

No. WCD-SCPS (A)-12/22- 4804-4815

Directorate of Women and Child Development, Himachal Pradesh,
4th Floor, Multi-Storied Parking Complex, Tutikandi, Shimla-171005.

To

✓ All the Deputy Commissioner,
Himachal Pradesh.

Dated: 30.12.2024

Subject:

Regarding amendment in Mukhya Mantri Sukh Aashray
Yojna and SOPs thereof.

Sir/Madam,

On the subject cited above, it is submitted that in supersession of Notification No. SJE-A-F(4)-3/2023 dated 4/10/2023 and continuation to Notification No. SJE-A-F(4)-3/2023-I dated 04/12/2023 amendment has been made by Government in Mukhya Mantri Sukh Aashray Yojna and SOPs thereof vide Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024. The same been inserted in the Mukhya Mantri Sukh Aashray Yojna and copy of the Mukhya Mantri Sukh Aashray Yojna including Procedure and application forms, has been uploaded on the Directorate's website i.e. wcd-hp@nic.in. for your information and further necessary action please.

Encls:- As above

Yours faithfully,



(Gandharva Rathore, I.A.S.)

Director,

Women and Child Development,
Himachal Pradesh, Shimla-171005.

Phone No. 0177-2622033

↓
Dated:- 30.12.2024

Endst. No. As above.

Copy forwarded to:-

1. The Secretary (SJ&E) to the Government of Himachal Pradesh for information please.
2. All the District Programme Officers, Himachal Pradesh for information and with the directions to circulate the same to all the stakeholder and field offices.
3. All the District Child Protection Officers, Himachal Pradesh for information and necessary action.
4. The Deputy Director (Coordination) Women and Child Development, Himachal Pradesh with the direction that the documents of Mukhya Mantri Sukh Aashray Yojna and SOPs thereof be uploaded on the Directorate of WCD Official Web Site.



(Gandharva Rathore, I.A.S.)

Director,

Women and Child Development,
Himachal Pradesh, Shimla-171005.

Phone No. 0177-2622033

Department of Social Justice and Empowerment



मुख्यमंत्री सुख आश्रय
योजना

Mukhya Mantri Sukh Aashray Yojna

Directorate of Women and Child Development, Himachal Pradesh
4th floor, M C Parking, Bye Pass Road, Tutikandi, Shimla-171005

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Mukhya Mantri Sukh-Aashray Yojna

1. Introduction

Department of Social Justice and Empowerment is committed to the protection of weaker sections of the society. There are a huge number of children (specially orphans), women and elderly generation in the State who are isolated, neglected, vulnerable to exploitation and in need of care and protection.

Children (0-18 years) constitute approximately 32%, women 49.28% and Elderly Persons 10.24%, of total population of the State of Himachal Pradesh. Many in these population groups are exposed to emotional neglect, lack of physical and socio-economic support. Two thousand seven hundred children who are orphans, semi orphans, specially abled and Seven Hundred and Sixty six destitute/ deserted women have been identified by the Department who are in need of an intervention to provide support to them.

Since inception the Department through its Directorate of Women and Child Development (WCD) and Directorate of ESOMSA has been striving hard to ensure that children in need of care and protection or conflict with law, destitute women and elderly person are adequately taken care of and provided with the necessary care, protection and support. The department is committed to India's adoption of United Nations declaration on survival, protection and development of children in 1990. India has also acceded to the convention on the Rights of Child (CRC) on 11th December 1992 as a result of which the Government has adopted Nation Charter for Children 2003 and National Children Policy (as revised in 2013). Although many social legislations and schemes have been enacted for the categories mentioned above, yet there is a need to bridge existing gaps in the ongoing schemes.

The role of the State Government in respect of such persons has been that of a foster parent who has not only provided for their subsistence but also has concern for their future lives. Need of the hour is to introduce an umbrella scheme that will not only protect children in difficult circumstances, destitute women and the elderly persons but also reduce their vulnerabilities to situations that lead to abuse, neglect, exploitation, abandonment and separation from mainstream society. It will also help the children in difficult circumstances and destitute

women to pursue higher education and enhance their skills by providing for better opportunities in their life and integrate them into the main stream of the society.

2. Existing Schemes

Schemes for Children

2.1 Mission Vatsalya Scheme: Mission Vatsalya is a centrally sponsored scheme implemented in the State with the cost sharing ratio of 90:10 between the Central Government and the State Government/ NGOs. The Juvenile Justice (Care and Protection of Children) Act, 2015 and the Protection of Children from Sexual Offences Act, 2012 form the basic framework for implementation of the Mission Vatsalya. It is a roadmap to achieve development and child protection priorities. It lays emphasis on child rights, advocacy and awareness along with strengthening of the juvenile justice care and protection system with the motto to '**leave no child behind**'. Main components of Mission Vatsalya are as under:

2.1.i. Institutional Care: All children in need of care and protection and the children in conflict with law are housed in the Child Care Institutions registered under Juvenile Justice (Care and Protection of Children) Act, 2015. Presently, **43 Child Care Institutions** are being run in the State. Presently the Department is providing free boarding, lodging, clothing, counseling, health and educational facilities to 1383 children in these Child Care Institutions, which may vary from time to time.

2.1.ii. Non-Institutional Care

2.1.ii.a Foster Care / Sponsorship Programme: Under this component an amount of Rs. 4000/- per child per month is sanctioned in favour of foster parents for maintenance of orphan children. Presently, 1030 children are placed under Foster Care/Sponsorship Programme.

2.1.ii.b After Care Programme:- Under this programme, boys/girls who have to leave child care institutions after completing 18 years of age, are provided admission in Government institutions like industrial training institutes, colleges, nursing colleges, etc. to acquire employable skills. The entire expenditure on training (including training fees, hostel fees) is borne by the Government. Apart from this, an amount of Rs. 4000/- per month per child is provided as financial support for meeting the basic needs. This

facility is provided after attaining the age of 18 years upto the age of 21 years and upto 23 years in exceptional cases to the children restored from CCIs.

2.2 PM Cares for Children Scheme: The scheme is 100% funded by the Government of India for COVID orphans and following provisions have been made in the scheme:-

- i. A lump sum pro-rata amount is transferred directly into the post office account of such children who lost their parents to COVID-19. So that the corpus for each beneficiary becomes Rs. 10 lakh at the time of attaining 18 years of age.
- ii. The children will receive monthly stipend from the interest of corpus of Rs.10 lakhs from 18 years to 23 years of age.
- iii. The child will be able to draw the corpus fund of Rs. 10 lakh after attaining the age of 23 years.
- iv. Scholarship of Rs. 20,000/- per child per annum is being provided by the Govt. of India to school going children for their education, who are in the age group of 6 to 18 years.
- v. **Ex- gratia:-** Under this scheme, an amount of Rs. 50,000/- has been provided as ex-gratia to 30 children who lost their parents during Covid-19 by the State Government.

2.3 Mukhya Mantri Bal Udhar Yojna: This scheme is being implemented by the State Government to supplement erstwhile Child Protection Services scheme (now Mission Vatsalya). Main components of this scheme are as under:

- 2.3.i. Rehabilitation Assistance:** Children who are unable to get placement or admission in any professional/ vocational/ academic education after class XII or after attaining the age of 21 are provided one time rehabilitation assistance of Rs. 35,000/- for starting up small self-employment activities.
- 2.3. ii. Scholarship:-** Annual scholarship @ Rs. 10,000 per child is provided to the top 10 boys and 10 girls living in the Child Care Institutions for securing top two positions each in class 8th, 9th, 10th, 10+1 and 10+2 in order to encourage them to attain higher education.

2.3.iii. Additional Assistance under foster Care:- Rs. 500 per child per month is sanctioned on account of additional assistance from the State Government in favour of children placed under foster care and is deposited in her / his bank account or post office account to be matured and drawn by the child after attaining the age of 18 years.

2.3.iv Salaries / remunerations:- Salaries / remunerations of the Security Guards and additional posts in Child Care Institutions (which are not covered under Mission Vatsalya) are provided under this scheme. Additional grants towards salaries (over and above Mission Vatsalya Norms in r/o Govt. Run and HPSCCW run CCIs), office expenses, foods, clothes, beddings etc. are also provided under this scheme.

2.3.v. Grant-in-aid:- Grant-in-aid to the HP State Council for Child Welfare for its Head Quarter Establishment (under salary as well as non-salary component) is also provided under this scheme

Any gap funding of Mission Vatsalya is also done under this scheme.

Schemes for Women

2.4 Mukhya Mantri Kanyadan Yojna: Under this scheme, marriage grant of Rs. 51,000/- is provided for marriage of a girl whose father or both the parents is not alive, or whose father is alive but he is incapacitated or bedridden because of physical or mental disability including prolonged illness, or whose mother is deserted/ divorced women and to the residents/ former residents of State Home-cum-Protective Homes (Nari Seva Sadan)/ Child Care Institutions having no regular source of income. The grant under this scheme is provided to the aforementioned provided their annual income does not exceed Rs. 50,000/- (excluding MNREGA income)

2.5 Mukhya Mantri Shagun Yojna: Mukhya Mantri Shagun Yojna has been started w.e.f. 01.04.2021, with the objective to provide financial assistance for marriage of girls belonging to BPL families and are permanent residents of Himachal Pradesh.

Under this scheme, an amount of Rs. 31,000/- is provided as marriage grant assistance.

2.6 State Home-cum-Protective Home (Nari Sewa Sadan): The State Government has set up a State Home-cum-Protective Home (Nari Sewa Sadan) at Mashobra (Shimla) to provide shelter, food, clothing, education, training etc. to young widows and deserted women without any support, orphan / unattached girls / women who are in moral danger and in whose favour court has passed order to lodge them in this home, mentally challenged/ disabled women who are treated or under treatment from State run Mental Hospital and Rehabilitation Centre and not looked after by the parents relatives and have no support and are in need of care & protection. The children upto the age of 6 years of age can stay in the home with their mothers.

2.7 Shakti Sadan: under this scheme temporary shelter, maintenance, legal and rehabilitative services are being provided to women and girls rendered homeless due to family discord, crime, violence and mental stress etc.

Schemes for Elderly Person

2.8 Integrated Programme for Senior Citizens: This is Centrally Sponsored Scheme, grant-in-aid is released to voluntary organizations in the ratio of 90:10 (Govt of India: NGO) under this scheme. In the Old Age Homes, the destitute old people are provided free accommodation, food, medical, entertainment etc and various facilities are provided to senior citizens. The organizations is allowed to incur the expenditure on the maintenance of old age home for 25 beneficiaries. At present 01 NGO is getting grant in aid under this scheme.

2.9 An Integrated Scheme for Older Persons: In order to provide protection and care to the destitute elderly people in the state, State Government is providing grant-in-aid to NGOs for following:

- (i) Maintenance of Old Age Homes to provide food, care and shelter for minimum number of 25 destitute elderly persons.

- (ii) Running of Day Care Centres to provide day care, educational, entertainment opportunities, health care and companionship for minimum number of 25 Elderly Persons
- (iii) Helplines and Counselling for Elderly Persons.
- (iv) Varishth Nagrik Suvidha Kendras (Day Care)

At present 06 Old Age Homes, 22 Day-Care Centers, 01 Helpline and Counseling Center and 05 Varishth Nagrik Suvidha Kendras are being provided grant in aid to voluntary organization

2.10 A Scheme for Enabling, Empowering and Mainstreaming of the Specially Abled (ASEEM)

To empower and enable the specially abled persons through access special education or by setting up special School for Visually and Hearing impaired/ homes for mentally challenged children/ adult to become productive citizen State Government is providing assistance to set up Homes/ Schools. Following programme is covered under the scheme:-

Scheme of Special Education for Visually and Speech and Hearing impaired Children. (NGO Sector)

The scheme is to setup special schools for visually, speech & hearing impaired children who have special educational needs and help them to develop their potential to the full, achieve as much independence as they are capable of, become well adjusted individual in community. Under this scheme visually and hearing impaired children between age group of 6-11 years with severe/ profound disability is eligible for admission in special school. The NGO is provided grant in aid for the running and maintenance of Special School for 25 residents.

3. **Need for New Scheme:** It has been felt that there is a scope for improving the facilities being provided under existing schemes being run for children in need of care (orphans, semi- orphans and specially abled) or children in conflict with law, destitute women, and elderly persons.

It has been envisaged to improve the quality standards of facilities/ services being provided to these categories of population and follow an integrated approach to focus on their psycho-social needs and provide them with parent like support.

To improve the services/ facilities being provided and to bridge the gaps under existing schemes a new scheme namely **Mukhya Mantri Sukh-Aashray Yojna** has been formulated in the State.

4. Vision:-

Family is the heart of a society. A child feels secure in a family environment and enjoys a sense of belonging. We intend to give our children an opportunity to build long lasting relationships providing a family environment in our institutions as every child needs a parent to care for and to grow up naturally with siblings and supportive community.

Our Government is committed to the all round development of the children by fulfilling their physical, emotional, financial, social and psychological needs. We aim to provide a secure homely institutions, child centered education, nutrition, health along with inculcating moral and ethical values. Children shall be nourished, nurtured and educated in best schools, vocational institutions, technical and professional colleges till the age of 21/27 to enable them to support themselves on their own. We strive to shape our children as dynamic and responsible citizens, who shall contribute towards national growth and development.

Other under privileged sections like, homeless/destitute women and elderly people of the society who lack adequate support from their families, are also the responsibility of a Welfare State. The vision of the State is to provide for institutional/ non-institutional care to all needy sections of the society and to cater for not only their basic needs but also provide for a homely, cohesive and congenial environment like that of a family where the residents are safe, happy and healthy.

5. Objectives:-

- a) To provide comprehensive care and protection to orphan, semi-orphan, specially abled & other children, Ekal nari/ destitute women in need of care and protection till they become self-reliant and financially independent.

- b) To provide higher education and professional education to the children who are already covered under Child Protection Services Scheme, Foster Care/Sponsorship Programme and After Care Programme in the State.
- c) To provide skill development trainings to Ekal nari/ destitute women in State Home for Women & Shakti Sadan and to provide assistance for rehabilitation.
- d) To create State of art facilities and to improve the quality of life and to maintain dignity of children, destitute women and elderly persons by providing psycho-social support and emotional connect.
- e) To create an enabling environment to ensure equal opportunities, equity, social justice and empowerment of children in CCIs, destitute women and elderly person.

6. Definitions:-

- a) **“child”** means a person, ¹[including transgender], who has not completed eighteen years of age
- b) **“child in need of care and protection”** means a child as defined in Section 2 of Juvenile Justice (Care and Protection of Children) Act, 2015.
- c) **“child in conflict with law”** means a child as defined in Section 2 of Juvenile Justice (Care and Protection of Children) Act, 2015.
- d) **“orphan** in this scheme means, a child/ person, ²[including transgender], till the age of 27 years:
 - i. who is without biological or adoptive parents, subject to the production of death certificate of both parents from competent authority.
 - ii. whose biological or adoptive parents are medically incapacitated for taking care of the child, subject to the production of medical certificate from Medical Board.

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 2. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

e) **“Ekal Nari”** under this scheme shall mean:

Any women who is above the age of 45 years and is in the categories mentioned below:

- i. A woman whose husband is missing for last seven years or more ¹[***].
Or
- ii. A woman who has not married ²[***].
Or
- iii. Woman who has been deserted/abandoned by her husband and has been living separately from her husband or living with her parents ³[***].

Residents of Nari Seva Sadan and Shakti Sadan (No age bar).

Or

⁴[iv. Unwed mothers.]

- ⁵[f) “abandoned child/ person” means a child/person deserted by his biological or adoptive parents or guardians who has been declared as abandoned by the Child Welfare Committee (CWC) after due inquiry.

Provided that a person in the age group of 18-27 years shall be covered only if he or she has been declared abandoned by the Child Welfare Committee while in the age group of 0-18 years.]

- ⁶[g) “surrendered child/ person” means a child/person, who is relinquished by the parent or guardian to the Committee, on account of physical, emotional and social factors beyond their control, and declared as such by the Committee.

Provided that a person in the age group of 18-27 years shall be covered only if he or she has been declared surrendered by the Child Welfare Committee (CWC) while in the age group of 0-18 years.]

-
1. The word, “subject to production of certificate annually from SHO of the concerned area”, omitted by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 2. The word, “(subject to production of certificate annually)”, omitted by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 3. The word, “(certificate to be issued by concerned BDO on report of Panchayat Secretary and Pradhan)”, omitted by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 4. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 5. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 6. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

¹[h) “transgender child/person” means a person whose gender does not match with the gender assigned to that person at birth and includes trans-man or trans-woman (whether or not such person has undergone Sex Reassignment Surgery or hormone therapy or laser therapy or such other therapy), person with intersex variations, genderqueer and person having such socio-cultural identities as kinner, hijra, aravani and jogta.]

²6A. Eligibility

All orphan, abandoned, surrendered, children/ person and Ekal Nari whose family income does not exceed Rs. 5,00,000/- (Rs. Five Lakh) per annum from all sources, and who are not in Government Job, shall be eligible for getting the benefits under this scheme.

Procedure for obtaining the eligibility certificate for orphan abandoned and surrendered children/ person:

1. The eligible children / persons shall apply (online/offline) on the prescribed application form (Annexure “B11”) to District Child Protection Officer (DCPO) of the concerned District.
2. The District Child Protection Officer (DCPO) shall prepare the list of eligible children/ persons and submit to District Programme Officer (DPO) within five days.
3. The District Programme Officer (DPO) shall verify the list and submit the same to the Child Welfare Committee for approval within three days after receiving it from the DCPO.
4. The Child Welfare Committee (CWC) shall check the eligibility and grant approval for issuing of the Eligibility Certificate within two weeks.
5. On the basis of approval granted by the Child Welfare Committee, the DPO shall issue the eligibility certificate to the eligible applicants on the prescribed format (B11) within three days for availing the benefits under Mukhya Mantri Sukh Aashray Yojna/ Kosh after checking the required documents and eligibility criteria under the Scheme.]

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024)

2. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

6. ¹[The Deputy Commissioner shall be the appellate authority for addressing the grievances under this component, provided that the appellant should file the appeal regarding his grievance with two months after rejection of application.

The copy of following documents shall be uploaded/submitted along with the application form:-

- a. Bonafide Himachali Certificate.
- b. Income Certificate.
- c. Proof of Date of Birth (10th class certificate/ Birth Certificate).
- d. Death Certificates of Father & Mother.
- e. Certificate from CWC regarding declaration of abandoned child.
- f. Certificate from CWC regarding declaration of surrendered child.

Provided that if the applicant does not have documents (a,b,c,d above) in that case the DCPO shall produce the applicant before the Child Welfare Committee and latter shall be the competent authority for approval and DPO shall issue the eligibility certificate.]

²[Procedure for obtaining the eligibility certificate for Ekal Nari:

1. The Ekal Nari shall apply (online/offline) on the prescribed application form (Annexure "B11") to District Child Protection Officer (DCPO) of the concerned District.
2. The District Child Protection Officer (DCPO) shall prepare the list of eligible children/ persons and Ekal Nari and submit to District Programme Officer (DPO) within five days.
3. The District Programme Officer (DPO) shall verify the list and shall issue the eligibility certificate to the eligible applicants on the prescribed format (B11) within three days for availing the benefits under Mukhya Mantri Sukh Aashray Yojna/ Kosh after checking the required documents and eligibility criteria under the Scheme.]

-
1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 2. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

4. ¹[The Deputy Commissioner shall be the appellate authority for addressing the grievances under this component, provided that the appellant should file the appeal regarding his grievance with two months after rejection of application.]

²[The copy of following documents shall be uploaded/submitted along with the application form:-

- a. Bonafide Himachali Certificate.
- b. Income Certificate.
- c. Proof of Date of Birth (10th class certificate/ Birth Certificate).
- d. Certificate issued by SHO of the concerned area annually regarding missing of her husband for last seven year.
- e. Certificate issued by concerned BDO on report of Panchayat Secretary and Pradhan annually regarding woman has not married.
- f. Certificate issued by concerned BDO on report of Panchayat Secretary and Pradhan regarding women has been deserted/ abandoned by her husband and has been living separately from her husband or living with her parents.
- g. Certificate of Unwed mothers issued by concerned BDO on report of Panchayat Secretary and Pradhan.]

7. Major Components of Scheme :-

7.1 Infrastructure Development-

7.1.a Upgradation of existing infrastructure:- In order to provide state of art facilities to the children and elderly persons there is a need to upgrade the existing infrastructure of the Government Institutions such as Child Care Institutions, Shelter Homes for women and Old Age Home. The existing physical infrastructure of the these institutions including premises shall be integrated, upgraded, renovated where ever feasible and applicable, for which funds will be provided under this scheme for the following:

-
1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 2. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

7.1.a.i. One room with attached toilet: - Presently, 12-15 children are accommodated in one room. Under this scheme existing infrastructure will be expanded so that one room is earmarked for 3 children with one attached toilet wherever feasible. For children less than 6 years of age, small rooms with capacity of not more than 2 children (cots) along with a common room and activity room shall be built wherever possible.

7.1.a.ii. Recreation/activity rooms:- Recreation / activity room will be established in the institutions alongwith the facilities like Play Station with 3D games, Smart TV, Chess Board, Carom Board etc.

7.1.a.iii. Common Room :- Common room in the institution will be furnished with sitting area in which smart TV with internet connection, DTH connection, Music System etc. shall be provided.

7.1.a.iv. Music Room :- Music room shall be established with musical instruments such as tabla, guitar, keyboard, drums, harmonium etc.

7.1.a.v Smart Class Rooms/ Coaching rooms:- Smart Class Rooms/ Coaching rooms with Smart Board with touch technology and projector will be established in Child Care Institutions.

7.1.a.vi Indoor and outdoor sports facilities: - Indoor games like table tennis and badminton etc. shall be provided in CCIs wherever feasible. Play ground with outdoor sports facilities and courts for the sports like Volley Ball, Basketball, Kho-Kho, Kabaddi, Lawn Tennis, Badminton etc. shall be established in the institutions.

7.1.a.vii Medical room with nurse: - Medical room with all basic equipments like BP monitor, Thermometer, Tongue Depressor, Stethoscope, Oximeter and first aid box etc. shall be established in the Institutions. Nurse will be engaged in CCIs. Doctor will visits the institutions every week and on call service will be available 24x7.

7.1.a.viii Mental Health & Wellness:- In-campus health facilities for upkeep of mental health and well being shall be provided. Online/ personal counseling by the psychologist/ psychiatrist/ counselor empanelled by the department from private sector also if need be, shall be provided once in a month. If required, the residents of these homes will be referred to recognized Govt. Institutions of repute such as Distt./

State level Hospitals, Indira Gandhi Medical College & Hospital, Deendyal Upadhyay Zonal Hospital, Dr. Rajendra Prasad Government Medical College , PGI, AIIMS etc.

7.1.a.ix Up gradation of Kitchen & its facilities:- Space constraints are there in some institutions. For optimum use of every nook and corner of the space, modular kitchen shall be made wherever feasible to maximise functionality and augment storage systems seamlessly. Separate stores for monthly and daily supplies shall be attached to the kitchen. A separate washing area will also be made.

7.1.a.x Paneled walls:- Existing facilities of the institutions, wherever feasible will be upgraded with paneled walls.

7.1.a.xi Tiled/ wooden flooring: - Existing facilities of the institutions will be upgraded with tiled/ wooden flooring.

7.1.a.xii Heating systems /Air conditioners:- Heating systems/ air- conditioners will be provided in the Child Care Institutions, State Home-cum-Protective Home, Shakti Sadan and Old Age Homes as per the weather conditions of area.

Plan for up gradation of existing institutions is at annexure “B 1”

¹**[Procedure for Infrastructure Development**

1. District Programme Officer (DPO) will undertake the gap analysis and assess the need for the development of infrastructure as well as up gradation of items as per the Mukhya Mantri Sukh Aashray Yojna including furniture, furnishing, beddings, appliances etc. and shall facilitate the representatives of authorised agency in accessing the Child Care Institutions for the purpose of preparation of DPR and will also apprise them of site specific constraints and opportunities.
2. Based on this gap analysis and DPR, the District Programme Officer (DPO) will submit a detailed proposal to the Director, Women and Child Development.
3. The Director, Women and Child Development shall approve the proposal and after completion of all codal formalities will assign the work to the executing agency on obtaining approval of Administrative Department.
4. HPPWD or any other agency so decided by the State Government will be the executive agency for up-gradation of existing infrastructure, including sports facilities etc. The executive agency will complete the work in time bound manner to be specified in work order.]

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

5. ¹[For furniture, furnishing, beddings, appliances etc. equipment like air conditioners/ heating system, washing machine with dryer, micro-wave, electric kettle, tea coffee vending machine cutlery utensil, sports, recreational facilities like gym equipment, medical equipment, procurement will be done by District Programme Officers after completion of all codal formalities as per the financial rules.]

7.1.b Construction of Aadarsh Gram Sukh Aashray Parisar:- The new integrated homes comprising of separate blocks in one premises to accommodate elderly people/ senior citizens, children, specially abled children and destitute women with capacity of about 400 shall be constructed in phased manner with the following facilities:

- Hospital with Physiotherapy Unit
- Wellness centre with Steam/ Sauna facility
- Table Tennis Hall
- Badminton Court
- Community/Prayer Hall
- Yoga Hall
- Swimming Pool
- Recreation Room with Play Station
- Common room with TV
- Indoor/Outdoor Gym
- Multipurpose/Departmental Store
- Salon
- Library
- Vocational Training Centre
- Open Park space
- Walk ways
- Temple
- Vegetable Garden Space for Hobby
- Administrative Staff

All facilities mentioned in point no. 8.1.a.i to 8.1.a.xii shall also be provided in the new facilities.

Separate blocks will be constructed for the elderly persons, women and the children in compliance with the provisions of Juvenile Justice (Care and Protection of

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

Children) Act, 2015 and Juvenile Justice (Care and Protection of Children) Model Rules, 2016 as amended in 2022 other relevant Acts such as RPwD Act 2016 etc.

7.1.c Rationalization of Existing Institutions: Presently, some of the Institutions being run by the State Government and NGOs such as HP Council for Child welfare are underutilized. Existing institutions will be rationalized so as to utilize the available infrastructure to the fullest. Infrastructure and staff in the Institutions will also be rationalized accordingly as per provisions of JJ Act/ Model Rules/ other relevant Acts. Plan for rationalization of existing Institutions is at Annexure “B 1”.

7.2 Qualitative Improvement

7.2.i Quality furniture / furnishing – The residents of the Child Care Institution/ Shelter Home for women / Old Age Home will be provided with separate bed with bed box, bed-side table with drawer, study table, table lamp and cupboards/ lockers of good quality as per detail at **Annexure “B 2”**.

7.2.ii Quality Clothing / Beddings

i) The residents of the Child Care Institution/Shelter Home for women/ Old Age Home will be provided separate good quality beddings and clothing (as per the climatic conditions) as per the scales and minimum standards prescribed in **Annexure “B 3”**. Bed Sheets of different colors scheme for seven days shall be provided to the residents of these institutions.

ii) Clothing allowance including shoes @ Rs. 10,000/ per person per year shall be transferred to all the resident’s accounts and incharge/ faculty shall accompany the resident for purchase of items as per their choice (Rs. 5000/- in summer and Rs. 5000/- in winters).

iii) Washer men/ women will be engaged/ provided in the CCIs for washing clothes/ beddings of children below the age of 15 years. However, the children above the age of 15 years will be encouraged to wash their clothes themselves and washing machines with dryers shall be provided. Cleaning / washing of bed sheets and pillow covers in the institutions will be done as per following:

0-6 years - every day.
Above 7 years - every three days.
For old age - every day.

7.2.iii Quality Food:- The quality of food in the Child Care Institution/Shelter Home for women/ Old Age Home shall be enhanced by providing additional, nutritious and diverse food rich in protein, vitamin and minerals etc.

7.2.iv Additional House Mother/ Care Taker:- Additional House Mother shall be appointed in the institutions for taking care of residents in the following ratio:-

- One house mother per child for less than 6 years of age,
- One house mother per 3 children for the age group of 6-14 years
- One house mother per 6 children for the age group of 15-18 years
- One Care taker for 5 residents will be provided in the Special Homes for elderly persons.

Note:- House mother shall also monitor the children and provide guidance in their studies.

7.2.v ICT Infrastructure:- The E-library facilities shall be provided to the children of the Child Care Institutions and LapTops will be provided to students of 10th, 11th & 12th class for their studies. Computer labs with internet (Wi-Fi) facility will be established in the CCIs.

7.2.vi Appliances:- The kitchen, bathrooms and bed rooms of the intuitions will be equipped with hi-tech facilities such as air conditioners/ heating system, washing machines with dryer, micro-wave, electric kettle in each room, tea/coffee vending machine, cutlery utensils etc.

7.2.vii Miscellaneous :- For sufficient purified drinking water, Water Purifiers should be installed. Sufficient water for bathing, washing cloth, maintenance and cleanliness of the premises shall be provided.

- a) arrangements for disposal of garbage as per latest technology;
- b) a separate gas plant for cooking.
- c) fumigation of sick room after every discharge in case of contagious or infectious disease.
- d) sufficient separate space for washing and drying of clothes.

¹[The procedure of providing Qualitative Improvement in Child Care Institutions

1. The District Child Protection Officer shall calculate the demand for items/articles under Quality Clothing based on climatic conditions and also the Clothing Grant on biannual basis.
2. For quality foods, a mess committee consisting of Children, Child Welfare Officer and Incharge of the Child Care Institution shall recommend the items and menu based on the preference of the children including regional recipes. Each district shall have a standardised menu. The vegetables, fruits etc, may be changed as per the seasonal availability to be decided by the Incharge of CCI. The aforesaid mess committee of CCI will have to work out the complete demand of funds based on number of children in the Child Care Institution, which the Incharge of the CCI shall submit to DCPO.
3. After verification by PO (IC) of DCPU. The DCPO shall check the accuracy of the fund demanded with the assistance of PO(IC) and submit the details of demand (items/ food articles and funds) to the District Programme Officer.
4. District Programme Officer after checking the possibility, suitability and accuracy shall submit the same for approval of the Deputy Commissioner.
5. Deputy Commissioner shall approve the proposal of Quality Clothing, toiletries, Quality Food and other items as required from time to time that are to be provided to the Children.
6. After getting the approval from the concerned Deputy Commissioner, the District Programme Officer shall submit the demand of funds to Director, Women and Child Development. The demand of funds should be worked out into two separate instalment of six month each, to be submitted in the month of February and July every year.
7. The Director, Women and Child Development shall approve the funds for six months and send the same to concerned District Programme Officer/.The Director WCD shall provide funds to the Director, ESOMSA for Clothing Grant and Qualitative Improvement to elderly persons residing in the Old Age Home on the basis of demand generated by the Director, ESOMSA.
8. District Programme Officer shall be the DDO at the District level and sanction the clothing allowance in favour of every child in the CCI with the assistance of DCPO.
9. District Programme Officer shall identify the supplier for food items, clothings, toiletries, stationary etc. as per the Annexure of Mukhya Mantri Sukh Aashray Yojna and purchase the same after constituting the purchase committee and completing all the codal formalities as per Financial Rules.]

7.2.viii Quality Education

i) **Admission in the best schools:-** Efforts shall be made to provide quality education to children of Child Care Institution by seeking admission in the best school in the vicinity of the CCI (either english /hindi medium) under economically weaker section (EWS) quota to provide quality education.

The entire set of best quality school uniform (both for summer and winter season), winter clothes, jackets, coats, boots, umbrella, raincoats, track suits and sports/ formal shoes shall be provided to the children.

ii) **Transportation:-** The children residing in the Child Care Institution shall be provided transportation facilities to and fro from schools.

iii) **Tutors for extra coaching:** - Coaching through tutors shall be provided in the Child Care Institutions so that children have a better understanding of the subjects.

iv) **Training on language & Communication skills:-** Training on language & Communication skills shall also be conducted for children.

v) **Reference books/ coaching material:** - Reference books/ coaching material shall be provided to the children.

vi) **Monthly Picnics/Day out:** - For overall personality development of children the monthly picnics / day out shall be organised. The day out visits to bazaar, Mall and visit to movie shows will be done. The lunch/ fast food will be provided during picnics and day out.

¹[The procedure for providing Quality Education.

1. Superintendent of Child Care Institutions shall provide the list of students residing in the Child Care Institutions (CCIs) for seeking admission (either English/Hindi medium) in the best of schools in the vicinity of the CCI under EWS Quota to District Child Protection Officer.
2. The District Child Protection Officer after verification of the list shall conduct screening test and submit the list to District Programme Officer.]

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

- ¹[3. The District Programme Officer after verification of the list shall present the list to the Deputy Commissioner.
4. The Deputy Commissioner shall identify the boarding schools in the vicinity of the Child Care Institutions under EWS Quota, in consultation with the Deputy Director Higher Education and Elementary Education and shall ensure the admission.
 5. The District Programme Officer shall be the nodal officer and make appropriate arrangements with assistance of the District Child Protection Unit for providing, fee transportation to and from the schools, providing uniforms, books, tutors for extra coaching, training on language & communication skills, reference books/ coaching material etc.
 6. Based on the school specific expenditure on uniform, books, transportation etc., the District Child Protection Officer will make estimates of expenditure for complete financial year and will submit the same to the concerned District Programme Officer. The District Programme Officer after taking approval of the concerned Deputy Commissioner shall submit the estimate/ demand to the Director, Women and Child Development for allocation of budget/ funds.
 7. The Director, Women and Child Development shall allocate the funds to concerned District Programme Officers as per the requirement.]

7.2.ix Quality Care:-

- a) **Recreational facilities:** Provisions for range of indoor games such as Chess, Ludo, Cards, Carrom, etc. will be made and also group games and musical sessions through a hospitality expert. Routinely, park visits and gardening sessions will be arranged for the residents.
- b) **Medical Care:** The resident at the time of admission will be medically examined in the institution and his/her medical record will be maintained. The record would include description of weight, height, disease (if any), treatment and other physical or mental problem;

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

¹[**Procedure for providing Quality Care**

1. The Superintendent of Child Care Institutions shall provide the demand for sports and recreational equipments to District Child Protection Officer. The District Child Protection Officer shall consolidate the demands of all the CCIs and shall produce the same to the District Programme Officer for prioritizing the supply.
2. The DPO shall finalize the list of articles and shall submit the demand to Directorate of women and child Development.
3. Directorate of Women and Child Development shall provide the sports and recreational items, medical equipments to all the Child Care Institutions on the basis of proposal submitted by the DPO concerned.
4. The District Programme Officer shall ensure that quality care, sports and recreational facilities and medical care are provided to children as per provisions of the scheme.
5. The District Child Welfare and Protection Committee shall monitor the components under Quality Care.]

7.2.x Mentorship: The mentoring relationship between the children and the eminent person of the society inculcates self confidence, commitment and enhances communication skills in the children. For providing mentorship eminent persons of the society where the CCI is situated shall be engaged. The District Administration (DC/ADC/ADM/SDM), Police Officers and other eminent persons of society shall interact with children and share their knowledge and experience on monthly basis and compulsorily have a meal with the children. One mentor per child will be provided, who shall meet the child in presence of the In-charge of the CCI/ Child Welfare Officer/ Counsellor.

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

¹ [Procedure for Mentorship

1. The District Child Protection Officer in consultation with Child Development Project Officers, Supervisors and Public Representatives shall prepare a list of eminent persons who shall act as mentors for children (one mentor per child) of the Child Care Institutions such as District Administration, Police Officers, retired personals and reputed people of community etc. and submit the same to District Programme Officer. Preferably the mentors in girl Child Care Institutions shall be a female.
2. The District Programme Officer shall get the approval from the concerned Deputy Commissioner for allocating mentors to each child.
3. The District Child Welfare and Protection Committee shall be apprised of the mentors in its meeting and approval of committee must be obtained. If the committee so decides, mentors may be changed.
4. Mentor will be allowed to meet the child only after prior approval of Incharge, once in a month unless some emergency so demands. The meeting shall be conducted in the presence of Child Welfare Officer/ Counsellor/ Incharge/ Superintendent. Mentor can also talk to the child on the landline number, and Incharge will ensure that interactions may not be allowed more than once in a week.
5. The Child welfare Officer and the counsellor of the CCI shall maintain a record of the suggestions of the mentors for each child which shall be reviewed by the Superintendent of the Home.
6. Protection Officer (Institutional Care) shall maintain the complete final list of mentors assigned to each child. Brief profile of mentor alongwith Aadhar/ Govt. ID, Contact Number be maintained.
7. The District Child Welfare and Protection Committee shall review the contributions of mentors to children on quarterly basis, if committee is not satisfied with the performance, same shall be changed.]

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

7.2.xi Career Counselling : Career Counselling shall be provided to children from 10th to 10+2 through empanelled agencies i.e. Labour & Employment Department, Technical Education Department, Department of Medical Education and Research, Ex-Service Men Cell, Universities or any other experts/ agencies etc. These children will also be provided career counselling to study in best institutes outside country also.

¹[**Procedure for Career Counselling:**

1. The District Child Protection Officer shall prepare a list of children and list of empanelled agencies for Career Counselling and send the same to District Programme Officer for approval.
2. The District Programme Officer in consultation with Deputy Directors of Education Department shall finalize the agencies out of above empanelled agencies and submit for approval to Deputy Commissioner.
3. The Deputy Commissioner shall approve the agencies and submit the progress report to the District Child Welfare and Protection Committee, through the DPO.
4. The District Child Welfare and Protection Committee shall review the same and monitor this from time to time.]

7.2.xii Festival allowance and Grant: Festival allowance @ Rs. 500/- per resident will be transferred to the bank account of the residents of the Child Care Institutions, State Home-cum-Protective Home, Shakti Sadan and Old Age Homes for celebrating main festivals. Funds to the tune of Rs. 5000/- to the incharge of the Institutions having the capacity of 25 children/ person and Rs. 10,000/- to the Institutions having capacity more than 25 children/ person shall also be provided for celebrating the festival in the institutions.

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

¹ [Procedure for Festival allowance and Grant:

1. The District Child Protection Officer shall prepare the demand for providing Festival allowance/ Grant to the children/ CCI and submit the same to District Programme Officer.
2. The District Programme Officer shall check the demand as per existing strength of children/ ekal nari, residing in the Shelter Home for Women and forward the same to Director, Women and Child Development.
3. The District Programme Officer shall approach the Deputy Commissioner to invite him to participate in the celebration of the festivals in the CCI.
4. Deputy Commissioner shall participate in festivals to be celebrated in the CCIs or nominate senior officials like SDMs, BDO, Deputy Director Education (Elementary & Secondary) Labour Officers, DWO etc. to attend the said celebration (at least one officer in each CCI).
5. The Director shall approve the fund and allocate it to the concerned District Programme Officer for further allocation to children and concerned Institutions. The Director WCD shall provide funds to the Director, ESOMSA for festival allowance to elderly persons residing in the Old Age Home and grant for the Old Age Home on the basis of demand generated by the Director, ESOMSA.

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

7.2.xiii. Marriage Grant: One time marriage grant @ Rs. 2,00,000/- or actual, whichever is less ¹[shall be provided to all the eligible beneficiaries i.e. orphan, abandoned and surrendered person] ²[****] ³[at the time of marriage after attaining marriageable age as per law, of which 70% of the total amount shall be transferred into account of the beneficiary as Shagun at the time of marriage of the person, and rest of the amount (30%) shall be provided in the shape of Fixed Deposit Receipt opened for five years which shall be pledged with DPO.] The benefit being given under Mukhya Mantri Shagun Yojana / Mukhya Mantri Kanyadan Yojana to these beneficiaries will be discontinued.

⁴[Procedure for Marriage Grant:

1. Applicant may apply (online/ offline) on the prescribed format (Annexure "B12") to the District Child Protection Officer (DCPO) of the concerned District.
2. District Child Protection Officer (DCPO) shall ensure the completion of the application and all the documents to be attached with the application. The DCPO after verification of facts shall submit the application along with the documents to the District Programme Officer (DPO) within a week.
3. After Counter verification of the application and documents, District Programme Officer (DPO) shall submit the same to District level Committee, which shall dispose off them within a month.

Provided that if District Level Committee could not meet within a stipulated time of one month after receiving the applications, then District magistrate of the concerned district shall issue the approval and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.]

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1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 2. The words "will be provided after attaining marriageable age as per law to all the ex-beneficiaries of Mission Vatsalay or residents of Shelter Home for Women (State Home –cum Protective Home, Shakti Sadan) or to those who were orphaned before the age of 27 years" omitted by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/24 (w.e.f. 28/11/2024).
 3. Subs by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 for the words "of which Rs. 51000/- shall be transferred into account of the beneficiary as shagun at the time of marriage of the person" (w.e.f. 28/11/2024).
 4. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

4. ¹[The District Programme Officer shall raise the consolidated demand of funds as per requirement to the Director, Women and Child Development (WCD).
5. The Director of Women and Child Development shall approve the funds and allocate these to the concerned District Programme Officer.
6. The District Programme Officer shall be the DDO at the District level. He/ she shall sanction and allocate/ disburse the funds with the assistance of DCPU staff in the following manner:
 - i. The DPO shall release 70% of the total amount to the applicant at the time of marriage.
 - ii. The rest of the amount (30%) shall be provided in the shape Fixed Deposit Receipt opened for five years which shall be pledged with DPO within a week after release of first instalment.
 - iii. If the applicant has availed the benefits of Mukhya Mantri Shagan Yojna/ Mukhya Mantri Kanyadan Yojna, then the rest of the amount shall be provided in the shape of Fixed Deposit Receipt opened for five years which shall be pledged with DPO.]

7.2.xiv Social Security: - Recurring deposit accounts will be opened for each child residing in CCIs and accounts will be kept in joint operation with DCPO. Children above 14 years of age will be able to draw money from these accounts as per their needs. Top-up will be provided to the residents who are getting pension from the Directorate of Empowerment of SC's, OBC's, Minorities and the Specially Abled (ESOMSA). Social Security will be provided to all the Ekal Nari as defined in the Scheme. Top-up will be provided to the Ekal Nari who are getting pension from the Directorate of Empowerment of SC's, OBC's, Minorities and the Specially Abled (ESOMSA)". The funds will be provided by the Govt. as under:

i) Children - 0-14 years -	Rs. 1000/- per child per month
ii) 15-18 years -	Rs. 2500/- per child per month.
iii) Ekal Nari -	Rs. 2500/- per child per month.

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/12/2024 (w.e.f. 28/12/2024).

7.2.xiv.a "Every ¹[orphan/ abandoned/ surrendered/ transgender (child/person)] of the State shall be eligible for Rs. 4000/- per month as stipend/ pocket money till the age of 27 years".

Except:-

- i. Those who are covered under Foster Care and Sponsorship component of Mission Vatsalya Scheme of Government of India".
- ii. Those who are in Government Job.
- iii. Those who are in MNCs (Multinational Companies) and in organized companies and who are entitled for EPF, ESIC, Pension, Gratuity etc.
- iv. ²[Those who are married.
- v. Those who are in receipt of family pension from State / Central Government/PSUs.
- vi. Those who have committed any crime and sentenced for imprisonment.]

³[Procedure for Social Security:

1. District Child Protection Officer (DCPO) shall prepare age wise list of children of Child Care Institutions (CCIs), Orphan, abandoned and surrendered / transgender children/ person outside the CCIs.
2. District Child Protection Officer (DCPO) shall open the individual accounts of children of CCIs for Social Security in joint operation with herself / himself within a week.
3. District Child Protection Officer (DCPO) shall prepare the demand of funds and submit the same to District Programme Officer (DPO) within a week.
4. The District Programme Officer (DCPO) shall check the demand as per existing strength of children residing in CCIs, orphan, abandoned, surrendered and transgender children/ person outside the CCIs and forward the same to Director. Women and Child Development within a week.

1. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 for the word orphan". (w.e.f. 28/11/2024).

2. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

3. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

5. [The Director shall approve the funds and allocate these to the concerned District Programme Officer after receiving the demand from the DPOs within two weeks.
6. District Programme Officer shall be the sanctioning authority and the DDO at the District level. He/ she shall sanction and disburse and deposit the funds into beneficiaries account with the assistance of District Child Protection Officer within a week. The list of beneficiaries should be available online on the website of Women and Child Development.
7. The District Child Protection Officer shall open separate saving account and Recurring Deposit Accounts for each child that shall be pledged with DCPO concerned for this purpose. DCPO shall get the Recurring Deposit accounts linked with saving account and standing instructions shall be issued to the bank to debit the account for depositing in the children's Recurring Deposit Account as per scheme norms.
8. If In-charge of the CCI reports that there is some urgent need of any child above 14 years of age, which cannot be met out of Mission Vatsalya / Mukhya Mantri Sukh Aashray Yojna or any other scheme of the Government and he/ she is satisfied that need is genuine, than the Incharge would forward the case to the concerned DCPO.
9. The District Child Protection Officer shall take the permission of Deputy Commissioner before withdrawal of amount not more than Rs. 5000/- at one point of time after assessing the need of the child to do so. The Deputy Commissioner can reject/ allow the withdrawal. Only one such withdrawal shall be allowed in a year. After the withdrawal the amount of funds in the Recurring Deposit account shall be transferred to an Fixed Deposit account which shall be pledged with DCPO till the age of 18 years. Thereafter a new Recurring Deposit for depositing of Social Security amount in favour of child (pledged with the DCPO) shall be maintained. The Directorate may raise this limit from time to time. If any child]

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

[wants to withdraw an amount more than the prescribed amount than, application shall be sent to the Director, Women and Child Development, WCD along with the reason in detail for approval of the same.

10. Social Security Component will be admissible to all the residents of CCI registered under JJ Act, 2015 except Observation Home, Special Home and Place of Safety upto the age of 18 years only.
11. The District Child Protection Officer shall submit the child wise/ CCI wise progress report to the DPO on the quarterly basis.
12. The District Programme Officer shall grant approval for withdrawal of amount within the prescribed limits.
13. He/she shall be responsible for monitoring the component at the District level and will submit the Quarterly Progress Report to the District Child Welfare and Protection Committee.
14. The Director, Women and Child Development shall grant approval for withdrawal of amount over and above the prescribed limits. He/ She shall assess the genuineness of the excess withdrawal and if found appropriate would grant approval of the same.
15. The District Child Welfare and Protection Committee shall be responsible for monitoring of the component on the basis of the Quarterly Progress Report (QPR) submitted by the DCPO through the DPO concerned.]

7.2(xv) Allotment of land and grant for construction of House

- i) A person who ²[is orphan/ abandoned/ surrendered] and who is landless will be eligible for allotment of one time Government land i.e. 3-biswas as per TCP norms and housing grant for construction of house any time during his entire life time.

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

2. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "has been orphaned before the age of 27 years" (w.e.f. 28/11/2024).

ii) Land will be provided to ¹[orphans /abandoned/ surrendered children/ person] in the Tehsil/District where she/he wishes to settle subject to availability of Govt. land for this purpose. If land is not available in area of first choice/ preference, the same shall be provided in any adjacent area but the consent of person ²[(orphan / abandoned/ surrendered)] must be obtained.

iii) Land allotted for this purpose shall not be transferred by way of sale, gift, lease etc. to any party for at least a period of 15 years from allotment. In case of violation same shall vest in Govt. along with appertaining structure etc. if any.

iv) Deputy Commissioner of District where land is to be allotted shall be the competent authority to allot such land on receipt of case from District Programme Officer

³ [Orphans/ abandoned and surrendered children/ person] covered under Mukhya Mantri Sukh Aashray Yojna on attainment of 21 years of age shall move an application to District Programme Officer for the purpose. District Child Protection Unit shall play proactive role in facilitating all such ⁴[orphans / abandoned and surrendered children/ person.] Eligibility of ⁵[orphan / abandoned and surrendered children/ person] shall be certified by District Child Protection Officer and District Programme Officer, then complete case along with preference of orphan/ abandoned and surrendered children/ person shall be forwarded to concerned Deputy Commissioner. ⁶[****]

1. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "orphans" (w.e.f. 28/11/2024).
2. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "(orphan)" (w.e.f. 28/11/2024).
3. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "(orphan)" (w.e.f. 28/11/2024).
4. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "(orphan)" (w.e.f. 28/11/2024).
5. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "(orphan)" (w.e.f. 28/11/2024).
6. The word, "Directorate of Women and Child Development shall devise an application form in consultation with Revenue authorities for same," omitted by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024. (w.e.f. 28/11/2024).

v) The ¹[Orphan / abandoned and surrendered children/ person] shall also be eligible for any housing scheme of Rural Development/Directorate of ESOMSA which will be under implementation at that point of time. Preference shall be given to ²[orphan / abandoned and surrendered children/ person] in this regard over other categories. Presently under Mukhya Mantri Awas Yojna / PMAY of Rural Development Department and Swaran Jayanti Aashray Yojna of Directorate of ESOMSA, Rs. 1.5 lakh is given for construction of house. An additional amount of Rs. 1.5 lakh will be granted for construction of house under Mukhya Mantri Sukh Aashray Yojna to ³[orphans / abandoned and surrendered children/ person] to supplement the housing scheme of Rural Development / ESOMSA. If ⁴[orphan/ abandoned/ surrendered children/ person] are not eligible for housing schemes of other Government Departments, Rs. 3 Lakhs shall be provided to such ⁵[orphans/ abandoned/surrendered children/person for constructions of House under this scheme.

⁶[Procedure for Allotment of land

1. Applicant may apply (online /offline) to District Child Protection Officer (DCPO) of the concerned District for allotment of land.
2. The District Child Protection Officer (DCPO) shall ensure the completion of the application and all the documents to be attached with the application.

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1. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "orphan" (w.e.f. 28/11/2024).
 2. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "orphan adult" (w.e.f. 28/11/2024).
 3. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "orphans" (w.e.f. 28/11/2024).
 4. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "orphans" (w.e.f. 28/11/2024).
 5. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "orphans" (w.e.f. 28/11/2024).
 6. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

- ¹[3. The District Child Protection Officer (DCPO) after verification of facts shall submit the application along with the documents to the Deputy Commissioner through District Programme Officer (DPO) for allotment of land within a week.
4. The District Child Protection Officer (DCPO) shall maintain the record of the applications and number of cases where the land is allocated to the applicants which should be got checked and verified by the concerned DPO.
5. Deputy Commissioner shall be the competent authority to allot land on receipt of case from District Programme Officer (DPO). The Deputy Commissioner shall dispose off the application within two months.]

²[**Procedure for grant for construction of House**

1. Applicant may apply (online /offline) on the prescribed format (Annexure "B13") to the District Child Protection Officer (DCPO) of the concerned District.
2. District Child Protection Officer (DCPO) shall ensure the completion of the application and all the documents to be attached with the application.
3. The District Child Protection Officer (DCPO) after verification of facts shall submit the application along with the documents to the District Programme Officer (DPO) within a week.

After Counter verification of the application and documents, District Programme Officer (DPO) shall submit the same to District Level Committee which shall dispose off them within a month.

Provided that if District Level Committee could not meet within a stipulated time of one month after receiving the applications then District Magistrate of the concerned district shall issue the approval in the case and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.]

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1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024)
 2. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

4. ¹[On the approval, District Programme Officer (DPO) shall sanction and disburse the funds with assistance of District Child Protection Officer (DCPO) as per following manner:

- i. 1st instalment of 1/3 of the total grant at the time of sanction of work within a week after receiving the approval.
- ii. 2nd instalment of 1/3 on completion till lintel level.
- iii. 3rd instalment of 1/6 after physical check and before finishing.
- iv. 4th instalment of 1/6 on completion of work.
- v. The District Programme Officer (DPO) shall monitor the progress of work through the Child Development Project Officers (CDPO)/ Supervisors and after the receipt of the report from concerned CDPO/ Supervisors call for Utilization certificate from the beneficiary duly counter signed by the CDPO.
- vi. The District Programme Officer (DPO) shall raise demand of funds for the approved cases and shall submit the same to the Director, Women and Child Development.
- vii. The Director shall approve the funds and allocate these to the concerned District Programme Officer (DPO).]

✓ **7.3. Mukhya Mantri Sukh Aashray Kosh:** A fund will be established with initial contribution of Rs. 101.00 Crores at State Head Quarter and at each District Head Quarter to facilitate higher education and skill development trainings of children and the destitute women to ensure their settlement in life. Efforts will be made to encourage/raise the donations from the individual donors as well as from the companies under Corporate Social Responsibilities (CSR) component. The operational guidelines for Mukhya Mantri Sukh-Aashray Kosh are attached at Annexure "B". The fund will be utilised for following purpose:

7.3.i Annual educational tours outside State:- Educational tour/ excursion tour to the different places of interest/ historical places in India shall be organized annually

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

for 15 days. The travel arrangements shall be made for the residents by Shatabadi (Chair Car)/ AC Volvo/Air facility). Stay arrangements during such tours shall be made at three star Hotels.

7.3.ii Bharat Yatra :- Under which the resident of the Old Age Homes and Shelter Homes for women would be taken for a tour to famous places/ historical places/ pilgrimage of the State or outside the State annually. (for 10 days per tour by Shatabadi (Chair Car)/ AC Volvo/Air facility). Stay arrangements during such tours shall be made at three star Hotels.

[Procedure for educational tours outside State

1. District Child Protection Officer (DCPO) shall enlist the number of children in each CCI separately for summer closing and winter closing schools and acquire written consent from the parents/ guardians of the children for annual educational tour and submit the list to District Programme Officer.
2. The District Programme Officer (DPO) shall get the list and submit the proposed tour to Deputy Commissioner for approval. After approval, tour shall be organised following extant financial norms.
3. District Programme Officer (DPO) shall be the sanctioning authority and DDO at the District level and allocate the funds for conducting the tour with assistance of District Child Protection Officer (DCPO). He/she shall be responsible for organising the tour with the assistance of DCPU.
4. The District Programme Officer (DPO) shall raise the demand of funds from District Level Mukhya Mantri Sukh Aashray Kosh.
5. If there is no amount at District Level Mukhya Mantri Sukh Aashray Kosh, then the DPO shall raise the demand through Deputy Commissioner to Director, Women and Child Development who shall further release the fund to the concern DPO under the said component.]

Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

7.3.iii. Coaching: ¹[One time Financial Assistance of upto Rs. 1,00,000/- per annum per person shall be provided to the eligible applicants (orphan, abandoned, surrendered) for taking coaching through online /offline mode in enlisted/empanelled institutes within the State or out of State for following:

- i. UPSC/State PSC/ Himachal Pradesh Rajya Chayan Aayog Examinations or any other examination for job in government sector.
- ii. NEET, JEE or any other examination for admission.
- iii. CUET or any other examination for admission in Higher education.

Subject to the condition that the financial assistance shall be provided to the applicant during or after 12th standard for coaching for admission in educational institute, and after Graduation or PG for coaching for examinations for job in government sector.

Provided that financial assistance so provided can be utilized within a period of two years from the date of taking admission. Three thousand rupees monthly for hostel fee/ rent/ PG charges shall be provided additionally.]

² Procedure for Financial Assistance for Coaching:

1. Applicant may submit the application (online /offline) in the prescribed format (Annexure "B14") to the District Child Protection Officer (DCPO) of the concerned District.]

1. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, the words for the words "Online coaching courses shall be organised and offline coaching facilities will be provided. Coaching will be provided during higher secondary and graduation. One time Financial Assistance of Rs. 1,00,000/- per annum per person for coaching, hostel fees, tuition fees etc. shall be provided to the eligible persons after passing of 10+2 class. Monthly stipend @ Rs. 4000/- per person per month shall also be provided during the course." (w.e.f. 28/11/2024).

2. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

2. ²[District Child Protection Officer (DCPO) shall ensure that the application is complete in all respects and after verification of facts shall submit the application along with the attested copies of all requisite documents to the District Programme Officer (DPO) within a week.
3. After counter verification of the documents and application, the District Programme Officer (DPO) shall submit the applications to the District Level Committee which shall dispose off them within a month:
Provided that if District Level Committee could not meet within a stipulated time of one month after receiving the applications then District Magistrate of the concerned district shall issue the approval in the case and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.
4. On approval the District Programme Officer (DPO) shall sanction and disburse the funds to the concerned empanelled Institutes for tuition fees, boarding and lodging Charges etc. or to the applicant if he/she had already paid the fee amount (on production of the payment receipt) within a week.
5. The District Programme Officer (DPO) shall raise the demand of funds from District Level Mukhya Mantri Sukh Aashray Kosh.
6. If there is no amount at District Level Mukhya Mantri Sukh Aashray Kosh then the DPO shall raise the demand through Deputy Commissioner to Director, Women and Child Development who shall further release the funds to the concerned DPO under the said component.
7. District Level Committee shall enlist/empanel the best institutes of coaching located within the State.
8. A State Level Committee shall empanel/ enlist the best institutes of coaching located outside the State.
9. A list of institutes empanelled/enlisted by the State Level Committee shall be shared on the website of Women and Child Development (WCD) and with Deputy Commissioners / other field offices.]

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

7.3.iv. After Care Services:- After Care services will ensure opportunities to enable children to discover their full potential and assist them to flourish in all respects, in a sustained manner. Inter-sectoral convergence will be made to provide best facilities to these children/ persons in order to help them integrate into the mainstream of the society and to ensure their rehabilitation.

Residential facilities shall be provided for orphans/ abandoned/ surrendered children after the age of 18 years till the age of 27 years. Residential facility in After Care Institutions along with food, shelter and clothing will be provided to orphans till 27 year of age provided that no such facilities will be extended to ex- residents of CCIs those having at least one parent living, after the age of 21 years.

On attaining the age of 18 years children leaving the CCI and all the orphans/ abandoned/ surrendered children belonging to the state of Himachal Pradesh, shall be provided educational facilities in the following manner:

7.3.iv.a. Higher Education (Academic) / Vocational Training/ Skill Development:-

The Government shall bear all expenditure of higher education (Academic/Vocational Training/ Skill Development) including hostel fees and tuition fees etc. on actual rates for the eligible children/persons after getting admission in any educational institutions recognized by the Government ¹[except for management/ NRI quota seats,] till the age of 21 years for all children leaving the CCIs, and till the age of 27 years for the ²[orphans / abandoned and surrendered children/ person.] ³[****]

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1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 2. Subs. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024, for the word "orphans" (w.e.f. 28/11/2024).
 3. The word "(as defined in this scheme) belonging to the State of Himachal Pradesh. The Government shall also bear all expenditure of meritorious orphans (eligible in this scheme) for the study in reputed foreign institutions recognized by Govt. of India. The vocational training/ skill development will also be provided to Ekal Nari as defined in point No. 6(e) of this scheme, who are residing in the institutions run under the State Government. During study period a Stipend of Rs. 4000/- per month per person shall be given for meeting out their personal expenses. If the hostel facility is not available in the institution, the Government shall also bear the entire cost of boarding and lodging outside the hostel till completion of the degree / course. Efforts shall be made to reserve seats in the Institutions for vocational courses/ skill development, ITIs, Degree Colleges etc." omitted by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

¹[If the hostel is not available, then rent/ PG charges of upto Rs. 3000/- per month per child shall be provided till completion of the degree / course.] Efforts shall be made to reserve seats in the Institutions for vocational courses/ skill development, ITIs, Degree Colleges etc.

Institutions for higher education/vocational courses/ skill development

- i. ITIs
- ii. Auxiliary Nurse Midwifery/ GNM Training Institutes
- iii. Polytechnics
- iv. Engineering Colleges, IITs.
- v. Medical Colleges. PGI, AIIMS etc.
- vi. Air Hostess/ Beauty Training Institutes etc.
- vii. Empanelled Institutions of Kaushal Vikas Nigam.
- viii. Any other empanelled institutions with HP State/ Central Govt.
- ix. Business schools for BBA, MBA, IIMs etc.
- x. Technical Courses like Pharmacy, Lab technician, Electrical, Mobile repair etc.
- xi. University, Degree Colleges

If any individual/ organization / company wants to sponsor the entire expenditure per annum being incurred in the boarding/ lodging, education and other components of the scheme for one year or any number of years, they will be allowed to sponsor for the same under Mukhya Mantri Sukh Aashray Kosh.

²[Procedure for providing Assistance for Higher Education (Academic) / Vocational Training/ Skill Development:-

1. Applicant may submit the application (online/offline) in the prescribed format (Annexure "B15, B16, B17 respectively) to the District Child Protection Officer (DCPO) of the concerned District.
2. District Child Protection Officer (DCPO) shall ensure the completion of the application and all the documents to be attached with the application.]

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1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).
 2. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

3. ¹[The District Child Protection Officer (DCPO) shall ensure that the certificate of recognition of the institutes by the Government is attached with the each application.
4. The District Child Protection Officer (DCPO) shall ensure that approved fee structure of the Government is attached with the each application.
5. The cases of admission under Management/ NRI quota shall not be considered.
6. The District Child Protection Officer (DCPO) after verification of facts shall submit the application along with the attested copy of documents to the District Programme Officer (DPO) within a week.

After counter verification of the application and documents, the District Programme Officer shall place the applications before the District Level Committee which shall dispose off them within a month.

Provided that if District Level Committee could not meet within a stipulated time of one month after receiving the applications then District Magistrate of the concerned district shall issue the approval in the case and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.

7. On approval the District Programme Officer shall sanction and allocate/ disburse funds to the concerned Institution for tuition fees, boarding and lodging Charges etc. or to the applicant if he/she had already paid the fee amount (on production of the payment receipt) with the assistance of District Child Protection Officer (DCPO) within a week.
8. The District Programme Officer (DPO) through Child Development Project Officer (CDPO)/Supervisors shall monitor every case by visiting the institutes and seeking the progress of child from the concerned institutes.
9. If the child fails in the course then District Level Committee shall decide for releasing the grant on the basis of his/her attendance in the institute or other criteria as deem fit. If District Level Committee finds that there are genuine]

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

- ¹[reason of the applicant not to pass the course then for the first year after failure the Committee can release the grant provided that no amount shall be released for second consecutive year of failure.
10. The District Programme Officer (DPO) shall raise the demand of funds from District Level Mukhya Mantri Sukh Aashray Kosh.
11. If there is no amount at District Level Mukhya Mantri Sukh Aashray Kosh then the DPO shall raise the demand through Deputy Commissioner to Director, Women and Child Development who shall further release the funds to the concern DPO under the said component.]

7.3.iv.b. Self Employment Assistance

Grant for small /-micro scale industries: Eligible persons ²[(orphan, abandoned and surrendered)], who wish to establish their own start-ups, after attaining the age of 18 years shall be provided, one time financial assistance to the tune of (₹) Rs. 2.00 Lakh per person enabling them to earn their livelihood. These persons will be entitled for loan/ benefits under Mukhya Mantri Swawlamban Yojana

³ Procedure of Self Employment Assistance:-

1. Applicant shall submit the detailed Project Proposal signed by government official of Industry Department/ Block Development Officer/ Agriculture Department/ Horticulture Department or from other concerned Govt. department along with the application (online/ offline) in the prescribed format (Annexure B 18) to District Child Protection Officer (DCPO) of the concerned district.
2. After receiving the application District Child Protection Officer (DCPO) shall verify the contents of applications within two weeks and shall submit the same to DPO.]

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

2. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

3. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

3. ¹[District Programme Officer (DPO) shall place all applications compiled during the month by District Child Protection Officer (DCPO) before the District Level Committee in the first week of the succeeding month which shall dispose off them within a month.

Provided that if District level committee could not meet within a stipulated time of one month after receiving the applications then District Magistrate of the concerned district shall issue the approval in the case and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.

4. On approval the District Programme Officer (DPO) shall sanction and allocate/disburse the fund in the following manner:
- If applicant wants to purchase machinery then the amount shall directly be paid to the agency from where the machinery has to be purchased.
 - Similar procedure shall be adopted for the other self employment assistance.
 - If the amount is to be paid directly to the applicant for establishing the self employment where any full or partial equipments /machinery is involved then it would be disbursed into two instalments as per the following manner:
 - 1st instalment of 70 % at the time of start of establishing the project. After receiving the approval 1st instalment shall be provided within a week.
 - 2nd instalment of 30% after the completion of establishment of the project.
5. The District Programme Officer (DPO) shall monitor the progress of work through the concerned Child Development Project Officer (CDPO) of the area that the entire amount has been utilised for the establishment of self assistance project.
6. The District Programme Officer (DPO) shall raise the demand of funds from District Level Mukhya Mantri Sukh Aashray Kosh.
7. If there is no amount at District Level Mukhya Mantri Sukh Aashray Kosh then the DPO shall raise the demand through Deputy Commissioner to Director, Women and Child Development who shall further release the fund to the concern DPO under the said component.]

1. Ins. by Notification No. SJE-A-F(4)-3/2023-II dated 28/11/2024 (w.e.f. 28/11/2024).

8. Eligibility to take benefits from Mukhya Mantri Sukh-Aashray Kosh:-

For Children

- a) The children/ adolescents who are benefitted under institutional care services in Child Care Institutions.
- b) The children/ adolescents who are benefitted under non- institutional care services under Foster Care/Sponsorship Programme and After Care Programme under Mission Vatsalya Scheme.
- c) The children above the 18 years of age who have to leave the CCI after the issuance of restoration orders by the Child Welfare Committee.
- d) The children covered under Foster Care/Sponsorship Programme and After Care Programme who have attained the age of 18 years and for whom the financial assistance has been discontinued.
- e) Orphan children/ abandoned/ surrendered children and children in need of care and protection who have not been covered under Mission Vatsalya Scheme before 18 years of age.
- f) Above mentioned children/ adolescents will be eligible for Higher Education/ Coaching/ Career Counseling/ Vocational Training/ Skill Development/ Self Employment Assistance, under this Scheme till the age of 21 years. The eligibility criteria for orphans/ abandoned/ surrendered children shall be 27 years for all services except marriage grant.
- g) Persons belonging to the aforementioned categories of children and in need of care and protection shall be eligible for one time marriage grant after attaining marriageable age as defined by law.

- 9. Constitution of Administrative Board/ Committee:-** State/District Child Welfare and Protection Committee at the State and District level as per the new guidelines of Mission Vatsalya have already been constituted by the Government for monitoring and implementation of Child Protection Services. The same shall be responsible for implementation of this scheme. It shall also give suggestions for improvement in the infrastructure/ service delivery/ other short comings found in the institutions. The local MLAs Members of PRIs and Eminent persons of the

District shall be called as special invitees in the committee meetings for imparting their valuable suggestion for improvement and quality implementation. The committee will meet quarterly and review all the arrangements in the institution and will review standards of care, education, vocational training being provided at the institution and ensure that everything is provided is of best quality. The Administrative Board/ Committee shall be notified by the Secretary (SJ&E) separately.

10. Development of IT Platform / Portal:-A web-portal will be developed for maintaining the data base of all children covered under Juvenile Justice (Care and Protection of Children) Act, 2015/ Mission Vatsalaya scheme and Elderly Persons. Through this portal, following linkages with following services will be established:-

- Registration of beneficiaries
- After Care linkage
- DBT.
- CSR linkage
- Mentorship linkage
- Sponsorship linkage
- Geo-tagging of CCIs
- Donations in Mukhya Mantri Sukh Aashray Kosh

Note: - Details of donors shall be declared and uploaded in the portal at the end of the financial year.

11. Sanctioning Authority: The concerned District Programme Officer shall be the competent authority to sanction the expenditure under the scheme with the prior approval of the Director, Women and Child Development. The expenditure will be disbursed through District Child Protection Officer.

12. Repeals and savings: With the implementation of this scheme, following provisions/ schemes will stand repealed and saved under this scheme:

- i. Mukhya Mantri Bal Udhar Yojna notified vide Notification No. SJE-A-F(2)-11/2016 dated 05/10/2016 including Rehabilitation Assistance and Scholarships being provided to the ex-residents/ residents of the Child Care Institutions.
- ii. Bal/ Balika Suraksha Yojna.

However, all the posts (temporary/fixed salaried/part-time/daily wage/regular) sanctioned under Mukhya Mantri Bal Udhar Yojna from time to time shall deemed to have been created/ sanctioned under this scheme. The Grants-in-Aid being provided under Mukhya Mantri Bal Udhar Yojna to the HP State Council for Child Welfare or any other NGOs would continue to be paid under this scheme.



Mukhya Mantri Sukh Aashray Kosh

1. Title

There shall be a fund to be known as Mukhya Mantri Sukh Aashray Kosh at the State Headquarters, and there shall be a ¹[**District level Mukhya Mantri Sukh Aashray Kosh**] at the Headquarters at each District in the State under the Department of Social Justice & Empowerment, Himachal Pradesh.

2. Contribution towards the fund

(1) Mukhya Mantri Sukh Aashray Kosh

- I. Government of Himachal Pradesh will contribute towards this fund to build corpus of Mukhya Mantri Sukh Aashray Kosh.
- II. Mukhya Mantri Sukh Aashray Kosh may receive voluntary donations, contributions or subscriptions as may be made by any individual or organization or Trust or Religious Institutions or funds or funds under Corporate Social Responsibility, whether or not for any specific purpose.
- III. Percentage contribution from the District level Mukhya Mantri Sukh Aashray Kosh.

(2) District level Mukhya Mantri Sukh Aashray Kosh

- I. District Level Mukhya Mantri Sukh Aashray Kosh may receive voluntary donations, contributions or subscriptions as may be made by any individual or organization or funds or funds under Corporate Social Responsibility, whether or not for any specific purpose.

3. State Level Committee to Administer the Mukhya Mantri Sukh Aashray Kosh

The Mukhya Mantri Sukh Aashray Kosh shall be maintained and administered by the Social Justice & Empowerment Department of the State Government through the Directorate of Women and Child Development. The State Level Committee comprising of following officers will be responsible for managing administrative and financial affairs of Mukhya Mantri Sukh Aashray Kosh:

- i. Minister SJ & E as Chairperson
- ii. Secretary of the Department of Social Justice & Empowerment.

- iii. Secretary, Finance
- iv. Secretary, Education.
- v. Secretary, Technical Education.
- vi. Director, ESOMSA
- vii. Director, Women and Child Development as Member Secretary.

Committee shall meet at least once in six months or earlier as per requirement.

4. Utilization of Mukhya Mantri Sukh Aashray Kosh.

Funds of the Mukhya Mantri Sukh Aashray Kosh may be utilized by the State Government as per the detailed Scheme guidelines formulated under Mukhya Mantri Sukh Aashray Yojna for the following purposes, namely:-

- (i) Sponsoring of higher and professional studies, skill development courses, vocational courses, coaching etc. in ITIs, AIIMS, IITs, NITs, IIMs, and Nursing Colleges etc. including education in reputed foreign institutions recognized by Govt. of India (only meritorious persons), of orphans, ex-residents of the Child Care Institutions / children covered under foster care & sponsorship/ beneficiaries of Mission Vatsalya / State Home-cum-Protective Homes for women (Nari Sewa Sadan) and Shakti Sadan.
- (ii) If any individual/ organization / company wants to sponsor the entire expenditure per annum being incurred in the boarding/ lodging, education and other components of the scheme for one year or any number of years, they will be allowed to sponsor for the same under Mukhya Mantri Sukh Aashray Kosh.
- (iii) Providing additional facilities related to health & wellness, sports and recreation etc. in the Child Care Institutions, State Home-cum-Protective Home for women (Nari Sewa Sadan), Shakti Home and Old Age Homes. If required the residents of these homes will be referred to recognized Govt. & private Institutions of repute.
- (iv) Providing subsistence support to the children leaving Child Care Institution, children getting out of foster care/ sponsorship on attaining the age of eighteen years and to the destitute women leaving State Home-cum-Protective Home for women (Nari Sewa Sadan) and Shakti Sadan.
- (v) Providing after care facilities and entrepreneurship / start up assistance to persons

who have crossed the age of eighteen within institutionalized care or non-institutional care under Mission Vatsalya, destitute women leaving State Home-cum-Protective Home for women (Nari Sewa Sadan) and Shakti Sadan, for starting up small businesses to support reintegration into mainstream life;

- (vi) Rehabilitation of children in difficult circumstances.
- (vii) Supporting programmes for the welfare of the children in the Child Care Institutions, destitute women in State Home-cum-Protective Home for women (Nari Sewa Sadan), Shakti Sadan, elderly persons in Old Age Homes and other orphans which can't be carried out under any existing welfare scheme for these categories.
- (viii) Organizing of annual educational tour/ excursion tour to the different places of interest in India for the residents of the Child Care Institutions annually.
- (ix) Organizing of tours for the residents of the Old Age Homes and Shelter Homes for women to famous places of the State or outside the State annually.
- (x) Any other programme or activity, as approved by the State Level Committee to support the holistic growth, development and well-being of orphans, children/ orphans covered under JJ Act/ Mission Vatsalya, the destitute women /residents/ ex-residents of State Home-cum-Protective Home (Nari Sewa Sadan), Shakti Sadan and Old Age Homes.

5. District Level Committee to Administer the District Level Mukhya Mantri Sukh Aashray Kosh

The Mukhya Mantri Sukh Aashray Kosh shall be maintained and administered by the Social Justice & Empowerment Department of the State Government through the District Programme Officer. The District Level Committee comprising of following officers will be responsible for managing administrative and financial affairs of District Level Mukhya Mantri Sukh Aashray Kosh:

- i. Deputy Commissioner as Chairperson
- ii. Superintendent of Police,
- iii. Representative of District Service Legal Authority,
- iv. Commissioner/Executive Officer/Secretary Urban Local Body,
- v. Deputy Director-cum-Project Officer District Rural Development Authority.

- vi. Chief Medical Officer.
- vii. District Labour Officer,
- viii. Deputy Director Higher Education
- ix. Deputy Director Elementary Education
- x. District Sports Officer,
- xi. District Welfare Officer,
- xii. Project Officer, Integrated Tribal Development Project.
- xiii. District Coordinator , HPKVN
- xiv. District Planning Officer,
- xv. District Child Protection Officer, WCD
- xvi. District Programme Officer, WCD as Member Secretary.

Committee shall meet at least once in six months or earlier as per requirement.

6. Utilization of District Level Mukhya Mantri Sukh Aashray Kosh.

Funds of the District Level Mukhya Mantri Sukh Aashray Kosh may be utilized by the District Committee for purposes mentioned at under para 4 except for sub-para 4(viii) and 4(ix).

7. Drive for collections of Funds

Special drives for Collections for the District Level Mukhya Mantri Sukh Aashray Kosh shall be organised only once a year for about a week in the District. There may be different weeks for different Districts. Collections can be made/ raised by the Govt. Employees by organizing melas, camps etc.

8. Apportionment of the collections

Out of the collections for the district:-

- (1) 50% of the total collections of the District Level Mukhya Mantri Sukh Aashray Kosh will be credited to the Mukhya Mantri Sukh Aashray Kosh at State Level.
- (2) 50% of the collections be credited to the District Level Mukhya Mantri Sukh Aashray Kosh.

9. Custody of the Account

✓ The account of the Mukhya Mantri Sukh Aashray Kosh shall be operated by the

Directorate of Women and Child Development at State level and District Programme Officer, Women and Child Development at District Level.

10. Tax Clause:

All contributions made to the Mukhya Mantri Suka Aashray Kosh by any individual or organization shall be eligible of tax exemption under Section 80G of Income Tax Act subject to other conditions laid out in the said statute.

11. Audit

The account of the Mukhya Mantri Sukh Aashray Kosh will be audited by office of Pr. Accountant General, Himachal Pradesh (HPAG).

Details of donors shall be declared and uploaded in the portal at the end of the financial year.



Budget Estimate:-

Component	Estimated Expenditure
Recurring Expenditure	
Qualitative improvement	Rs. 11.95 Cr. (Annexure "B 3")
Remuneration to 172 House Mothers @ 14564	Rs. 3.01 Cr.
Remuneration of additional staff for existing Children Homes	Rs. 0.34 Cr. (Annexure "B 4")
Remuneration of Staff proposed in Project Monitoring Unit (PMU) for new Scheme and MMSAK at Directorate level	Rs. 0.17 Cr. (Annexure "B 7")
Remuneration of additional Staff proposed for existing State Home-cum- Protective Home	Rs. 0.12 Cr. (Annexure "B 8")
Recurring expenditure for Old Age Home	Rs. 0.32 Cr. (Annexure "B 5")
Recurring Expenditure for Integrated Home (Remuneration of staff and maintenance of integrated homes)	Rs. 5.66 Cr. (Annexure "B 6")
Recurring Expenditure for After Care institutions (Remuneration of staff and Qualitative improvement)	Rs. 1.02 Cr. (Annexure "B 10")
Expenditure towards RD 0-14 years @ Rs. 1000 for 784 children= Rs. 94,08,000/- 15-18years @ Rs. 2500 for 596 children= Rs. 1,78,80,000/- Destitute/ deserted women @ Rs. 2500 for 35 women= Rs. 10,50,000/- Ekal Nari @ Rs. 2500 for 3500 women= Rs. 10,50,00,000/-	Rs. 13.34 Cr.
Administrative Expenditure	Rs. 1.80 Cr.
Construction of House under MMSAY (100 person @ Rs.1,50,000/-)	Rs. 1.5 Cr.
Construction of House under MMSAY (Orphan not eligible for housing schemes of other Govt. Department) (100 persons @Rs. 3,00,000/-)	Rs. 3.0 Cr.
Total	Rs. 42.23 Cr. Per annum



Component	Estimated Expenditure
Non-Recurring Expenditure	
Qualitative Improvement (furniture etc.)	Rs. 3.74 Cr (Annexure “ B 2”)
Infrastructure up-graduation	(WCD) Rs. 35.00 Cr.+ (ESOMSA) Rs. 1.00 Cr (Annexure “B 1”)
Development of State of Art facilities (CCI HI- Dhalli) Shimla	Rs. 20.00 Cr.
Construction of CCI for Girls (Khaknal) Kullu	Rs. 10.00 Cr.
Construction of Integrated Homes (Jawalaji) Distt. Kangra	Rs. 80.00 Cr
Construction of Integrated Homes (Sundernagar) Distt. Mandi	Rs. 80.00 Cr
Upgradation of After Care Home and facilities	Rs. 0.20 Cr.
Development of IT portal	Rs. 0.10 Cr.
Total	Rs. 230.04 Cr. (plus GST)
GT(Recurring+ Non-Recurring)	Rs. 272.27 Cr. (Rs. 42.23 Cr. +Rs. 230.04 Cr.)

Annexure "B 1"

Up gradation of existing Infrastructure

District	Sr. No	Name of the Institutions	Capacity	No. of Children	Availability of Land	Cost of upgradation
Chamba	1.	Killar at Pangi (Combined)	50	33	4.8652 Biswa	Rs. 2.00 Cr.
	2.	Sahoo (Boys)+ Mehla at Sahoo	25+50=75	24+27=51	Sahoo- 5 bigha Mehla-5.715 bigha	Rs. 5.00 Cr.
Kinnaur	3.	Kalpa	50	29	0.16061 bigha	Rs. 2.00 Cr.
Mandi	4.	Sundernagar (Girls)	50	41	1.79151 bigha	Rs. 5.00 Cr.
Shimla	5.	Mashobra (Girls)+ Sunni at Mashobra	100+50=150	88+11=99	Sunni-0.9810 bigha	Rs. 10.00 Cr.
	6.	Bal Ashram Masli+ Arki+ Saharahan (Boys) at Masli	100+100+100=300	21+18(+4)+15=54(+4)	Masli-3.064 bigha Sarahan-2.5 bigha	Rs. 5.00 Cr.
	7.	Hiranagar (OH) (Combined)	25	10	5.50 bigha	Rs. 2.00 Cr.
	8.	Shishu Grih	10	18		Rs. 2.00 Cr.
Una	9.	Samoorakalan (OH) (Comb.)	25	7	1.729 bigha	Rs. 2.00 Cr.
Total						Rs. 35.00 Cr.

Construction of New Infrastructure (State of Art facilities)

Component	Estimated Expenditure
Development of State of Art facilities (CCI HI &VI- Dhalli) Shimla	Rs. 20.00 Cr.
Construction of CCI for Girls (Khaknal) Kullu	Rs. 10.00 Cr.
Construction of Integrated Homes (Jawalaji) Distt. Kangra	Rs. 80.00 Cr
Construction of Integrated Homes (Sundernagar) Distt. Mandi	Rs. 80.00 Cr
Development of IT portal	Rs. 0.10 Cr.
Total	Rs. 190.00 Cr. (plus GST)

Component	Estimated Expenditure
Development of IT portal	Rs. 0.10 Cr.

Annexure "B 2"

Detail of Non- Recurring Expenditure under Qualitative Improvement

Sr. No.	Articles	Estimated Expenditure per Child (in RS.)
1.	Wooden Box Bed	8,000/-
2.	Cub-board	8,000/-
3.	Study Table- Chair	5,000/-
4.	Table lamp	5,00/-
5.	Book Shelf	4,000/-
6.	Electric Kettle	1,200/-
7.	Lap Top for children from class 10 th to 12 th (approx. 250 children)	40,000/-
	Total	59,200/-

Amount for Laptops= 250 x 40,000/- = Rs. 1,00,00,000/-

Amount for other articles= 670 x 26,700/- = Rs. 1,78,89,000/-

Total amount for 360 children of CCIs proposed for upgradation = Rs. 2,78,89,000/-

Sr. No.	Component	Estimated Expenditure per CCI (in RS.)
1.	Commercial Washing Machine with dryer	2,00,000/-
2.	Oven	60,000/-
3.	Tea-Coffee Vending Machine	25,000/-
4.	Cutlery Utensils	50,000/-
5.	Fumigation Machine	27,000/-
5.	Smart TV 50 Inch @ 63,000/-	1,26,000/-
6.	Music System wireless bluetooth	37,000/-
7.	Play Station PS5 console	67,000/-
8.	Musical Instruments	1,10,000/-
9.	Smart board	2,50,000/-
	Total	9,52,000/-
	For 10 CCIs	95,20,000/-

Annexure "B 3"

Detail of Expenditure under Qualitative Improvement

Bedding					
Sr. No	Article	Quantity per child as per JJ Act, 2015	Proposed under New Scheme	Amount under mission Vatsalya	Amount proposed under new Scheme
1.	Mattress	1 at the time of admission and subsequently 1 after every 1 year	Mattress of high quality @ Rs. 5000/-	Rs. 1000/ per Child Per Annum	5000/-
2.	Cotton Durry	2 at the time of admission and subsequently 2 after every 2 years	-	0	0
3.	Mattress cover	2 at the time of admission	Mattress cover of high quality @ Rs. 1000/-		2000/-
4.	Cotton bed sheets	2 at the time of admission and subsequently 1 after every 6 months	Cotton bed sheets of different colors scheme i.e. 6 at the time of admission and subsequently 6 after every one year for children 0-6 years @ Rs. 1250/- 4 at the time of admission and subsequently 2 after every six months for children 7-18 years @ Rs. 1250/-		7500/-
5.	Pillow (Cotton stuffed)	1 at the time of admission and subsequently 1 after every 1 year	1 at the time of admission and subsequently 1 after every 1 year. micro fiber pillow @ Rs. 750		700/-
6.	Pillow covers	1 at the time of admission and subsequently 1 after every 1 year	3 at the time of admission and subsequently 2 after every 1 year @ Rs. 200/-		600/-
7.	Cotton blankets/ Khes	2 at the time of admission and subsequently 1 after every 2 years	Good quality blankets i.e. 2 at the time of admission and subsequently 2 after every 2 years @ Rs. 1000		2000/-
8.	Cotton	1 at the time of	Good quality fiber quilt i.e. 1		2000/-

	filled quilt	admission and subsequently 1 after every 2 years (in cold region in addition to the blankets)	at the time of admission and subsequently 1 after every 2 years shall be provided. Micro fiber 200 gsm @ Rs. 2000/-		
9.	Mosquito net	1 at the time of admission and subsequently 1 after every 6 months	As per the requirement @ Rs. 1200		1200/-
10.	Cotton towels	2 at the time of admission and subsequently 1 after every 3 months	Good quality towel i.e.2 at the time of admission and subsequently 1 after every 6 months shall be provided.400gsm @ 600/-		1800/-
11.	Woolen blankets	Nil	1 two ply mink blanket at the time of admission @ Rs. 4500		4500/-
	Total				27,300/-

Total Recurring Expenditure under Qualitative Improvement (bedding)

Sr. No.	Component	Amount under JJ Act per Child per annum	Amount proposed under the new Scheme per child per annum	Additional Amount per Child
1	Bedding	1000	27,300/-	27,300-1000=26,300/-
	Total Expenditure for 670 children	26,300 x 670		1,76,21,000/-

Clothing for Girls					
Sr. No	Article	Quantity per Child as per JJ Act, 2015	Good quality articles Proposed under New Scheme	Amount under mission Vatsalya	Amount proposed under new Scheme
1.	Skirts and Blouse or Salwar Kameez or Half Sari with Blouse	5 sets per year for girls depending on age and regional preferences	5 sets per year for girls depending on age @ 1500/-	Rs. 3000/- per Child	7500/-

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	and Petticoat				
2.	Age appropriate undergarments	3 sets every quarter.	3 sets every quarter.@ Rs. 950/- (550 lower & 400 upper)		2850/-
3.	Sanitary Towels	2 packs per year for elderly girls.	3 packs per year for elderly girls.@ 1000/-		2000/-
4.	Woollen Sweaters (full sleeves)	2 sweaters yearly.	3 sweaters yearly. @ Rs. 3000/-		9000/-
5.	Woollen Sweaters (Half sleeves)	2 sweaters yearly.	3 sweaters yearly.@ Rs. 1500/-		4500/-
6.	Woollen Shawls	1 per year.	2 per year.@ 2000/-		4000/-
7.	Nightwear	2 sets every 6 months.	3 sets every years @ Rs 1500/-		4500/-
8.	Jackets		2 set every year @ 4000/-		4000/-
9.	Sanitary pads	Nil	Pack of 50 for every quarter @ Rs. 625		2500/-
Total					40,850/-
Clothing for Boys					
Sr. No	Article	Quantity per Child as per JJ Act, 2015	Good quality articles proposed under New Scheme		
1.	Shirts	2 at the time of admission and subsequently 1 after every six months	3 at the time of admission and subsequently 1 after every six months @1200/-		4800/-
2.	Shorts	2 at the time of admission and subsequently 1 after every months for younger boys.	2 at the time of admission and subsequently 2 after every six months for younger boys. @ 800/-		3200/-
3.	Pants	2 at the time of admission and subsequently 1 after every months for elderly boys.	3 at the time of admission and subsequently 1 after every six months for elderly boys. @ Rs. 1800/-		7200/-
4.	Age appropriate undergarments	3 sets every quarter.	3 sets every quarter.@ Rs. 1250/-		3750/-
5.	Woollen jerseys	2 yearly.	3 yearly.@ 3000/-		9000/-

	(full sleeves)				
6.	Woollen jerseys (half sleeves)	2 yearly.	3 yearly. @ Rs. 2700/-		8100/-
7.	Woollen Caps	1 in 1 year.	2 in 1 year. @ 500/-		1000/-
8.	Kurta Pyjama for nightwear	2 sets every 6 months.	Nil		0
9.	Night suits	nil	3 sets every year.@ Rs. 2000/-		6000/-
10.	Jackets		2 set every year @ 2000		4000/-
Total					47,050/-

Miscellaneous Articles					
Sr. No	Article	Quantity per Child as per JJ Act, 2015	Proposed under New Scheme	Amount under mission Vatsalya	Amount proposed under new Scheme
1.	Slippers	1 pair at the time of admission and subsequently after every 6 months.	1 pair at the time of admission and subsequently 1 after every 6 months.@ Rs. 500/-		1000/-
2.	Sports shoes	1 pair at the time of admission and subsequently 1 pair after every 1 year.	2 pair at the time of admission and subsequently 1 pair after every 1 year. @ Rs. 3000/-		6000/-
3.	School uniform	2 sets every six months for children attending schools.	6 sets every year for children attending schools. @ Rs. 6000/- (3 winters and 3 summers)		36000/-
4.	School Blazer	Nil	1set every year for children attending schools. @ Rs. 3000/-		3000/-
4.	School bag	1 every year for children attending schools.	1 bags every year for children attending schools @ Rs. 1500/-		1500/-
5.	School shoes	1pair at the time of admission in school and subsequently 1 pair after every 6 months.	2 pair at the time of admission in school and subsequently 2 pair after every 6 months/ year. @ Rs. 1500/-		6000/-
6.	Handkerchiefs	2 at the time of admission and subsequently 2 after every 2months.	3 at the time of admission and subsequently 2 after every 2 months. @ Rs. 50/-		250/-
7.	Socks	3 pairs every six	3 pairs every six months.		600/-

	months.	@ Rs. 100/-	
Total			54350/-

Miscellaneous Articles			
Sr. No	Article	Quantity per Child as per JJ Act, 2015	Proposed under New Scheme
1.	Hair oil for grooming the hair	100 ml per month.	As per requirement.
2.	Toilet soap/ handwash	2 bars of 100gm per month.	
3.	Tooth brush	1 in every 3 months.	
4.	Toothpaste	100 gm (a tube) per month.	
5.	Comb	1 in every three month.	
6.	Shampoo sachets	8 in a month (10ml/ per sachet)	
7.	Bathing soap	2 bars of 125 gm per month.	
8.	Hair clip/ band	2 bands in 3 months.	
9.	Moisturizer or cold cream (during winters)	250 ml in a month.	

Total Recurring Expenditure under Qualitative Improvement Component

Sr. No.	Components such as Clothing, food Miscellaneous	Amount under JJ Act per Child	Amount proposed under the new Scheme per child	Additional Amount per Child
1.	Quality food (Top UP) Additional amount for quality food	3000x12= 36,000	1,000 x12 =12000/-	1,66,250- 36,000
2.	Miscellaneous (Books, Stationary, Toiletries etc.) @1000 per month per child		1,000 x12 =12000/-	
	Grand Total (40,850+47,050+54,350+12,000+12,000)		1,66,250/-	1,30,250
	Total Expenditure for 670 children	1,30,250 x 670		8,72,67,500/
	Clothing Allowance @10,000/-	For children in CCIs 1380 x 10,000/- =Rs. 1,38,00,000/- For women in State Home-cum-Protective Home/ Shakti Sadan 35x 10,000/- = Rs. 3,50,000/- For resident of Old Age Home 50x 10,000/- = Rs. 5,00,000/-		1,46,50,000/-
	Grand Total Recurring Expenditure under Qualitative Improvement Component	1,76,21,000/-+8,72,67,500/-+1,46,50,000/-		11,95,38,500

Annexure "B 4"

Staff Remuneration for Child Care Institution, with the Capacity to Accommodate 50 Children

Sr. No.	Staff Remuneration	Existing under Mission Vatsalya per annum (in Rs.)	Proposed under New Scheme per month	Proposed under New Scheme per Annum	Additional Funds required per annum
1	One Officer-in-Charge (Superintendent) @ Rs.33,100/-per month	3,97,200	-	-	-
2	One Counsellor @ Rs.23,170/-per month	2,78,040	-	-	-
3	One Probation Officer/Child Welfare Officer/Case Worker @ Rs.23,170/-per month	2,78,040	-	-	-
4	Two House Mother or /House Father @Rs.14,564/-x 2 per month	3,49,536	Additional 9 House mother @ Rs 14564/- per month	Rs. 15,72,912/-	Rs. 15,72,912/-
5	One Paramedical staff @ Rs.11,916/- per month	1,42,992	-	-	-
6	One Store-keeper cum Accountant @ Rs.18,536/- per month	2,22,432	-	-	-
7	One Educator @ Rs.10,000/-per month	1,20,000	@ Rs.16648/- per month	Rs. 1,99,776	Rs. 79,776/-
8	One Art & Craft cum Music Teacher @ Rs.10,000/-per month	1,20,000	@ Rs.16648/- per month	Rs. 1,99,776	Rs. 79,776/-
9	One PT Instructor cum Yoga Trainer @ Rs.10,000/-per month	1,20,000	@ Rs.16648/- per month	Rs. 1,99,776	Rs. 79,776/-
10	Two Cook @ Rs.9,930/- per month	2,38,320	@ Rs.11,000/- per month	Rs. 2,64,000/-	Rs. 25,680/-
11	Two Helper cum Night Watchman preferably Women in Girl Child CCI @ Rs.7,944/- per month	1,90,656	@ Rs.11,000/- per month	Rs. 2,64,000/-	Rs. 73,344/-
12	One Housekeeper @ Rs.7,944/-per month	95,328	@ Rs.11,000/- per month	Rs. 1,32,000/-	Rs. 36,672/-
13.	Two Sweeper	Nil	@ Rs.11,000/-	Rs. 2,64,000/-	Rs. 2,64,000/-

			per month		
14.	One Vocational Teacher	Nil	@ Rs.16648/- per month	Rs. 1,99,776	Rs. 1,99,776
15.	One Computer Teacher	Nil	@ Rs.16648/- per month	Rs. 1,99,776	Rs. 1,99,776
16.	Four Security Guard	Nil	@ Rs.11490/- per month	Rs. 5,51,520/-	Rs. 5,51,520/-
17.	Two Washer men/ women (Dobhi)	Nil	@ Rs.10500/- per month	Rs. 2,52,000/-	Rs. 2,52,000/-
	Total	Rs. 25,52,544		Rs. 40,47,312/-	Rs. 34,15,008/-

Staff Remuneration for Specialised Adoption Agency with the Capacity to Accommodate 10 Children

Sr. No.	Staff Remuneration	Existing under Mission Vatsalya per annum (in Rs.)	Proposed under New Scheme per month	Proposed under New Scheme per Annum	Additional Funds required per annum
1	One Manager/Coordinator @ Rs.23,170/-per month	2,78,040			
2	One Social Worker-cum- Early Childhood	2,22,432			
3	One Nurse @ Rs.11,916/-per month	1,42,992			
4	One Doctor (Part time) @ Rs.9,930/-per month	1,19,160			
5	Six Ayahs @ Rs.7,944/-per month	5,71,968	Additional 15 House mother @ Rs 14564/- per month (as per present strength of 18 children) Total 15+6=21	Rs. 36,70,128/- (14598x21x12)	Rs. 30,98,160/-
6	One Chowkidar @ Rs.7,944/-per month	95,328	@11000	Rs. 1,32,000	36,672
	Total	14,29,920			31,34,832/-



Annexure "B 5"

Budget estimate required for Old Age Home					
Sr. No	Head	Existing provision of post and salary/Honorarium	Annual expenditure	Additional Proposed	Additional amount required
A	Recurring Expenditure				
(i)	Staff salary-				
	Manager	01 (@ Rs.22702/- pm)	272424/-	0	0
	Attendant	01 (@ Rs.18748/- pm)	224976/-	1056000/- (08 @Rs11000/-)	831024/-
	Cook	01 (@ Rs.18748/- pm)	224976/-	0	0
		01 (Daily wages) (@ Rs.350/-Per day)	127750/-	0	0
	Cleaning and sweeping workers(out-source)	03 (Daily wages) (@ Rs.350/-Per day)	383250/-	0	0
	Sweeper (daily wages)	01 (Daily wages) (@ Rs.350/-Per day)	127750/-	0	0
	Aaya	01 (Daily wages) (@ Rs.18748/-pm)	224976/-	0	0
	Security guard (out-source)	04(Daily wages) (@ Rs.350/-Per day)	511000/-	0	0
	Peon cum Mali	01 (@ Rs.18748-pm)	224976/-	0	0
(ii)	Building rent/maintenance 5000/pm	-	60000/-	120000/-	60000/-
(iii)	Health care- Part Time Doctor	01 (4 visits in a month) @ Rs.1000/visit	48000/-	96000 @ Rs2000/visit	48000/-
	Medicine/Ambulance expenses etc.	-	100000/-	500000/-	400000/-
(iv)	Food @Rs.2000/residents	-	1200000/-	1800000/- @Rs.3000/residents	600000/-
(v)	Clothing/bedding etc. i. For winter and summer clothing Rs. 5000/- for each season including shoes for each resident.	-	268000/-	1200000/-	932000/-

	ii. mattresses, Blankets, Quilts, bed sheets, pillows, carpets etc.				
(vi)	Recreation (including Books, Magazines, Newspapers, Outings, religious and Cultural Programmes, Games like Caroms chess, card etc.)	-	60000/-	500000/-	440000/-
(vii)	Miscellaneous and contingency (electricity, water etc.)	-	160000/-	250000/-	90000/-
	Total (i to vii)		4218078/-	5522000/-	3401024/-
B	Non-recurring items				
	Items like furniture, utensils, television etc.		400000/-	9600000/-	9200000/-
	Grand total A+B		5026344/-	15122000/-	12601024/-



Annexure "B 6"

RECURRING EXPENDITURE (Staff remuneration) of Additional Staff for Integrated Home

Sr. No.	Name of the Post	No. of Posts	Monthly Expdt. (in Rs.)	Yearly Expdt. (in Rs.)	Minimum Qualifications
(a.) Administrative:					
1	Manager-cum-Incharge of Institution	01	40,000	4,80,000	Post Graduate in Social sciences or M.S.W with 2 years of administrative experience or experience in institutes/organizations preferably in the field of Sr. Citizens/Specially Abled/ Women & Child Development. They should possess working knowledge of computers.
2.	Accountant cum Clerical assistant with computer knowledge	01	18536	2,22,432	Graduate in Commerce with knowledge of accounts and working knowledge of computers.
3.	Gym Instructor	01	16448	1,97,376	
4.	Swimming Instructor	01	16448	1,97,376	
5.	Electrician	01	11880	1,42,560	
6.	Plumber	01	11880	1,42,560	
7.	Washer men/ women (Dhobi)	08	10500 x 08 =84000	10,08,000	
8.	Gardener	02	10500 x 2 =21000	2,52,000	
9.	Sweeper	02	10500 x 02 = 21000	2,52,000	5 th Pass
10	Security Guard	08	11490 x 08 = 91920	11,03,040	Matriculate or Ex-serviceman
11.	Security Guard for swimming pool	02	11490 x 2 = 22980	2,75,760	
12.	Pujari	01	11880	1,42,560	
Total				44,15,664	
(b.) Medical:					
1	Doctor (Full	02	60,000 x	14,40,000	Doctors should essentially be

	time)		2 1,20,000		qualified as MBBS and MD BAMS or MD(AM)
2	Psychologist	01	40,000	4,80,000	MA in Psychology with Diploma in Clinical Psychology with 1- 2 years' experience in the field.
3.	Physiotherapist	02	30000 x 2 = 60000	7,20,000	Graduate diploma in physiotherapy B.P.T.
4	Nurse (full time)	04	11916 x 4 = 47664	5,71,968	A qualified nurse with GNM/B.Sc. nursing degree and should be willing to be trained by the agency, as decided by Deptt. Of SJ&E.
5	Ward Boys/ Helpers/Peon	04	11,000 x 4 = 44,000	5,28,000	Matriculate preferably with experience of working in Hospitals/ Health Care Centers.
Total				37,39,968	
(c.) Teaching Staff for Shelter Home for Women and Old Age Home:					
1.	Art, Craft, and Music Teacher	01	16448	1,97,376	Degree/ diploma in related field Possessing experience of at least three years in the discipline
2.	Yoga Teacher	01	16448	1,97,376	Degree/ diploma in related field Possessing experience of at least three years in the discipline
4	Vocational Teacher such as sewing, cutting, embroidery and tailoring, making preservative food etc.	01	16448	1,97,376	Diploma in related field Possessing experience of at least three years in the discipline
Total				5,92,128	
TOTAL				87,47,760/-	

RECURRING EXPENDITURE (Other than Staff remuneration)

S. No.	Item	Monthly Expenditure (Rs.)	Annual Expenditure (Rs.)
1	Maintenance of building	50,000	6,00,000
2	Medicines etc.	1,00,000	12,00,000
3	Contingencies including office expenses (Stationery, water, electricity, postage, telephone, maintenance and repairing of bed, linen, Documentation & IEC material, printing, etc.)	2,00,000	24,00,000
4.	Hiring of Vehicles.	60,000	7,20,000
TOTAL		4,10,000/-	49,20,000/-

Total Recurring Cost of Integrated Home

	RECURRING EXPENDITURE (Staff remuneration Common Staff)	87,47,760/-
	RECURRING EXPENDITURE (Staff remuneration for CCLs (8 Blocks))	2,73,20,064/-
	RECURRING EXPENDITURE (Staff remuneration for Women Block)	86,14,000/-
	RECURRING EXPENDITURE Old Age Home	76,19,102/-
	RECURRING EXPENDITURE (Other than Staff remuneration)	49,20,000/-
GRAND TOTAL		5,66,20,926/-

Annexure "B 7"

Human resource requirement in Project Monitoring Unit (PMU) for monitoring of this new scheme and MMSAK at Directorate level

Sr. No.	Name of the Post	No. of Posts	Monthly Expdt. (in Rs.)	Yearly Expdt. (in Rs.)	Minimum Qualifications
1	Programme Officer	01	34,755/-	4,17,060	Post Graduate in Social work/sociology/ Child Development/ Human rights/ Public Administration/ Psychology/ Psychiatry/ Law / Public Health/ Community Resource Management or equivalent from recognized University. Or Graduate in Social Work/Sociology/ Child Development/ Human rights Public Administration/ Psychology/ Psychiatry/ Law / Public Health/ Community resource management or equivalent from recognized University with two years' experience in project formulation/ implementation, monitoring and supervision in preferably in the field of women and Child Development and Social Welfare Proficiency in Computers.
2.	IT Programmer	01	30,000/-	3,60,000/-	Bachelor's degree in computer science, information technology, or computer engineering from recognized University with two years' experience in project formulation/ implementation, monitoring.
3.	Accountant	01	18536	2,22,432/-	Graduate in Commerce/ Mathematics degree from a recognized University. At least 1 year experience of working in desired field

					Computer Skills & command on Tally
4.	Office Assistant with computer knowledge	02	13240x2 =26480	3,17,760/-	12 th pass from recognized board/ Equivalent Board with Diploma/ Certificate in Computers At least one year experience of working with Govt./ NGO-Government Organization.
5.	Data Entry operator	01	13.240	1,58,880/-	12 th pass from recognized board/ Equivalent Board with Diploma/ Certificate in Computers At least one year experience of working with Govt./ NGO-Government Organization.
6.	Peon	01	11000	1,32,000/-	Matriculate preferably with experience of working
7.	Sweeper	01	11000	1,32,000/-	5 th Pass
	Total			17,40,132/-	

Annexure "B 8"

Additional Staff requirement for State Home-cum-Protective Home (Nari Sewa Sadan)

Sr. No.	Name of the Post	Existing posts	Annual expdt. on existing posts	Additional Posts Proposed	Monthly Expdt. On proposed posts (in Rs.)	Yearly Expdt. (in Rs.) on proposed posts
1	Superintendent (Home)	01	9,60,000	-	--	--
2	Warders	02	10,80,000	04 @ Rs. 10500 per month per person	42,000/-	5,04,000/-
3	Sweepers (outsourced)	02	2,52,000	02 @ Rs. 10500 per person per month	21,000/-	2,52,000/-
4	Washer Women	01	1,26,000	02 @ Rs. 10500 per person per month	21,000/-	2,52,000/-
5	Chowkidar	02	13,20,000	--	---	--
6	Helper	--	--	01 @ Rs. 10500 per person per month	10,500/-	1,26,000/-
7	Peon	01	6,60,000	--	--	--
8	Cook	02	10,80,000	--	--	--
9	Clerk	01	4,80,000	--	--	--
10	Security Guards (outsourced)	03	4,30,000	--	--	--
11	Art & Craft Teacher (Casual-Hour Based)	01	96,000	--	--	--
12	Music Teacher (Casual-Hour Based)	01	96,000	--	--	--
	Total	17	68,80,000	08	94,500/-	11,34,000/-

Note:- Contractual/ Outsourced staff, if any, will not be paid wages at a rate lower than the prescribed minimum wages by the State for the relevant skills/ knowledge sets. The social security benefits such as EPF, ESIC or any other statutory benefits need to be extended to staff engaged by the State as per extant provisions of Law. Any other statutory taxes/ duties such as GST etc. and Employer Share of EPF, ESIC would not be deducted from the salary of the contractual/ outsourced staff. The applicable taxes and duties would be payable by the State Government from their own budget.

Annexure "B 9"

Educational/ excursion Tour:-

Sr. No.	Component	No. of Beneficiaries	Estimated Expenditure per CCI (in RS.)
1.	Educational/ excursion Tour @ 1,00,000/- per child	360	3,60,00,000/-
2.	Bharat Yatra @ 1,00,000/- per child	50	50,00,000/-
	Total		4,10,00,000/-

Higher Education (125 X 1.00 Lakh)	Rs. 1.25 Cr.
Coaching/ Skilling - Start-up	Rs. 0.35 Cr.

Annexure "B 10"

Financial Support to After Care Institution with the Capacity to Accommodate 50 Persons

Sr. No.	Item of Expenditure	Amount per annum (in Rs.)
(A) Non- Recurring Expenditure (once in five years)		
1.	Structural changes, up-gradation of accommodation facilities and maintenance	10,00,000
2.	Up-gradation of facilities like purchase /maintenance of Television, computer, Books and furniture, kitchen equipment etc.	10,00,000
	Total	20,00,000

Recurring Expenditure (per Annum)

(B) Staff Remuneration		Amount per annum (in Rs.)
1	One Officer-in-Charge (Superintendent) @ Rs.33,100/-per month	3,97,200
2	One Counsellor @ Rs.23,170/-per month	2,78,040
3	One Probation Officer/Child Welfare Officer/Case Worker @ Rs.23,170/-per month	2,78,040
4	One House Mother or /House Father @ Rs.14,564/- per month	1,74,768
5	One Paramedical staff @ Rs.11,916/- per month	1,42,992
6	One Store-keeper cum Accountant @ Rs.18,536/-per month	2,22,432
7	Two Cook @ Rs.11,000/- per month	2,64,000
8	Two Helper cum Night Watchman preferably Women in women institution @ Rs.11,000/- per month	2,64,000
9	One Housekeeper @ Rs.11,000/- per month	1,32,000
10.	One Sweeper @ Rs.11,000/- per month	1,32,000
	Total	24,85,248

(C) Administrative Expenses		Amount per annum(in Rs.)
1.	Maintenance @ Rs. 5000/- per person per month (for food, medicine, soap, oil etc.)	30,00,000
2.	Clothing including slippers and shoes @ 54900 per person per year	27,45,000



2.	Bedding including mattress, bet sheets, pillow, blanket, quilt, dari/ mais etc. @ 27300/- per person per year	13,65,000
3.	Administrative Expenses – Water Electricity, Transportation etc.	6,00,000
	Total	77,10,000
	Total Recurring Cost (B+C)	1,01,95,248
	Grand Total (A+B+C) Non- recurring + Recurring Grant	1,21,95,248

Total expenditure for establishing two After Care Institutions = 2 x 1,21,95,248 = Rs. 2,43,90,496/-

Annexure "B 11"

Application Form for eligibility certificate for orphan abandoned and surrendered children/ person under Mukhya Mantri Sukh Aashray Yojna

1. Name of applicant _____
2. Father's _____ Date of Death _____
3. Mother's Name _____ Date of Death _____
4. Permanent Home Address of applicant
Village _____ Post Office _____
Pin Code _____
Panchayat _____ Tehsil _____
District _____
5. Date of birth of the applicant _____
6. Aadhar No. _____
7. Bank Detail of applicant;
Account no (Aadhar seeded) _____
IFSC code & _____
Name of branch _____

Photograph

Date:-

Signature of the Applicant

Following documents are required to be enclosed along with application form as applicable to the applicant :-

- a. Bonafide Himachali Certificate.
- b. Income Certificate.
- c. Proof of Date of Birth (10th class certificate/ Birth Certificate).
- d. Death Certificate of Father & Mother.
- e. Certificate from CWC regarding declaration of abandoned.
- f. Certificate from CWC regarding declaration of surrendered child.



Certificate to declare eligibility

(only for the purpose of providing benefits under Mukhya Mantri Sukh Aashray Yojna)

After perusal of the application No. _____ and all the documents required, I
declare that master/Mr./Ms. _____ S/o/D/o Sh. _____
R/o _____

born on _____ (DOB) is eligible for the purpose of receiving benefits under
Mukhya Mantri Sukh Aashray Yojna, until _____ (date).

✓

Signature
District Programme Officer
District _____
Dated: _____

Annexure "B 11"

Application Form for eligibility certificate for Ekal Nari under Mukhya Mantri Sukh Aashray Yojna

1. Name of applicant _____
2. Father's/ Husband Name _____
3. Permanent Home Address of applicant
Village _____ Post Office _____
Pin Code _____
Panchayat _____ Tehsil _____
District _____
4. Date of birth of the applicant _____
5. Aadhar No. _____
6. Bank Detail of applicant;
Account no (Aadhar seeded) _____
IFSC code & _____
Name of branch _____

Photograph

Date:-

Signature of the Applicant

Following documents are required to be enclosed along with application form as applicable to the applicant :-

- a. Bonafide Himachali Certificate.
- b. Income Certificate.
- c. Proof of Date of Birth (10th class certificate/ Birth Certificate).
- d. Certificate issued by SHO of the concerned area annually regarding missing of her husband for last seven year.
- e. Certificate issued by concerned BDO on report of Panchayat Secretary and Pradhan annually regarding woman has not married.
- f. Certificate issued by concerned BDO on report of Panchayat Secretary and Pradhan regarding women has been deserted/ abandoned by her husband and has been living separately from her husband or living with her parents.
- g. Certificate of Unwed mothers issued by concerned BDO on report of Panchayat Secretary and Pradhan.

Certificate to declare eligibility

(only for the purpose of providing benefits under Mukhya Mantri Sukh Aashray Yojna)

After perusal of the application No. _____ and all the documents required, I
declare that /Ms. _____ D/o, W/o Sh. _____
R/o _____

born on _____ (DOB) is eligible for the purpose of receiving benefits under
Mukhya Mantri Sukh Aashray Yojna, until _____ (date).

✓

Signature

District Programme Officer

District _____

Dated: _____

Annexure "B 12"

Form

Application for marriage grant to Men/Women under Mukhya Mantri Sukh Aashray Yojna
(To be submitted 6 months in advance or within 6 months after marriage) (Once in life time)

1. Name of applicant _____
2. Father's Name _____ Date of Death _____
3. Mother's Name _____ Date of Death _____
4. Guardian's Name _____
5. Permanent Home Address of applicant
Village _____ Post Office _____ Pin Code _____
Panchayat _____ Tehsil _____ District _____
6. Date of birth of the applicant _____
7. Aadhar No. _____
8. Bank Detail of applicant; Name of branch _____
9. IFSC code & _____
10. Account No. (Aadhar seeded) _____
11. BPL Number (if any) _____
12. Name, and address of person with whom, the applicant is being married.
Name _____ S/o, D/o Sh/Smt. _____
Village _____ Post Office _____ Pin Code _____
Panchayat _____ Tehsil _____ District _____
13. Date of Birth of boy/girl with whom, the applicant is being married _____
14. Aadhar Number of proposed spouse _____
15. Age of applicant at the time of marriage _____
16. Age of proposed spouse at the time of marriage _____
17. Proposed date of marriage _____
18. Amount of assistance required:- _____

Photograph

Signature of the Applicant

Date:-

Correspondence Address _____



Declaration

I _____ daughter /son/wife of Sh. _____
Village _____ Post Office _____
Tehsil _____ District _____ (H.P.) solemnly affirm that all the
particulars given in the application form are true and no facts have been concealed. I
also declare that I have not/will not avail the grant under Mukhyamantri Kanyadan
Yojna or any other scheme of similar nature for this period for the purpose of
Marriage.

Signature of Applicant/thumb impression

Following documents are required to be enclosed along with application form:-

1. Copy of eligibility Certificate for availing benefits under the scheme.
2. Copy of Aadhar of applicant and proposed spouse.
3. BPL Certificate (if any)
4. Copy of bank account pass book of the applicant.
5. Proof of marriage (counter signed by DPO concerned)

or

Certificate of proposed date of marriage issued by Secretary/ executive Officer of
Gram Panchayat/ Nagar Panchayat/ Nagar Parishad/Municipal Corporation/ Council.

Certification by the Gram Panchayat/M.C.

It is certified that Sh./Smt./Ku. _____
daughter/son/wife of Sh/Smt. _____ Village _____
Post-Office _____ Tehsil _____ District _____ (H.P.) in the
resident of the above mentioned address _____ and that his/her marriage has been
fixed on dated _____



Signature
Secretary/ Executive Officer
Gram Panchayat/Nagar Panchayat/
Nagar Parishad/ M.C
(Stamp)

Verification report

Certified that particulars given in the application form submitted by Sh./Smt./Ku. _____ daughter/son/wife of Sh/Smt. _____ Village _____ Post-office _____ Tehsil _____ Distt. _____ (H.P.) have been verified and found eligible as per the guidelines of the scheme. Hence recommended for sanction of marriage grant under the Mukhya Mantri Sukh Aashray Yojna Scheme. It is also verified that the applicant has not availed/applied earlier for the marriage grant under Mukhya Mantri Sukh Aashray Yojna/ Mukhyamantri Kanyadan Yojna or any other scheme of similar nature of this Department.

District Child Protection Officer
(Stamp)

Signature of District Programme Officer
(Stamp)



Annexure "B 13"

Form

Application for grant for construction of House under Mukhya Mantri Sukh Aashray Yojna

1. Name of applicant _____
2. Father's Name _____ Date of Death _____
3. Mother's Name _____ Date of Death _____
4. Guardian's Name _____
5. Permanent Home Address of applicant
Village _____ Post Office _____ Pin Code _____
Panchayat _____ Tehsil _____ District _____
6. Date of birth of the applicant _____
7. Aadhar No. _____
8. Bank Detail of applicant; Name of branch _____
9. IFSC code & _____
10. Account no (Aadhar seeded) _____
11. BPL Number (if any) _____
12. Detail _____ of _____ land _____ proposed _____ for _____ construction _____ of _____
House _____
(copy of revenue papers of the land (Jamabandi and Tatima) to be attached)
13. Whether availed the benefit under Mukhya Mantri Awas yojna/Pradhan Mantri Awas Yojna and Swaran Jayanti Aashray Yojna/ any other House construction Scheme (mention detail) _____
14. Amount already sanctioned in any other scheme for construction of House _____
15. Amount required under Mukhya Mantri Sukh Aashray Yojna _____
16. Estimate of construction _____
17. If map of building/ House from competent authority is attached (yes/no) _____

Signature of the Applicant _____

Date:- _____

Address for correspondence _____

Declaration

I _____ daughter /son/wife of Sh. _____
Village _____ Post Office _____
Tehsil _____ District _____ (H.P.) solemnly affirm that all the
particulars given in the application form are true and no fact has been concealed. I
also declare that I have availed the grant for construction of House
under _____ scheme of
_____ department or I have not availed
the grant for construction of House under Mukhya Mantri Sukh Aashray Yojna or any
other scheme of similar nature of any other Department of H.P. Government/ GOI.

Signature of Applicant/thumb impression

Following documents are required to be enclosed along with application form:-

1. Copy of eligibility Certificate for availing benefits under the scheme.
2. Copy of Aadhar Card.
3. BPL Certificate (if any)
4. Copy of bank account pass book of the applicant.
5. Copy of revenue papers of the land where construction of house, is proposed.
6. Copy of approved map of the building/ House from competent authority.
7. Copy of Estimate.
8. Copy of sanction of funds for construction of house under any other scheme (if any)
9. NOC regarding non sanctioning of funds for construction of house from Rural Development Department (if applicable).
10. NOC regarding non sanctioning of funds for construction of house from Directorate of ESOMSA (if applicable).



Verification report

Certified that particulars given in the application form submitted by Sh./Smt./Ku. _____ daughter/son/wife of Sh/Smt. _____ Village _____ Post-office _____ Tehsil _____ Distt. _____ (H.P.) have been verified and found eligible as per the guidelines of the scheme. Hence recommended for sanction of grant for construction of House under the Mukhya Mantri Sukh Aashray Yojna Scheme. It is also verified that the applicant have avail the grant for construction of House under _____ scheme of _____ Department or not avail the grant for construction of House under under Mukhya Mantri Sukh Aashray Yojna or any other scheme of similar nature.

District Child Protection Officer
(Stamp)



Signature of District Programme Officer
(Stamp)

Form

Application for Coaching grant under Mukhya Mantri Sukh Aashray Yojna

Photograph

1. Name of applicant _____
2. Father's Name _____ (Death of Death) _____
3. Mother's Name _____ (Death of Death) _____
4. Guardian's Name _____
5. Permanent Home Address of applicant
 Village _____ Post Office _____
 Pin Code _____ Panchayat _____ Teh. _____ Distt. _____
6. Date of birth of the applicant _____
7. Aadhar No. _____
8. Bank Detail of applicant; Branch Name _____
9. IFSC Code _____
10. Account Number (Aadhar seeded) _____
11. BPL Number (if any) _____
12. Existing Educational Qualification _____

Sr. No.	Class	Name of Board/ University	Year of Passing the examination	Marks obtained/ Total Marks	Percentage

13. Name of the course into which coaching is to be pursued _____
14. Duration of the Course _____
15. Total expenditure of the course including:
 - 15.(i) Tuition fee of the course _____
 - 15.(ii) Hostel Charges (if any) _____
 - 15.(iii) Mess charges (if any) _____
 - 15.(iv) Any other charges. _____
16. Name, and address of the institute into which coaching is to be pursued
 Name of the Institute _____
 Address of the Institute _____



Signature of the Applicant

Date:-

Correspondence Address _____

✓

Declaration

I _____ daughter/son of Sh. _____
Village _____ Post Office _____
Tehsil _____ District _____ (H.P.) solemnly affirm that all the
particulars given in the application form true and no fact has been concealed. I also
declare that I have not/will not avail the grant under Mukhya Mantri Sukh Aashray
Yojna or any other scheme of similar nature for this period for the purpose of
coaching.

Signature of Applicant/thumb impression

Following documents are required to be enclosed along with application form:-

1. Copy of eligibility Certificate for availing benefits under the scheme.
2. Copy of Aadhar Card.
3. BPL Certificate (if any)
4. Copy of bank account pass book of the applicant.
5. Certificate of existing educational qualification.
6. Admission certificate of the coaching institute.
7. Copy of fees structure of the course.



Verification report

Certified that particulars given in the application form submitted by
Sh./Smt./Ku. _____ daughter/ son of Sh. /Smt.
_____ Village _____ Post-
office _____ Tehsil _____
Distt. _____ (H.P.) have been verified and found eligible as per the guidelines
of the scheme. Hence recommended for sanction of coaching grant under Mukhya
Mantri Sukh Aashray Yojna It is also verified that the applicant has not
availed/applied for the coaching grant under Mukhya Mantri Sukh Aashray Yojna or
any other scheme of similar nature of this Department for this period for the purpose
of coaching grant.

Date:-

Signature of District Programme Officer/
(Stamp)

Form

Application for Higher Education (Academic) under Mukhya Mantri Sukh Aashray Yojna

1. Name of applicant _____
2. Father's Name _____ Date of Death _____
3. Mother's Name _____ Date of Death _____
4. Guardian's Name _____
5. Permanent Home Address of applicant
Vill. _____ PO. _____ Pin Code _____
Panchayat _____ Teh. _____ Distt. _____
6. Date of birth of the applicant _____
7. Aadhar No. _____
8. Bank Detail of applicant; Branch Name _____
9. IFSC code _____
10. Account number (Aadhar seeded) _____
11. BPL Number (if any) _____
12. Educational Qualification _____

Photograph

Sr. No.	Class	Name of Board/ University	Year of Passing the examination	Marks obtained/ Total Marks	Percentage

13. Name and address of the institute into which admission to be pursued for Higher Education (Academic).

- 13 (i) Name of the Institute _____
 13 (ii) Address of the Institute _____



14. Name of the course into which admission to be pursued _____

15. Duration of the Course _____

16. Total expenditure of the course including :

16(i) Tuition fee of the course _____

16(ii) Hostel Charges (if any) _____

16(iii) Mess charges (if any) _____

16(iv) any other charges. _____

Signature of the Applicant

Date:-

Correspondence Address _____



Declaration

I _____ daughter/son of Sh. _____
Village _____ Post Office _____
Teh. _____ Distt. _____ (H.P.) solemnly affirm that all the
particulars given in the application form are true and no fact has been concealed. I also
declare that I have not/will not avail the grant under Mukhya Mantri Sukh Aashray Yojna
or any other scheme of similar nature for this period for the purpose of Higher Education
(Academic).

Signature of Applicant/thumb impression

Following documents are required to be enclosed along with application form:-

1. Copy of eligibility Certificate for availing benefits under the scheme.
2. Copy of Aadhar Card.
3. BPL Certificate (if any)
4. Copy of bank account pass book of the applicant depicting Bank Name, Branch, IFSC Code & Account Number.
5. Certificate of existing educational qualification.
6. Admission certificate to the Institute, where the applied course is to be pursued.
7. Copy of fees structure of the course, as specified by the Institute.
8. Copy of the Government certification of the institution.
9. Copy of the approved fee structure issued by the government.

Certification by the Superintendent of the Concerned Child Care Institution in case if the applicant is ex resident of Child Care Institution.

It is certified that Sh./Ku. _____
daughter/son of Sh/Smt. _____ Village _____
Post-Office _____ Tehsil _____ Distt. _____ (H.P.) is the ex-resident
of the _____ Child Care Institution.

Signature
District Child Protection Officer
(Stamp)

Signature
In-charge/ Superintendent
(Stamp)



Verification report

Certified that particulars given in the application form submitted by Sh./Smt./Ku. _____ daughter/ son of Sh /Smt. _____
Village _____ Post-office _____ Tehsil _____
District _____ (H.P.) have been verified and found eligible as per the guidelines of the scheme. Hence recommended for sanction of grant for Higher Education under Mukhya Mantri Sukh Aashray Yojna. It is also verified that the applicant has not availed/applied for the grant under Mukhya Mantri Sukh Aashray Yojna or any other scheme of similar nature of this Department previously for this period for the purpose of Higher Education (Academic).

Date:-



Signature of District Programme Officer/
(Stamp)

Form

Application for Vocational Training under Mukhya Mantri Sukh Aashray Yojna

1. Name of applicant _____
2. Father's Name _____ Date of Death _____
3. Mother's Name _____ Date of Death _____
4. Guardian's Name _____
5. Permanent Home Address of applicant
Vill. _____ PO. _____ Pin Code _____
Panchayat _____ Teh. _____ Distt. _____
6. Date of birth of the applicant _____
7. Aadhar No. _____
8. Bank Detail of applicant: Branch Name _____
9. IFSC Code _____
10. Account Number (Aadhar seeded) _____
11. BPL Number (if any) _____
12. Educational Qualification _____

Photograph

Sr. No.	Class	Name of Board/ University	Year of Passing the examination	Marks obtained/ Total Marks	Percentage

13. Name and address of the institute into which admission to be pursued for Vocational Training.

13(i) Name of the Institute _____

13(ii) Address of the Institute _____

14. Name of the course into which admission to be pursued _____



15. Duration of the Course _____

16. Total expenditure of the course including hostel fees, tuition fees etc. _____

16(i) Tuition fee of the course _____

16(ii) Hostel Charges (if any) _____

16(iii) Mess charges (if any) _____

16(iv) Any other charges _____

Signature of the Applicant

Date:-

Correspondence Address _____

4

Declaration

I _____ daughter/son of Sh. _____
Village _____ Post Office _____
Teh. _____ Distt. _____ (H.P.) solemnly affirm that all the particulars
given in the application form are true and no fact has been concealed. I also declare that I have
not/will not avail the grant under Mukhya Mantri Sukh Aashray Yojna or any other scheme of
similar nature for this period for the purpose of Vocational Training.

Signature of Applicant/thumb impression

Following documents are required to be enclosed along with application form:-

1. Copy of eligibility Certificate for availing benefits under the scheme.
2. Copy of Aadhar Card.
3. BPL Certificate (if any)
4. Copy of bank account pass book of the applicant depicting Bank Name, Branch, IFSC Code & Account Number.
5. Certificate of existing educational qualification.
6. Admission certificate to the Institute, where the applied course is to be pursued.
7. Copy of fees structure of the course, as specified by the Institute.
8. Copy of the Government certification of the institution.
9. Copy of the approved fee structure issued by the government.

Certification by the Superintendent of the Concerned Child Care Institution in case if the applicant is ex resident of Child Care Institution.

It is certified that Sh./Ku. _____
daughter/son of Sh/Smt. _____ Village _____
Post-Office _____ Tehsil _____ Distt. _____ (H.P.) is the ex-resident
of the _____ Child Care Institution.

Signature
District Child Protection Officer
(Stamp)

Signature
In-charge/ Superintendent
(Stamp)



Verification report

Certified that particulars given in the application form submitted by Sh./Smt./Ku. _____ daughter/ son of Sh /Smt. _____
Village _____ Post-office _____ Tehsil _____
District _____ (H.P.) have been verified and found eligible as per the guidelines of the scheme. Hence recommended for sanction of grant for Vocational Training under Mukhya Mantri Sukh Aashray Yojna. It is also verified that the applicant has not availed/applied for the grant under Mukhya Mantri Sukh Aashray Yojna or any other scheme of similar nature of this Department previously for this period for the purpose of Vocational Training.

Date:-



Signature of District Programme Officer/
(Stamp)

Annexure "B 17"

Form

Application for Skill Development under Mukhya Mantri Sukh Aashray Yojna

1. Name of applicant _____
2. Father's Name _____ Date of Death _____
3. Mother's Name _____ Date of Death _____
4. Guardian's Name _____
5. Permanent Home Address of applicant
Vill. _____ PO. _____ Pin Code _____
Panchayat _____ Teh. _____ Distt. _____
6. Date of birth of the applicant _____
7. Aadhar No. _____
8. Bank Detail of applicant: Branch Name _____
9. IFSC code _____
10. Account number (Aadhar seeded) _____
11. BPL Number (if any) _____
12. Educational Qualification _____

Photograph

Sr. No.	Class	Name of Board/ University	Year of Passing the examination	Marks obtained/ Total Marks	Percentage

13. Name, and address of the institute into which admission to be pursued for Skill Development

13 (i) Name of the Institute _____

13 (ii) Address of the Institute _____

14. Name of the course into which admission to be pursued _____

15. Duration of the Course _____

16. Total expenditure of the course including hostel fees, tuition fees etc. _____

16(i) Tuition fee of the course _____

16(ii) Hostel Charges (if any) _____

16(iii) Mess charges (if any) _____

16 (iv) Any other Charges _____

Signature of the Applicant

Date:-

Correspondence Address _____



Declaration

I _____ daughter/son of Sh. _____
Village _____ Post Office _____
Teh. _____ Distt. _____ (H.P.) solemnly affirm that all the
particulars given in the application form are true and no fact has been concealed. I also
declare that I have not/will not avail the grant under Mukhya Mantri Sukh Aashray Yojna
or any other scheme of similar nature for this period for the purpose of Skill Development.

Signature of Applicant/thumb impression

Following documents are required to be enclosed along with application form:-

1. Copy of eligibility Certificate for availing benefits under the scheme.
2. Copy of Aadhar card.
3. BPL Certificate (if any)
4. Copy of bank account pass book of the applicant depicting Bank Name, Branch, IFSC Code & Account Number.
5. Certificate of existing educational qualification.
6. Admission certificate to the Institute, where the applied course is to be pursued.
7. Copy of fees structure of the course, as specified by the Institute.
8. Copy of the Government certification of the institution.
9. Copy of the approved fee structure issued by the government.

Certification by the Superintendent of the Concerned Child Care Institution in case if the applicant is ex resident of Child Care Institution.

It is certified that Sh./Ku. _____
daughter/son of Sh/Smt. _____
Village _____ Post-Office _____
Tehsil _____ Distt. _____ (H.P.) is the ex-resident
of the _____ Child Care Institution.

Signature
District Child Protection Officer
(Stamp)

Signature
In-charge/ Superintendent
(Stamp)

6

Verification report

Certified that particulars given in the application form submitted by Sh./Smt./Ku. _____ daughter/ son of Sh /Smt. _____ Village _____ Post-office _____ Tehsil _____ District _____ (H.P.) have been verified and found eligible as per the guidelines of the scheme. Hence recommended for sanction of grant for Skill Development under Mukhya Mantri Sukh Aashray Yojna. It is also verified that the applicant has not availed/applied for the grant under Mukhya Mantri Sukh Aashray Yojna or any other scheme of similar nature of this Department previously for this period for the purpose of Skill Development.

Date:-

Signature of District Programme Officer/
(Stamp)



Form

Application for grant for micro enterprises/ small scale industry under Mukhya Mantri Sukh Aashray Yojna (once in life time)

7. Name of applicant _____
8. Father's Name _____ Date of Death _____
9. Mother's Name _____ Date of Death _____
10. Guardian's Name _____
11. Permanent Home Address of applicant _____
12. _____
- Village _____ Post Office _____ Pin Code _____
- Panchayat _____ Tehsil _____ District _____
13. Date of birth of the applicant _____
14. Aadhar No. _____
15. Bank Detail of applicant: Name of branch _____
16. IFSC code & _____
17. Account no (Aadhar seeded) _____
18. BPL Number (if any) _____
19. Existing Educational Qualification _____
20. A short description/Detailed Project Report (DPR) of the macro enterprises & small scale industry/ self employment unit proposed to be set up (attach proposal)
- _____
- _____
- _____
- _____
- _____
21. Proposed place/ location of the project _____
- (copy of land/ revenue papers to be attached)
22. Total Estimate of the project _____
23. Amount required _____

Photograph

Signature of the Applicant

Date:-

✓

Declaration

I _____ daughter /son/wife of Sh. _____
Village _____ Post Office _____
Tehsil _____ District _____ (H.P.) solemnly affirm that all the
particulars given in the application form are true and no fact has been concealed. I
also declare that I have not/will not avail the grant for startup under micro enterprises,
small scale industry under Mukhya Mantri Sukh Aashray Yojna or any other scheme
of similar nature, of the Department of SI&E.

Signature of Applicant/thumb impression

Following documents are required to be enclosed along with application form:-

1. Copy of Certificate of eligibility for availing benefits under the scheme.
2. Copy of Adhar card.
3. Certificate to the effect that the applicant is a resident of the Child Care Institution /After Care Institution of the state (to be issued by DCPO & counter signed by DPO).
4. BPL Certificate (if any)
5. Copy of bank account pass book of the applicant.
6. Detailed Project Report signed by government official of Industry Department/ Block Development Officer/ Agriculture Department/ Horticulture Department or from other concerned Govt. department.
7. Copy of revenue papers of the land on which the project is proposed to be set up (Jamabandi & Tatima).

Verification report

Certified that particulars given in the application form submitted by
Sh./Smt./Ku. _____ daughter/son/wife of Sh./Smt. _____
Village _____ Post-office _____ Tehsil _____
Distt. _____ (H.P.) have been verified and found eligible as per the guidelines of the
Mukhya Mantri Sukh Aashray yojna. Hence recommended for sanction of grant for small/micro
scale industry under the Mukhya Mantri Sukh Aashray Yojna Scheme. It is also verified that the
applicant has not availed/applied for any other scheme of similar nature of this Department.

District Child Protection Officer
(Stamp)

Signature of District Programme Officer
(Stamp)



Annexure 'A'

3920
2/12/2024

30/11/24

Government of Himachal Pradesh
Department of Social Justice & Empowerment
Section-A, H.P. Secretariat, Shimla-02

No. SJE-A-F (4)-3/2023-II

Dated : Shimla-02, the

28th November, 2024

NOTIFICATION

PM(SARA)
30-11-24
The Governor, Himachal Pradesh in supersession of this department's Notification No. SJE-A-F(4)-3/2023 dated 4th October 2023 and continuation to this department's Notification No. SJE-A-F(4)-3/2023-I dated 4th December 2023 is pleased to further amend the Mukhya Mantri Sukh Aashray Yojna and SOPs thereof (as per Annexure - "A"), with immediate effect, in public interest.

By Order

Ashish Singhmar
Secretary (SJ&E) to the
Government of Himachal Pradesh

Endst. No.: As above.

Dated : Shimla-02, the

28th November, 2024

Copy forwarded for information and necessary action to:

1. The Additional Principal Private Secretary to the Hon'ble Chief Minister, H.P.
2. All the Administrative Secretaries to the Govt. of H.P.
3. The Secretary to the Governor, H.P.
4. All Heads of Department in Himachal Pradesh.
5. All the Deputy Commissioner in Himachal Pradesh.
6. The Private Secretary to the Hon'ble Minister (SJ&E), H.P.
7. The Director, WCD, 4th Floor, M.C. Parking, Tutikandi, Shimla-04.
8. The Joint Secretary (GAD) to the Government of H.P. with reference to Item No. 40 dated 20/11/2024.
9. All the District Programme Officer/ District Child Protection Officer in Himachal Pradesh through the Director (WCD), H.P.
10. The Controller, Printing and Stationary, H.P. Shimla-05 for publication in Rajpatra.
11. Guard file.

28-11-24
[Jeewan Singh]
Joint Secretary (SJ&E) to the
Government of Himachal Pradesh

Existing Provision	Amended Provision
<p>6. Definitions:-</p> <p>a) “child” means a person who has not completed eighteen years of age</p> <p>b) “child in need of care and protection” means a child as defined in section 2 of Juvenile Justice (Care and Protection of Children) Act, 2015.</p> <p>c) “child in conflict with law” means a child as defined in section 2 of Juvenile Justice (Care and Protection of Children) Act, 2015.</p> <p>d) “orphan” in this scheme means, a child/ person till the age of 27 years:</p> <ol style="list-style-type: none"> who is without biological or adoptive parents, subject to the production of death certificate of both parents from competent authority. whose biological or adoptive parent is medically incapacitated of taking care of the child, subject to the production of medical certificate from Medical Board. <p>e) “Ekal Nari” under this scheme shall mean :</p> <p>Any women who is above the age of 45 years and is in the categories mentioned below:</p> <ol style="list-style-type: none"> A woman whose husband is missing for 	<p>6. Definitions:-</p> <p>a) “child” means a person, including transgender, who has not completed eighteen years of age</p> <p>b) “child in need of care and protection” means a child as defined in Section 2 of Juvenile Justice (Care and Protection of Children) Act, 2015.</p> <p>c) “child in conflict with law” means a child as defined in Section 2 of Juvenile Justice (Care and Protection of Children) Act, 2015.</p> <p>d) “orphan” in this scheme means, a child/ person, including transgender, till the age of 27 years:</p> <ol style="list-style-type: none"> who is without biological or adoptive parents, subject to the production of death certificate of both parents from competent authority. whose biological or adoptive parents are medically incapacitated for taking care of the child, subject to the production of medical certificate from Medical Board. <p>e) “Ekal Nari” under this scheme shall mean:</p> <p>Any women who is above the age of 45 years and is in the categories mentioned below:</p> <ol style="list-style-type: none"> A woman whose husband is missing for last

<p>last seven years or more, subject to production of certificate annually from SHO of the concerned area.</p> <p>Or</p> <p>ii. A woman who has not married (subject to production of certificate annually).</p> <p>Or</p> <p>iii. Woman who has been deserted/abandoned by her husband and has been living separately from her husband or living with her parents (certificate to be issued by concerned BDO on report of Panchayat Secretary and Pradhan).</p> <p>Residents of Nari Seva Sadan and Shakti Sadan (No age bar).</p> <p>No Provision</p>	<p>seven years or more.</p> <p>Or</p> <p>ii. A woman who has not married.</p> <p>Or</p> <p>iii. Woman who has been deserted/abandoned by her husband and has been living separately from her husband or living with her parents.</p> <p>Residents of Nari Seva Sadan and Shakti Sadan (No age bar).</p> <p>Or</p> <p>iv. Unwed mothers.</p> <p><i>f) "abandoned child/ person" means a child/person deserted by his biological or adoptive parents or guardians who has been declared as abandoned by the Child Welfare Committee (CWC) after due inquiry.</i></p> <p><i>Provided that a person in the age group of 18-27 years shall be covered only if he or she has been declared abandoned by the Child Welfare Committee while in the age group of 0-18 years.</i></p>
<p>No Provision</p>	<p><i>g) "surrendered child/ person" means a child/person, who is relinquished by the parent or guardian to the Committee, on account of physical, emotional and social factors beyond their control, and declared as such by the Committee.</i></p> <p><i>Provided that a person in the age group of 18-27 years shall be covered only if he or</i></p>

she has been declared surrendered by the Child Welfare Committee (CWC) while in the age group of 0-18 years.

No provisions

h) "transgender child/person" means a person whose gender does not match with the gender assigned to that person at birth and includes trans-man or trans-woman (whether or not such person has undergone Sex Reassignment Surgery or hormone therapy or laser therapy or such other therapy), person with intersex variations, genderqueer and person having such socio-cultural identities as kinner, hijra, aravani and jogta.

No Provision

6A. Eligibility

All orphan, abandoned, surrendered, children/ person and Ekal Nari whose family income does not exceed Rs. 5,00,000/- (Rs. Five Lakh) per annum from all sources, and who are not in Government Job, shall be eligible for getting the benefits under this scheme.

Procedure for obtaining the eligibility certificate for orphan abandoned and surrendered children/ person:

1. The District Programme Officer of the concerned district shall issue the eligibility certificate to beneficiaries for the purpose of availing the benefits under Mukhya Mantri Sukh Aashray Yojna after checking the required documentation and eligibility criteria under the said scheme.
2. The DPO shall prepare the list of eligible children/ persons and submit to the Child Welfare Committee for approval.
3. The Child Welfare Committee shall check the eligibility and grant approval for issuing of the certificate.

1. The eligible children / persons shall apply (online/offline) on the prescribed application form (Annexure "B11") to District Child Protection Officer (DCPO) of the concerned District.
2. The District Child Protection Officer (DCPO) shall prepare the list of eligible children/ persons and submit to District Programme Officer (DPO) within five days.
3. The District Programme Officer (DPO) shall verify the list and submit the same to the Child Welfare Committee for approval

4. On the basis of approval granted by the Child Welfare Committee, the DPO shall issue the following eligibility certificate to the eligible applicants
5. The Deputy Commissioner shall be the appellate authority for addressing the grievances under this component.

within three days after receiving it from the DCPO.

4. The Child Welfare Committee (CWC) shall check the eligibility and grant approval for issuing of the Eligibility Certificate within two weeks.
5. On the basis of approval granted by the Child Welfare Committee, the DPO shall issue the eligibility certificate to the eligible applicants *on the prescribed format (B11) within three days for availing the benefits under Mukhya Mantri Sukh Aashray Yojna/ Kosh after checking the required documents and eligibility criteria under the Scheme.*
6. The Deputy Commissioner shall be the appellate authority for addressing the grievances under this component, *provided that the appellant should file the appeal regarding his grievance with two months after rejection of application.*

The copy of following documents shall be uploaded/submitted along with the application form:-

- a. *Bonafide Himachali Certificate.*
- b. *Income Certificate.*
- c. *Proof of Date of Birth (10th class certificate/ Birth Certificate).*
- d. *Death Certificates of Father & Mother.*
- e. *Certificate from CWC regarding declaration of abandoned child.*
- f. *Certificate from CWC regarding declaration of surrendered child.*

Provided that if the applicant does not have documents (a,b,c,d above) in that case the DCPO shall produce the applicant before the Child Welfare Committee and latter shall be the competent authority for approval and DPO shall issue the eligibility certificate.

Procedure for obtaining the eligibility certificate for Ekal Nari:

1. ***The Ekal Nari shall apply (online/offline) on the prescribed application form (Annexure "B11") to District Child Protection Officer (DCPO) of the concerned District.***
2. ***The District Child Protection Officer (DCPO) shall prepare the list of eligible children/ persons and Ekal Nari and submit to District Programme Officer (DPO) within five days.***
3. ***The District Programme Officer (DPO) shall verify the list and shall issue the eligibility certificate to the eligible applicants on the prescribed format (B11) within three days for availing the benefits under Mukhya Mantri Sukh Aashray Yojna/ Kosh after checking the required documents and eligibility criteria under the Scheme.***
4. ***The Deputy Commissioner shall be the appellate authority for addressing the grievances under this component, provided that the appellant should file the appeal regarding his grievance with two months after rejection of application.***

The copy of following documents shall be uploaded/submitted along with the application form:-

- a. ***Bonafide Himachali Certificate.***
- b. ***Income Certificate.***
- c. ***Proof of Date of Birth (10th class certificate/ Birth Certificate).***
- d. ***Certificate issued by SHO of the concerned area annually regarding missing of her husband for last seven year.***
- e. ***Certificate issued by concerned BDO on report of Panchayat Secretary and Pradhan***

	<p>annually regarding woman has not married.</p> <p>f. Certificate issued by concerned BDO on report of Panchayat Secretary and Pradhan regarding women has been deserted/ abandoned by her husband and has been living separately from her husband or living with her parents.</p> <p>g. <i>Certificate of Unwed mothers</i> issued by concerned BDO on report of Panchayat Secretary and Pradhan.</p>
<p>7.2.xiii. Marriage Grant: One time marriage grant @ Rs. 2,00,000/- or actual, whichever is less/ will be provided after attaining marriageable age as per law to all the ex-beneficiaries of Mission Vatsalay or residents of Shelter Home for Women (State Home –cum Protective Home, Shakti Sadan) or to those who were orphaned before the age of 27 years], of which Rs. 51000/- shall be transferred into account of the beneficiary as shagun at the time of marriage of the person. The benefit being given under Mukhya Mantri Shagun Yojana and Mukhya Mantri Kanyadan Yojana to these beneficiaries will be discontinued.</p>	<p>7.2.xiii. Marriage Grant: One time marriage grant @ Rs. 2,00,000/- or actual, whichever is less shall be provided to all the eligible beneficiaries i.e. orphan, abandoned and surrendered person at the time of marriage after attaining marriageable age as per law, of which 70% of the total amount shall be transferred into account of the beneficiary as Shagun at the time of marriage of the person, and rest of the amount (30%) shall be provided in the shape of Fixed Deposit Receipt opened for five years which shall be pledged with DPO. The benefit being given under Mukhya Mantri Shagun Yojana / Mukhya Mantri Kanyadan Yojana to these beneficiaries will be discontinued.</p>
<p>1. Applicant may apply to the District Child Protection Officer of the concerned District. District Child Protection Officer may ensure the completion of the application and all the documents to be attached with the application.</p> <p>2. The DCPO after verification of facts may</p>	<p>Procedure for Marriage Grant:</p> <p>1. <i>Applicant may apply (online/ offline) on the prescribed format (Annexure "B12") to the District Child Protection Officer (DCPO) of the concerned District.</i></p> <p>2. <i>District Child Protection Officer (DCPO) shall ensure the completion of the application and</i></p>

submit the application along with the documents to the District Programme Officer.

3. After Counter verification of the documentation and application, District Programme Officer shall submit the same to Director Women and Child Development in original for grant of funds.
4. The Director shall approve the fund and allocate it to the concerned District Programme Officer.
5. The Deputy Commissioner shall approve the arrangements of the marriage and allocation of funds for each case. The Deputy Commissioner shall personally attend the marriage ceremony to bless the newly married or may nominate SDMs to attend the marriage ceremony.
6. The District Programme Officer shall be the DDO at the District level. He/ she shall allocate the funds after obtaining approval of the concerned Deputy Commissioner and arrange for the wedding with assistance of DCPU staff.

all the documents to be attached with the application. The DCPO after verification of facts shall submit the application along with the documents to the District Programme Officer (DPO) within a week.

3. *After Counter verification of the application and documents, District Programme Officer (DPO) shall submit the same to District level Committee, which shall dispose off them within a month.*

Provided that if District Level Committee could not meet within a stipulated time of one month after receiving the applications, then District magistrate of the concerned district shall issue the approval and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.

4. *The District Programme Officer shall raise the consolidated demand of funds as per requirement to the Director, Women and Child Development (WCD).*
5. *The Director of Women and Child Development shall approve the funds and allocate these to the concerned District Programme Officer.*
6. *The District Programme Officer shall be the DDO at the District level. He/ she shall sanction and allocate/ disburse the funds with the assistance of DCPU staff in the following manner:*
 - i. *The DPO shall release 70% of the total amount to the applicant at the time of marriage.*
 - ii. *The rest of the amount (30%) shall be provided in the shape Fixed Deposit Receipt opened for five years which shall be pledged with DPO within a week after release of first instalment.*
 - iii. *If the applicant has availed the benefits of*

	<p><i>Mukhya Mantri Shagun Yojna/ Mukhya Mantri Kanyadan Yojna, then the rest of the amount shall be provided in the shape of Fixed Deposit Receipt opened for five years which shall be pledged with DPO.</i></p>
<p>7.2.xiv Social Security: - Recurring deposit accounts will be opened for each child residing in CCIs and accounts will be held in joint operation with DCPO. Children above 14 years of age will be able to draw money from these accounts as per their needs. Top-up will be provided to the residents who are getting pension from the Directorate of ESOMSA. <i>Social Security will be provided to all the Ekal Nari as defined in the Scheme. Top-up will be provided to the Ekal Nari who are getting pension from the Directorate of ESOMSA</i>". The funds will be provided by the Govt. as under:</p> <ul style="list-style-type: none"> i) Children - 0-14 years - Rs. 1000/- per child per month ii) 15-18 years - Rs. 2500/- per child per month. iii) Ekal Nari -Rs. 2500/- per person per month 	<p>7.2.xiv Social Security: - Recurring deposit accounts will be opened for each child residing in CCIs and accounts will be kept in joint operation with DCPO. Children above 14 years of age will be able to draw money from these accounts as per their needs. Top-up will be provided to the residents who are getting pension from the Directorate of Empowerment of SC's, OBC's, Minorities and the Specially Abled (ESOMSA). <i>Social Security will be provided to all the Ekal Nari as defined in the Scheme. Top-up will be provided to the Ekal Nari who are getting pension from the Directorate of Empowerment of SC's, OBC's, Minorities and the Specially Abled (ESOMSA)</i>". The funds will be provided by the Govt. as under:</p> <ul style="list-style-type: none"> i) Children - 0-14 years - Rs. 1000/- per child per month ii) 15-18 years - Rs. 2500/- per child per month. iii) Ekal Nari -Rs. 2500/- per person per month
<p>7.2.xv.a "Every orphan of the State shall eligible for Rs. 4000/- per month as stipend/ pocket money till the age of 27 years".</p> <p>Except:-</p> <ul style="list-style-type: none"> i. who are covered under Foster Care and Sponsorship component of Mission Vatsalya Scheme of Government of India". ii. Who are in Government Job (Regular). iii. Who are in MNCs (Multinational Companies) and in organized 	<p>7.2.xiv.a "Every orphan/ abandoned/ surrendered/ transgender (child/person) of the State shall be eligible for Rs. 4000/- per month as stipend/ pocket money till the age of 27 years".</p> <p>Except:-</p>

companies and who are entitled for EPF, Pension, ESIC, Gratuity etc.

- i. Those who are covered under Foster Care and Sponsorship component of Mission Vatsalya Scheme of Government of India".
- ii. Those who are in Government Job.
- iii. Those who are in MNCs (Multinational Companies) and in organized companies and who are entitled for EPF, ESIC, Pension, Gratuity etc.
- iv. *Those who are married.*
- v. *Those who are in receipt of family pension from State / Central Government/PSUs.*
- vi. *Those who have committed any crime and sentenced for imprisonment.*

1. District Child protection Officer shall prepare age wise list of children and residents of Shelter Home for Women.
2. He/she shall open the individual accounts for Social Security in joint operation with herself / himself.
3. He/she shall prepare the demand of funds and submit the same to Director Women and Child Development through District Programme Officer.
4. The Director shall approve the funds and allocate it to the concerned District Programme Officer.
5. The Director shall also ensure development of IT Portal for maintaining database.
6. District Programme Officer shall be the sanctioning authority and the DDO at the District level. He/ She shall allocate and deposit the funds into beneficiaries account with the assistance of District Child Protection Officer.
7. The District Child Protection Officer shall open separate saving account and RD accounts for each child that shall be pledged with DCPO concerned for this purpose. DCPO shall get the RD accounts linked with saving account and standing

Procedure for Social Security:

1. *District Child Protection Officer (DCPO) shall prepare age wise list of children of Child Care Institutions (CCIs), Orphan, abandoned and surrendered / transgender children/ person outside the CCIs.*
2. *District Child Protection Officer (DCPO) shall open the individual accounts of children of CCIs for Social Security in joint operation with herself / himself within a week.*
3. *District Child Protection Officer (DCPO) shall prepare the demand of funds and submit the same to District Programme Officer (DPO) within a week.*
4. *The District Programme Officer (DCPO) shall check the demand as per existing strength of children residing in CCIs, orphan, abandoned, surrendered and transgender children/ person outside the CCIs and forward the same to Director, Women and Child Development within a week.*
5. *The Director shall approve the funds and allocate these to the concerned District Programme Officer after receiving the demand from the DPOs within two weeks.*
6. *District Programme Officer shall be the sanctioning authority and the DDO at the District level. He/ she shall sanction and*

instructions shall be issued to the bank to debit the account for depositing in the children's RD Account as per scheme norms.

8. If In-charge of the CCI reports that there is some urgent need of any child above 14 years of age, which cannot be met out of Mission Vatsalya / Mukhya Mantri Sukh Aashray Yojna or any other scheme of the Government and he/ she is satisfied that need is genuine, than the Incharge would forward the case to the concerned DCPO.

9. The District Child Protection Officer shall allow the withdrawal of amount not more than Rs. 5000/- at one point of time after assessing the need of the child to do so. The DCPO can reject/ allow the withdrawal after the approval of the DPO. Only one such withdrawal shall be allowed in a year. After the withdrawal the amount of funds in the RD account shall be transferred to an FD account which shall be pledged with DCPO till the age of 18 years. Thereafter a new RD for depositing of Social Security amount in favour of child (pledged with the DCPO) shall be maintained. The Directorate may raise this limit from time to time. If any child wants to withdraw an amount more than the prescribed amount than, he/ she shall apply to the Deputy Commissioner along with the reason in detail for approval of the same.

10. Social Security Component will be admissible to all the residents of CCI of Government and HPCCW upto the age of 18 years only.

11. The District Child Protection Officer shall submit the child wise/ CCI wise progress report to the DPO on the quarterly basis.

disburse and deposit the funds into beneficiaries account with the assistance of District Child Protection Officer within a week. The list of beneficiaries should be available online on the website of Women and Child Development.

7. The District Child Protection Officer shall open separate saving account and Recurring Deposit Accounts for each child that shall be pledged with DCPO concerned for this purpose. DCPO shall get the Recurring Deposit accounts linked with saving account and standing instructions shall be issued to the bank to debit the account for depositing in the children's Recurring Deposit Account as per scheme norms.

8. If In-charge of the CCI reports that there is some urgent need of any child above 14 years of age, which cannot be met out of Mission Vatsalya / Mukhya Mantri Sukh Aashray Yojna or any other scheme of the Government and he/ she is satisfied that need is genuine, than the Incharge would forward the case to the concerned DCPO.

9. The District Child Protection Officer shall take the permission of Deputy Commissioner before withdrawal of amount not more than Rs. 5000/- at one point of time after assessing the need of the child to do so. The Deputy Commissioner can reject/ allow the withdrawal. Only one such withdrawal shall be allowed in a year. After the withdrawal the amount of funds in the Recurring Deposit account shall be transferred to an Fixed

Deposit account which shall be pledged with DCPO till the age of 18 years. Thereafter a new Recurring Deposit for depositing of Social Security amount in favour of child (pledged with the DCPO) shall be maintained. The Directorate may raise this limit from time to time. If any child wants to withdraw an amount more than the prescribed amount than, application shall be

12. The District Programme Officer shall grant approval for withdrawal of funds within the prescribed limits.

13. He/she shall be responsible for monitoring the component at the District level and will submit the Quarterly Progress Report to the District Child Welfare and Protection Committee.

14. The Deputy Commissioner shall grant approval for withdrawal of funds over and above the prescribed limits. He/ She shall access the genuineness of the excess withdrawal and if found appropriate would grant approval of the same.

15. The District Child Welfare and Protection Committee shall be responsible for monitoring of the component on the basis of the Quarterly Progress Report (QPR) submitted by the DCPO through the DPO concerned.

sent to the Director, Women and Child Development, WCD, along with the reason in detail for approval of the same.

10. Social Security Component will be admissible to all the residents of CCI registered under JJ Act, 2015 except Observation Home, Special Home and Place of Safety upto the age of 18 years only.

11. The District Child Protection Officer shall submit the child wise/ CCI wise progress report to the DPO on the quarterly basis.

12. The District Programme Officer shall grant approval for withdrawal of amount within the prescribed limits.

13. He/she shall be responsible for monitoring the component at the District level and will submit the Quarterly Progress Report to the District Child Welfare and Protection Committee.

14. The Director, Women and Child Development shall grant approval for withdrawal of amount over and above the prescribed limits. He/ She shall access the genuineness of the excess withdrawal and if found appropriate would grant approval of the same.

15. The District Child Welfare and Protection Committee shall be responsible for monitoring of the component on the basis of the Quarterly Progress Report (QPR) submitted by the DCPO through the DPO concerned.

7.2(xv) Allotment of land and grant for construction of House

i) A person who has been orphaned before the age of 27 years and who is landless will be eligible to get one time Government land i.e. 3-biswas as per TCP norms and housing grant

7.2(xv) Allotment of land and grant for construction of House

i) A person who is orphan/ **abandoned/ surrendered** and who is landless will be eligible for allotment of one time Government land i.e. 3-biswas as per TCP

<p>for construction of house any time during his entire life time.</p> <p>ii) Land will be provided to orphans in the Tehsil/District where she/he wishes to settle subject to availability of Govt. land for this purpose. If land is not available in area of first choice/ preference same shall provided in any adjacent area but the consent of person (orphan) must be obtained.</p> <p>iii) Land allotted for this purpose shall not be transferred by way of sale, gift, lease etc. to any party for at least a period of 15 years from allotment. In case of violation same shall vest in Govt. alongwith appertaining structure etc. if any.</p> <p>iv) Deputy Commissioner of District where land is to be allotted shall be the competent authority to allot such land on receipt of case from District Programme Officer.</p> <p>Orphans covered under Mukhya Mantri Sukh Aashray Yonja on attainment of 21 years of age shall move an application to District Programme Officer for the purpose.</p>	<p>norms and housing grant for construction of house any time during his entire life time.</p> <p>ii) Land will be provided to orphans <i>/abandoned/ surrendered children/ person</i> in the Tehsil/District where she/he wishes to settle subject to availability of Govt. land for this purpose. If land is not available in area of first choice/ preference, the same shall be provided in any adjacent area but the consent of person (orphan/ abandoned/ surrendered) must be obtained.</p> <p>iii) Land allotted for this purpose shall not be transferred by way of sale, gift, lease etc. to any party for at least a period of 15 years from allotment. In case of violation same shall vest in Govt. along with appertaining structure etc. if any.</p> <p>iv) Deputy Commissioner of District where land is to be allotted shall be the competent authority to allot such land on receipt of case from District Programme Officer.</p> <p>Orphans/ abandoned and surrendered children/ person covered under Mukhya Mantri Sukh Aashray Yojna on attainment of 21 years of age shall move an application to District Programme Officer for the purpose. District Child Protection Unit shall play proactive role in facilitating all such orphans/ abandoned and surrendered children/</p>
<p>District Child Protection Unit shall play proactive role in facilitating all such orphans. Eligibility of orphan shall be certified by District Child Protection Officer and District Programme Officer, then complete case along with preference of orphan shall be forwarded</p>	<p>District Child Protection Unit shall play proactive role in facilitating all such orphans/ abandoned and surrendered children/</p>

to concerned Deputy Commissioner. Directorate of Women and Child Development shall devise an application form in consultation with Revenue authorities for same.

- v) The Orphan shall also be eligible for any housing scheme of Rural Development/Directorate of ESOMSA which will be under implementation at that point of time. Preference shall be given to orphan adult in this regard over other categories. Presently under Mukhya Mantri Awas Yojna/PMAY of Rural Development Department and Swaran Jayanti Aashray Yojna of Directorate of ESOMSA Rs. 1.5 lakh is given for construction of house an additional amount of Rs. 1.5 lakh will be granted for construction of house under Mukhya Mantri Sukh

Aashray Yojana to orphans to supplement the housing scheme of Rural Development / ESOMSA. If orphans are not eligible for housing schemes of other Government Departments Rs.3 Lakhs shall be provided to such orphans for constructions of House under this scheme.

person. Eligibility of orphan/ **abandoned and surrendered children/ person** shall be certified by District Child Protection Officer and District Programme Officer, then complete case along with preference of orphan/ **abandoned and surrendered children/ person** shall be forwarded to concerned Deputy Commissioner.

- v) The Orphan/ **abandoned and surrendered children/ person** shall also be eligible for any housing scheme of Rural Development/Directorate of ESOMSA which will be under implementation at that point of time. Preference shall be given to orphan/ **abandoned and surrendered children/ person** in this regard over other categories. Presently under Mukhya Mantri Awas Yojna / PMAY of Rural Development Department and Swaran Jayanti Aashray Yojna of Directorate of ESOMSA, Rs. 1.5 lakh is given for construction of house. An additional amount of Rs. 1.5 lakh will be granted for construction of house under Mukhya Mantri Sukh Aashray Yojana to orphans/ **abandoned and surrendered children/ person** to supplement the housing scheme of Rural Development / ESOMSA. If orphan/ **abandoned/ surrendered children/ person** are not eligible for housing schemes of other Government Departments, Rs. 3 Lakhs shall be provided to such orphans

Allotment of land

1. Applicant may apply to District Child Protection Officer of the concerned District for allotment of land. Eligibility criteria as per Clause 7.2 (XV) of Mukhya Mantri Sukh Aashray Yojna are as under:

i) A person who has been orphaned before the age of 27 years and who is landless will be eligible to get one time Government land i.e. 3-biswas as per TCP norms and housing grant for construction of house any time during his entire life time.

ii) Land will be provided to orphans in the Tehsil/District where she/he wishes to settle subject to availability of Govt. land for this purpose. If land is not available in area of first choice/ preference same shall be provided in any adjacent area but the consent of person (orphan) must be obtained.

iii) Land allotted for this purpose shall not be transferred by way of sale, gift, lease etc. to any party for at least a period of 15 years from the date of allotment. In case of violation of the same shall vest in Govt. along with appertaining structure etc. if any.

iv) Deputy Commissioner of District where land is to be allotted shall be the competent authority to allot such land on receipt of case from District Programme Officer.

2. The District Child Protection Officer shall ensure the completion of the application and all the documents to be attached with the application.

3. The DCPO after verification of facts may

for constructions of House under this scheme.

Procedure for Allotment of land

1. Applicant may apply (online /offline) to District Child Protection Officer (DCPO) of the concerned District for allotment of land.

i), ii), iii), iv)----- deleted.

2. The District Child Protection Officer (DCPO) shall ensure the completion of the application and all the documents to be attached with the application.

3. The District Child Protection Officer (DCPO) after verification of facts shall submit the application along with the documents to the Deputy Commissioner through District Programme Officer (DPO) for allotment of land within a week.

4. The District Child Protection Officer (DCPO) shall maintain the record of the applications and number of cases where the land is allocated to the applicants which should be got checked and verified by the concerned DPO.

5. Deputy Commissioner shall be the competent authority to allot land on receipt of case from District Programme Officer (DPO). The Deputy Commissioner shall dispose off the application within two months.

submit the application along with the documents to the Deputy Commissioner through District Programme Officer for allotment of land.

4. The DCPO shall maintain the record regarding the application and number of cases where the land is allocated to the applicant which should be got checked and verified by the concerned DPO.
5. Deputy Commissioner is the competent authority to allot land on receipt of case from District Programme Officer as per the provisions of Mukhya Mantri Sukh Aashray Yojna.

Grant for Construction of House

1. Applicant may apply to the District Child Protection Officer of the concerned District for providing grant for construction of House.
2. District Child Protection Officer shall ensure the completion of the application and all the documents to be attached with the application.
3. The Deputy Commissioner in consultation with the Project Officer (DRDA) and District Welfare Officer shall examine the possibility of covering the cases under schemes of Rural Development Department and Directorate for Empowerment of SCs, OBCs, Minority and Specially Abled (ESOMSA) as per the eligibility criteria of these schemes. If any applicant is not covered under any of these schemes, she / he shall be covered under Mukhya Mantri Sukh Aashray Yojna by the Director, Women and Child Development.

Procedure for grant for construction of House

1. Applicant may apply (online /offline) on the prescribed format (Annexure "B13") to the District Child Protection Officer (DCPO) of the concerned District.
2. District Child Protection Officer (DCPO) shall ensure the completion of the application and all the documents to be attached with the application.
3. The District Child Protection Officer (DCPO) after verification of facts shall submit the application along with the documents to the District Programme Officer (DPO) within a week.

After Counter verification of the application and documents, District Programme Officer (DPO) shall submit the same to District Level Committee which shall dispose off them within a month.

Provided that if District Level Committee could not meet within a stipulated time of one month after receiving the applications then District Magistrate of the concerned district

4. The DCPO after verification of facts may submit the application along with the documents to the Director Women and Child Development for demands of fund through District Programme Officer along with the letter received from the Deputy Commissioner after allotment of land.
5. The District Programme Officer after verification of application shall submit the list to the Deputy Commissioner.
6. The District Programme Officer will prepare demand of funds for the cases which are to be covered by the Director, Women and Child Development and submit the same to the Directorate.
7. The Director shall approve the fund and allocate it to the concerned District Programme Officer.
8. District Programme Officer shall be the sanctioning authority and DDO at the District level who will allocate the funds with assistance of District Child Protection Officer.

shall issue the approval in the case and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.

4. *On the approval, District Programme Officer (DPO) shall sanction and disburse the funds with assistance of District Child Protection Officer (DCPO) as per following manner:*
 - i. *1st instalment of 1/3 of the total grant at the time of sanction of work within a week after receiving the approval.*
 - ii. *2nd instalment of 1/3 on completion till lintel level.*
 - iii. *3rd instalment of 1/6 after physical check and before finishing.*
 - iv. *4th instalment of 1/6 on completion of work.*
- v. *The District Programme Officer (DPO) shall monitor the progress of work through the Child Development Project Officers (CDPO)/ Supervisors and after the receipt of the report from concerned CDPO/ Supervisors call for Utilization certificate from the beneficiary duly counter signed by the CDPO.*
- vi. *The District Programme Officer (DPO) shall raise demand of funds for the approved cases and shall submit the same to the Director, Women and Child Development.*
- vii. *The Director shall approve the funds and allocate these to the concerned District Programme Officer (DPO).*

7.3.iii. Coaching: Online coaching courses shall be organised and offline coaching facilities will be provided. Coaching will be provided during higher secondary and graduation.

One time Financial Assistance of Rs. 1,00,000/- per annum per person for

7.3.iii. Coaching: *One time Financial Assistance of upto Rs. 1,00,000/- per annum per person shall be provided to the eligible applicants (orphan, abandoned, surrendered) for taking coaching through online /offline mode in enlisted/ empanelled institutes within the State or out of State for following:*

coaching, hostel fees, tuition fees etc. shall be provided to the eligible persons after passing of 10+2 class. Monthly stipend @ Rs. 4000/- per person per month shall also be provided during the course.

1. Applicant may submit the application to the District Child Protection Officer/ District Programme Officer of the concerned District by February end.
2. District Child Protection Officer may ensure the completion of the application and all the documents to be attached with the application. The DCPO after verification of facts may submit the application along with the attested copy of documents to the District Programme Officer.
3. After counter verification of the documents and application, it shall be submitted to Director Women and Child

i. *UPSC/State PSC/ Himachal Pradesh Rajya Chayan Aayog Examinations or any other examination for job in government sector.*

ii. *NEET, JEE or any other examination for admission.*

iii. *CUET or any other examination for admission in Higher education.*

Subject to the condition that the financial assistance shall be provided to the applicant during or after 12th standard for coaching for admission in educational institute, and after Graduation or PG for coaching for examinations for job in government sector.

Provided that financial assistance so provided can be utilized within a period of two years from the date of taking admission. Three thousand rupees monthly for hostel fee/ rent/ PG charges shall be provided additionally.

Procedure for Financial Assistance for Coaching:

1. *Applicant may submit the application (online /offline) in the prescribed format (Annexure "B14") to the District Child Protection Officer (DCPO) of the concerned District.*
2. *District Child Protection Officer (DCPO) shall ensure that the application is complete in all respects and after verification of facts shall submit the application along with the attested copies of all requisite documents to the District Programme Officer (DPO) within a week.*
3. *After counter verification of the documents and application, the District Programme Officer (DPO) applications shall submit the applications to the District Level Committee which shall dispose off them within a month..*

<p>Development in original for grant of funds. by 15th May.</p> <p>4. A list of applications received will be prepared at the State level which shall be submitted to the State Level Committee for approval and sanction of the funds from Mukhya Mantri Sukh Aashray Kosh.</p> <p>5. State Level Committee under Mukhya Mantri Sukh Aashray Yojna shall approve the estimated amount based on the proposal of the Directorate and sanction or reject the grant of funds.</p> <p>6. After the approval of the State level Committee the funds shall be withdrawn and sent to the concerned DPO for further disbursement.</p> <p>7. District Programme Officer shall be the DDO at the District level. DPO with the assistance of DCPO shall examine each case and after obtaining the admission letter into the course from the candidate shall present the case for approval of Deputy Commissioner. On receipt of approval he/ she shall allocate and deposit the funds to the concerned Institution for tuition fees, boarding and lodging Charges etc. and to the concerned student for monthly stipend with the assistance of District Child Protection Officer.</p>	<p><i>Provided that if District Level Committee could not meet within a stipulated time of one month after receiving the applications then District Magistrate of the concerned district shall issue the approval in the case and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.</i></p> <p>4. <i>On approval the District Programme Officer (DPO) shall sanction and disburse the funds to the concerned empanelled Institutes for tuition fees, boarding and lodging Charges etc. or to the applicant if he/she had already paid the fee amount (on production of the payment receipt) within a week.</i></p> <p>5. <i>The District Programme Officer (DPO) shall raise the demand of funds from District Level Mukhya Mantri Sukh Aashray Kosh.</i></p> <p>6. <i>If there is no amount at District Level Mukhya Mantri Sukh Aashray Kosh then the DPO shall raise the demand through Deputy Commissioner to Director, Women and Child Development who shall further release the funds to the concerned DPO under the said component.</i></p> <p>7. <i>District Level Committee shall enlist/empanel the best institutes of coaching located within the State.</i></p> <p>8. <i>A State Level Committee shall empanel/ enlist the best institutes of coaching located outside the State.</i></p> <p>9. <i>A list of institutes empanelled/enlisted by the State Level Committee shall be shared on the website of Women and Child Development (WCD) and with Deputy Commissioners / other field offices.</i></p>
<p>7.3.iv.a. Higher Education (Academic) / Vocational Training/ Skill Development:- The Government shall bear all expenditure of higher education (Academic/Vocational Training/ Skill Development) including</p>	<p>7.3.iv.a. Higher Education (Academic) / Vocational Training/ Skill Development:- The Government shall bear all expenditure of higher education (Academic/Vocational Training/ Skill</p>

hostel fees and tuition fees etc. on actual rates for the eligible children/persons after getting admission in any educational institutions recognized by the Government till the age of 21 years for all children leaving the CCIs and till the age of 27 years for the orphans (as defined in this scheme) belonging to the State of Himachal Pradesh.

The Government shall also bear all expenditure of meritorious orphans (eligible in this scheme) for the study in reputed foreign institutions recognized by Govt. of India. The vocational training/ skill development will also be provided to Ekal Nari as defined in point No. 6(e) of this scheme, who are residing in the institutions run under the State Government.

During study period a Stipend of Rs. 4000/- per month per person shall be given for meeting out their personal expenses. If the hostel facility is not available in the institution, the Government shall also bear the entire cost of boarding and lodging outside the hostel till completion of the degree / course. Efforts shall be made to reserve seats in the Institutions for vocational courses/ skill development, ITIs, Degree Colleges etc.

**Institutions for higher education/
vocational courses / skill development .**

- i. ITIs
- ii. Auxilary Nurse Midwifery/ GNM
Training Institutes
- iii. Polytechnics

Development) including hostel fees and tuition fees etc. on actual rates for the eligible children/persons after getting admission in any educational institutions recognized by the Government **except for management/ NRI quota seats**, till the age of 21 years for all children leaving the CCIs, and till the age of 27 years for the orphans/ **abandoned and surrendered children/ person .**

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If the hostel is not available, then rent/ PG charges of upto Rs. 3000/- per month per child shall be provided till completion of the degree / course. Efforts shall be made to reserve seats in the Institutions for vocational courses/ skill development, ITIs, Degree Colleges etc.

**Institutions for higher education/ vocational
courses / skill development**

- i. ITIs
- ii. Auxilary Nurse Midwifery/ GNM

<p>iv. Engineering Colleges, IITs.</p> <p>v. Medical Colleges, PGI, AIIMS etc.</p> <p>vi. Air Hostess/ Beauty Training Institutes etc.</p> <p>vii. Empanelled Institutions of Kaushal Vikas Nigam.</p> <p>viii. Any other empanelled institutions with HP State/ Central Govt.</p> <p>ix. Business schools for BBA, MBA, IIMs etc.</p> <p>x. Technical Courses like Pharmacy, Lab technician. Electrical, Mobile repair etc.</p> <p>xi. University, Degree Colleges</p> <p>If any individual/ organization / company wants to sponsor the entire expenditure per annum being incurred in the boarding/ lodging, education and other components of the scheme for one year or any number of years, they will be allowed to sponsor for the same under Mukhya Mantri Sukh Aashray Kosh.</p>	<p>Training Institutes</p> <p>iii. Polytechnics</p> <p>iv. Engineering Colleges, IITs.</p> <p>v. Medical Colleges, PGI, AIIMS etc.</p> <p>vi. Air Hostess/ Beauty Training Institutes etc.</p> <p>vii. Empanelled Institutions of Kaushal Vikas Nigam.</p> <p>viii. Any other empanelled institutions with HP State/ Central Govt.</p> <p>ix. Business schools for BBA, MBA, IIMs etc.</p> <p>x. Technical Courses like Pharmacy, Lab technician, Electrical, Mobile repair etc.</p> <p>xi. University, Degree Colleges</p> <p>If any individual/ organization / company wants to sponsor the entire expenditure per annum being incurred in the boarding/ lodging, education and other components of the scheme for one year or any number of years, they will be allowed to sponsor for the same under Mukhya Mantri Sukh Aashray Kosh.</p>
<p>1. Applicant may submit the application to the District Child Protection Officer/ District Programme Officer of the concerned District by February end.</p> <p>2. District Child Protection Officer may ensure the completion of the application and all the documents to be attached with the application. The DCPO after verification of facts may submit the application along with the attested copy of documents to the District Programme Officer.</p> <p>3. After counter verification of the documents and application, it shall be</p>	<p>Procedure for providing Assistance for Higher Education (Academic) / Vocational Training/ Skill Development:-</p> <p>1. <i>Applicant may submit the application (online/offline) in the prescribed format (Annexure "B15, B16, B17 respectively) to the District Child Protection Officer (DCPO) of the concerned District.</i></p> <p>2. <i>District Child Protection Officer (DCPO) shall ensure the completion of the application and all the documents to be attached with the application.</i></p> <p>3. <i>The District Child Protection Officer (DCPO) shall ensure that the certificate of</i></p>

submitted to Director Women and Child Development in original for grant of funds by 15th May.

4. A list of applications received will be prepared at the State level which shall be submitted to the State Level Committee for approval and sanction of the funds from Mukhya Mantri Sukh Aashray Kosh.
5. State Level Committee under Mukhya Mantri Sukh Aashray Yojna shall approve the estimated amount based on the proposal of the Directorate and sanction or reject the grant of funds.
6. After the approval of the State level Committee the funds shall be withdrawn and sent to the concerned DPO for further disbursement.
7. District Programme Officer shall be the DDO at the District level. DPO with the assistance of DCPO shall examine each case and after obtaining the admission letter into the course from the candidate shall present the case for approval of Deputy Commissioner. On receipt of approval he/ she shall allocate and deposit the funds to the concerned Institution for tuition fees, boarding and lodging Charges etc. and to the concerned student for monthly stipend with the assistance of District Child Protection Officer.

recognition of the institutes by the Government is attached with the each application.

4. The District Child Protection Officer (DCPO) shall ensure that approved fee structure of the Government is attached with the each application.
5. The cases of admission under Management/ NRI quota shall not be considered.
6. The District Child Protection Officer (DCPO) after verification of facts shall submit the application along with the attested copy of documents to the District Programme Officer (DPO) within a week.

After counter verification of the application and documents, the District Programme Officer shall place the applications before the District Level Committee which shall dispose off them within a month.

Provided that if District Level Committee could not meet within a stipulated time of one month after receiving the applications then District Magistrate of the concerned district shall issue the approval in the case and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.

7. On approval the District Programme Officer shall sanction and allocate/disburse funds to the concerned Institution for tuition fees, boarding and lodging Charges etc. or to the applicant if he/she had already paid the fee amount (on production of the payment receipt) with the assistance of District Child Protection Officer (DCPO) within a week.
8. The District Programme Officer (DPO) through Child Development Project Officer (CDPO)/Supervisors shall monitor every case by visiting the institutes and seeking the

	<p><i>progress of child from the concerned institutes.</i></p> <p><i>9. If the child fails in the course then District Level Committee shall decide for releasing the grant on the basis of his/her attendance in the institute or other criteria as deem fit. If District Level Committee finds that there are genuine reason of the applicant not to pass the course then for the first year after failure the Committee can release the grant provided that no amount shall be released for second consecutive year of failure.</i></p> <p><i>10. The District Programme Officer (DPO) shall raise the demand of funds from District Level Mukhya Mantri Sukh Aashray Kosh.</i></p> <p><i>11. If there is no amount at District Level Mukhya Mantri Sukh Aashray Kosh then the DPO shall raise the demand through Deputy Commissioner to Director, Women and Child Development who shall further release the funds to the concern DPO under the said component.</i></p>
<p>7.3.iv.b. Self Employment Assistance</p> <p>a. Grant for small / micro scale industries: Eligible persons, who wish to establish their own start-ups, after attaining the age of 18 years shall be provided, one time financial assistance to the tune of @ Rs. 2.00 Lakh per person enabling them to earn their livelihood. These persons will be entitled for loan/ benefits under Mukhya Mantri Swawlamban Yojana.</p> <p>1. Applicant may apply to the District Child Protection Officer/ District Programme</p>	<p>7.3.iv.b. Self Employment Assistance</p> <p>Grant for small / micro scale industries: Eligible persons (orphan, abandoned and surrendered), who wish to establish their own start-ups, after attaining the age of 18 years shall be provided, one time financial assistance to the tune of @ Rs. 2.00 Lakh per person enabling them to earn their livelihood. These persons will be entitled for loan/ benefits under Mukhya Mantri Swawlamban Yojana.</p> <p>Procedure of Self Employment Assistance:-</p> <p>1. Applicant shall submit the detailed Project</p>

- Officer of the concerned District on prescribed format.
2. District Child Protection Officer may ensure the completion of the application and all the documents to be attached with the application. The DCPO after verification of documents and facts regarding the proposal viability may submit the application along with the attested copy of documents to the District Programme Officer.
 3. The District Programme Officer, after counter verification of the documents and application, shall submit the same to Deputy Commissioner for approval. After obtaining the approval from the Deputy Commissioner the same shall be submitted to the Director, Women and Child Development in original for grant of funds.
 4. The Deputy Commissioner shall approve or reject the case after checking the viability/ feasibility of the proposal/ application.
 5. A list of applications received will be prepared at the State level which shall be submitted to the State Level Committee for approval and sanction of the funds from Mukhya Mantri Sukh Aashray Kosh.
 6. State Level Committee under Mukhya Mantri Sukh Aashray Yojna shall evaluate and approve the applications and sanction the funds for each case presented by the Director, Women and Child Development.
 7. After the approval of the State level Committee the funds shall be withdrawn and sent to the concerned DPO/DCPO for further disbursement to the applicant.
 8. District Programme Officer shall be the sanctioning authority and the DDO at the

Proposal signed by government official of Industry Department/ Block Development Officer/ Agriculture Department/ Horticulture Department or from other concerned Govt. department along with the application (online/ offline) in the prescribed format (Annexure B 18) to District Child Protection Officer (DCPO) of the concerned district.

2. *After receiving the application District Child Protection Officer (DCPO) shall verify the contents of applications within two weeks and shall submit the same to DPO.*
3. *District Programme Officer (DPO) shall place all applications compiled during the month by District Child Protection Officer (DCPO) before the District Level Committee in the first week of the succeeding month which shall dispose off them within a month.*

Provided that if District level committee could not meet within a stipulated time of one month after receiving the applications then District Magistrate of the concerned district shall issue the approval in the case and matter shall be placed before the Committee in subsequent meeting for ex-post facto approval.

4. *On approval the District Programme Officer (DPO) shall sanction and allocate/disburse the fund in the following manner:*
 - i. *If applicant wants to purchase machinery then the amount shall directly be paid to the agency from where the machinery has to be purchased.*
 - ii. *Similar procedure shall be adopted for the other self employment assistance.*
 - iii. *If the amount is to be paid directly to the applicant for establishing the self employment where any full or partial equipments /machinery is involved then it would be disbursed into two instalments as per the*

<p>District level. He/ She shall allocate and deposit the funds into beneficiaries account with the assistance of District Child Protection Officer.</p>	<p><i>following manner:</i></p> <p>iv. <i>1st instalment of 70 % at the time of start of establishing the project. After receiving the approval 1st instalment shall be provided within a week.</i></p> <p>v. <i>2nd instalment of 30% after the completion of establishment of the project.</i></p> <p>5. <i>The District Programme Officer (DPO) shall monitor the progress of work through the concerned Child Development Project Officer (CDPO) of the area that the entire amount has been utilised for the establishment of self assistance project.</i></p> <p>6. <i>The District Programme Officer (DPO) shall raise the demand of funds from District Level Mukhya Mantri Sukh Aashray Kosh.</i></p> <p>7. <i>If there is no amount at District Level Mukhya Mantri Sukh Aashray Kosh then the DPO shall raise the demand through Deputy Commissioner to Director, Women and Child Development who shall further release the fund to the concern DPO under the said component.</i></p>
<p>7.3.i Annual educational tours outside State:- Educational tour/ excursion tour to the different places of interest/ historical places in India shall be organized annually for 15 days. The travel arrangements shall be made for the residents by Shatabadi (Chair Car)/ AC Volvo/Air facility). Stay arrangements during such tours shall be made at three star Hotels.</p>	<p>7.3.i Annual educational tours outside State:- Educational tour/ excursion tour to the different places of interest/ historical places in India shall be organized annually for 15 days. The travel arrangements shall be made for the residents by Shatabadi (Chair Car)/ AC Volvo/Air facility). Stay arrangements during such tours shall be made at three star Hotels.</p> <p>7.3.ii Bharat Yatra :- Under which the</p>

7.3. Bharat Yatra :- Under which the resident of the Old Age Homes and Shelter Homes for women would be taken for a tour to famous places/ historical places/ pilgrimage of the State or outside the State annually. (for 10 days per tour by Shatabadi (Chair Car)/ AC Volvo/Air facility). Stay arrangements during such tours shall be made at three star Hotels.

1. District Child Protection Officer (DCPO) shall enlist the number of children in each CCI separately for summer closing and winter closing schools and acquire written consent from the parents/ guardians of the children for annual educational tour and submit the list to District Programme Officer.
2. The District Programme Officer shall get the list and proposed tour approved from the Deputy Commissioner and submit to the District Child Welfare and Protection Committee for perusal in the meeting.
3. The Deputy Commissioner shall approve the proposed tour for children of the CCI.
4. District Child Welfare and Protection Committee shall peruse the list of children and the tour in accordance to the proposed locations approved by the Director Women and Child Development.
5. The Director shall enlist/ empanel an agency to prepare few packages of such tours to different places mentioning the itinerary, place of stay, mode of travel,

resident of the Old Age Homes and Shelter Homes for women would be taken for a tour to famous places/ historical places/ pilgrimage of the State or outside the State annually. (for 10 days per tour by Shatabadi (Chair Car)/ AC Volvo/Air facility). Stay arrangements during such tours shall be made at three star Hotels.

Procedure for educational tours outside State

1. *District Child Protection Officer (DCPO) shall enlist the number of children in each CCI separately for summer closing and winter closing schools and acquire written consent from the parents/ guardians of the children for annual educational tour and submit the list to District Programme Officer.*
2. *The District Programme Officer (DPO) shall get the list and submit the proposed tour to Deputy Commissioner for approval. After approval, tour shall be organised following extant financial norms.*
3. *District Programme Officer (DPO) shall be the sanctioning authority and DDO at the District level and allocate the funds for conducting the tour with assistance of District Child Protection Officer (DCPO). He/she shall be responsible for organising*

local sightseeing and local travel along with the estimate of funds involved in each package, to organize the tours as per Expression of Interest.

6. The Director shall also approve the location and packages.

7. The Director shall invite RFP for said purpose for five different location/packages for a period of five years and finalize the agency after completion of all codal formalities after approval of the Administrative Department.

8. The Director will decide the destination for each CCI on rotation basis as per the finalized RFP.

9. District Programme Officer shall be the sanctioning authority and DDO at the District level and allocate the funds with assistance of District Child Protection Officer.

10. He/ she shall allocate the funds to the agency for conducting the tour.

11. He/she shall be responsible for organising the tour with the assistance of DCPU and the empanelled agency.

the tour with the assistance of DCPU.

4. *The District Programme Officer (DPO) shall raise the demand of funds from District Level Mukhya Mantri Sukh Aashray Kosh.*

5. *If there is no amount at District Level Mukhya Mantri Sukh Aashray Kosh, then the DPO shall raise the demand through Deputy Commissioner to Director, Women and Child Development who shall further release the fund to the concern DPO under the said component.*