**Identification of DRT**	480	-	Avg. 14 / Dist.
5	**Identification of BRT**	8000	-	Intensive – 2000 Non Intensive-6000
6	**Resource persons identification**	-	1st week of July 16	Including State/Dist/Block
7	**Finalization of Training venues**	-	1st week of July 16	All Intensive blocks have procured training centers
8	**Identification of Immersion Sites**	-	1st week of July 16	Block/District wise training venue finalization along with immersion sites.
9	**Preparation of Modules**	-	30th June 16	Planning SRPs meeting on 20th June.
10	**Preparation of Materials**	-	30th June 16	
11	**Preparation of Schedules**	-	30th June 16	
12	**Cadres database preparation**	-	3rd Week of July 16	Already is in process. NRLM-MIS community cadre profile template will be used.
13	**Data base of Trainers (Block, Cluster, Village level)**	-	15th July 16	Is in process. State level trainers data base is ready.
14	**COM Translation into local language**	-	Available	Already translated in Marathi
		Community Trainings: Members & Leaders		
			N. of Members	**No. of Leaders**
15	**SHG level**	150876	Nov. 16 to March 17	Intensive-45000 * 2= 90000 Non Intensive-60876
16	**VO level**	15750	Nov. 16 to March 17	Intensive- 2300+850= 3150*5 =15750
17	**CLF level**	600	Nov. 16 to March 17	Intensive- 74+46=120*5=600
		Community Cadre Training		
18	**SHG level**	105876	Nov. 16 to March 17	Intensive-45000*1=45000 Non Intensive-60876*1=60876
19	**VO level**	9450	Nov. 16 to June 17	1. Swachata , 2. Ahar & Arogya (Asha & Anganwadi) 3. Prerika 4. VO A/C.
20	**CLF level**	360 (120*3)	Nov. 16 to June 17	1.Pashu sakhi, 2. Krushi Sakhi , 3.Bank Sakhi 4. CLF A/c.
		Staff Training		
21	**State level**	40	30th June 16	
22	**District level**	65	30th July 16	1. Intensive- 5/ Dist. 2.Non-Intensive- 1/Dist.
23	**Block level**	551	30th August 16	Intensive-5/Block Non Intensive-1/Block
		Expected outcomes		
24	**No. of VOs to be formed**	3150		Existing- 2300, New-850
25	**No. of CLFs to be formed**	120		
26	**No. of PPAs to be completed by VO/SHGs**			
27	**No. of VRPs to be completed by VOs**	3150		
28	**No. of Convergence plans to be prepared by Vos**	3150	31st March 16	
29	**No. of VOs to be converge with GPDP & MGNREGS**	3150		
30	**No. of VOs to be completed Visioning**	3150		
31	**No. of CLFs to be completed Visioning**	120		

Information about Formation of DRC (Send SMMU within 7 days from the receipt of the letter)

Sr	Name	Designation	Phone		E-mail ID
			Land Line	Mobile	
1					
2					
3					
4					
5					
6					
District Resource Cell Committee**					
** Also send Excel Copy of this information					

Sr	Name	Designation	Phone		E-mail ID
			Land Line	Mobile	
1					
2					
3					
4					
5					
6					
Block Resource Cell Committee**					
** Also send Excel Copy of this information					

Information about Formation of DRC (Send SMMU on or before 15th Aug. 2016)

District Resource Pool (Selected from Village)

Sr	Name	If already CRP, then mention here Cadre Type	Dist	Block	Cluster	Village	GP	CLF Name, if CLF is formed	VO Name, if VO is formed	SHG Name	Mobile
1											
2											
3											
4											
5											
** Also send Excel Copy of this information by 15th Aug. 2016											

Sr	Name	If already CRP, then mention here Cadre Type	Dist	Block	Cluster	Village	GP	CLF Name, if CLF is formed	VO Name, if VO is formed	SHG Name	Mobile
Block Resource Pool (Selected from Village)
1											
2											
3											
4											
5											
** Also send Excel Copy of this information by 15th Aug. 2016											

Community Cadre Profile (to upload on NRLM Website)

Following information is to be collected as soon as selection of the Community level DRPs and all BRPs is finalized.

Full Name (in Capital):		Affix a Photo (size 2.5" X 2") (20KB)
Gram Panchayat:	Village:	
Member in SHG: Yes/No	Date of joining in SHG: *DD/MM/YYYY*	
SHG Name:		
Husband/Father Name:		SHG Code:
Gender: *(Male/Female/Trans)*	Contact No:	Social Category: *SC/ST/OBC/Others*
Religion[4]:	Aadhar No:	SECC TIN No:
DOB: *DD/MM/YYYY*	Marital Status: *Married/Unmarried*	Education Standard:
Address:		Date of working as Cadre: *DD/MM/YYYY*
Currently working: *Yes/No*	Bank:	Branch:
Account No:		IFSC:
Primary Group of Cadre[1]:		Primary Cadre[2]:
If Primary Cadre or Other Cadre as BC/Bank Sakhi-Mitra indicate attached Bank and Branch name	Bank:	Branch:

Working as other Cadre			
Group of Cadre[1]	**Cadre[2]**	**Bank**	**Branch**
1			
2			
3			
4			

Master Trainer			
Group of Cadre[1]	**Cadre[2]**	**Group of Cadre[1]**	**Cadre[2]**

Reporting Federations			
First Level (VO):		Second Level (CLF):	
Mandatory Training received by cadre: *Yes/No*	Vulnerability category[3]:		

Date: **Verified By:**
       Signature

Group of Cadre[1]: IB&CB/SHG Book Keeper/Financial Inclusion/Livelihoods/ SI&SD/ Professionals in CBO

Type of Cadre[2]: Woman Activist/ VO Activist/ Community Auditor/ Internal CRP/ External CRP/Master Book Keeper /Community Trainer/ VO Book Keeper/CLF Book Keeper/PRP/Community Coordinator/ Community Mobilizer-Facilitator /Other IBCB Cadre/ SHG Book Keeper /MCP Trainer/Bank Sakhi-Mitra / *Bank Correspondence (BC)/*Insurance/*Other FI Cadre* /Krishi Mitra/Pashu Sakhi/Other Livelihoods Cadre/ *Health Activist/Swasthya Sakhi /Gender Mitra/* Staff in VO/Staff in CLF/ Staff in BLF/Staff in CTC/Staff in PC&PO

Vulnerability category[3]: PWD/Widow/Destitute/ Single women/Transgender/Elderly/Chronic Illness/None

Religion[4]: *H-Hindu, M-Muslim, C-Christian, S-Sikh, B-Buddhist. J-Jain, P-Parsi and O: Others*