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# GOVERNMENT OF MANIPUR SECRETARIAT : SOCIAL WELFARE DEPARTMENT

### NOTIFICATION

Imphal, the 13th July, 2021

No. 28/20/2021-SW(Misc): The draft Scheme Guidelines of the Chief Minister's COVID-19 Affected Livelihood Support Scheme was approved by the State Cabinet in its Cabinet meeting held on 06-07-2021.

Now, therefore, in pursuance of the State Cabinet decision, the State Government hereby publish the Scheme Guidelines for Chief Minister's COVID-19 Affected Livelihood Support Scheme placed as **Annexure-I**.

BANTEE SINGH KONTHOUJAM, Deputy Secretary (Social Welfare), Government of Manipur.

#### No. 28/20/2021-SW(Misc) GOVERNMENT OF MANIPUR DEPARTMENT OF SOCIAL WELFARE

#### 1. BACKGROUND

1.1. The COVID-19 Pandemic and the resulting economic dislocations has severely affected the livelihood of a large percentage of the population, especially vulnerable groups including daily wage earners, those without a regular source of income and without sufficient savings to fall back upon. There is a need to have an additional direct income support for these vulnerable groups.

#### 2. SCHEME PROPOSAL

2.1. The 'Chief Minister's COVID-19 Affected Livelihood Support Scheme' will provide direct cash transfer of Rs. 5000/- in 2 (two) equal instalments (Rs. 2500/- per instalment) to every identified family whose livelihood have been directly affected by COVID-19.

#### 3. **ELIGIBILITY AND SELECTION OF BENEFICIARIES**

- 3.1. Beneficiary of the scheme: A person, domicile in Manipur, whose livelihood has been adversely affected by the COVID-19 Pandemic leading to an inability to maintain a basic minimum standard of living. There can be only one beneficiary per family. This beneficiary must be the main bread earner and should be employed in the informal sector. This will include, but not limited, to the following occupations:
  - (a) Street vendor
  - (b) Farmer (includes agriculture, fisheries, horticulture and animal husbandry)
  - (c) Daily-wage worker and labourer
  - (d) Construction-site worker
  - (e) Public transport driver (auto, winger, bus, rickshaw etc.)
  - (f) School van driver
  - (g) Shop assistant
  - (h) Artisan
  - (i) Weaver
  - (j) Performing artist
  - (k) Home-based business etc.
  - 3.2. Inclusion criteria [subject to exclusion criteria fulfilment]
    - (a) Ration card holder
    - (b) MGNREGA Card holder
    - (c) PM-KISAN beneficiary

- (d) CMHT/ PMJAY card holder
- (e) PMUY beneficiary
- (f) PM SVANidhi beneficiary
- (g) CMST/CMAT beneficiary
- (h) PMAY (G) or PMAY (U) beneficiary
- (i) SBM (G) or SBM (U) beneficiary
- (j) Person in Vendor list of Municipalities or District Councils
- (k) Person with permit for public transport/ school van in Municipalities or District Councils

#### 3.3. Exclusion criteria

- (a) Government employee and his/her dependents
- (b) A person receiving Government pension and his/her dependents
- (c) An income tax/ GST/ professional tax payee
- (d) Any person less than 18 years old
- 3.4. The beneficiary will be able to apply both online and offline. In case of offline submission, the details must be entered online by the District Administration team. The form is enclosed as **Annexure-II**. Other than personal details, bank account details and Aadhar Card must be mandatorily submitted. In case the applicant does not have an Aadhaar number, then the Deputy Commissioner must certify the claim and allow other documents to be submitted (voter ID, MGNREGA Job Card etc.) However, Aadhaar enrolment is a must before release of the 2<sup>nd</sup> instalment. The deadline for application will be 7<sup>th</sup> August, 2021.
- 3.5. The verification will be updated online. The first level of verification will be done by the field official/ staff deputed for the particular area. The official/ staff will verify the eligibility of the applicant to receive the benefits under the scheme. The second level of verification will be by the Sub-divisional Officer. The third and final verification will be done by the Deputy Commissioner. Following the approvals, a draft beneficiary list for the district will be prepared.
- 3.6. The draft beneficiary list will be examined by the District Level Committee and this approved list will be the Verified Beneficiary List for the District, based on which cash transfers will be made.

# 4. IMPLEMENTING AND MONITORING MECHANISM

4.1. The scheme will be implemented through the Social Welfare Department and the Director, Social Welfare will be the Nodal Officer for the Scheme.

# 4.2. A State Level Committee will be formed as follows:

(a) Officer of the rank of Principal Secretary - Chairperson and above (to be nominated by the Government)

(b) Administrative Secretary, Social Welfare - Member - Member (c) Administrative Secretary, MAHUD

(d) Administrative Secretary, Agriculture- Member

- Member (e) Director, TA & Hills - Member (f) Director, MAHUD - Member (g) Director, Commerce & Industries - Member

(h) Director, Handloom & Handicraft - Member (i) Director, Agriculture

- Member (j) Director, Horticulture & SC - Member (k) Director, RD & PR

- Member - Secretary (I) Director, Social Welfare

# 4.3. Along similar lines, a District Level Committee will be formed as follows:

- Chairperson (a) Deputy Commissioner - Member (b) CEO, Zila Parishad/ ADC - Members (c) All Sub-divisional Officers - Members

(d) All Block Development Officers

- Member(s) (e) Any DLO(s) nominated by DC - Member - Secretary (f) Additional Deputy Commissioner

4.4. The District Level Committee be responsible for preparing the Verified Beneficiary List of the district. The Committee will ensure wide publicity for the scheme and facilitate filing up of forms by applicants. Helplines will be set up in every district to assist applicants and receive grievances and feedback.

- 4.5. The State Level Committee will provide guidance to the District Committees and monitor the overall implementation of the scheme.
  - 4.6. Social Welfare Department will develop the online portal with the following features:
    - (a) Online application
    - (b) Online verification by all three levels
    - (c) Checking duplication
    - (d) Generation of district-wise/sub-division wise Final Beneficiary List (with Aadhaarnumber and Bank account details)
    - (e) Tracking of payments made to beneficiaries

#### **FUND FLOW** 5.

An allocation of up to Rs. 100 crore for the scheme under Demand No. 44 - Social 5.1. Welfare will be made for the financial year.

- 5.2. Social Welfare Department will maintain a single bank account, at the State level, for the scheme to be jointly operated by the Administrative Secretary and the Director.
- 5.3. Based on the number of beneficiaries, as per the Final Beneficiary List from all Districts, Finance Department will release the required amount to this single State account.
- 5.4. Social Welfare Department will then transfer the benefits directly to the beneficiary's account.

#### TIMELINE OF THE SCHEME

(i)First disbursement

-by August/ September, 2021.

(ii) Final disbursement

- by October/ November, 2021.

ANNEXURE-II

# CHIEF MINISTER'S COVID-19 AFFECTED LIVELIHOOD SUPPORT SCHEME

#### APPLICATION FORM

1.	NAME:	Passport photo
2.	AGE:	
3.	SEX:	
4.	FATHER'S/ HUSBAND'S NAME:	
5.	ADDRESS:	4
6.	DISTRICT:	
7.	OCCUPATION:	
8.	AADHAAR NO: [copy to be enclosed]	
9.	OTHER ID CARD: [To be enclosed along with certificate from DC st	ating that Aadhaar
is not available for the applicant]		
10.	MOBILE NO:	
11.	BANK ACCOUNT DETAILS:	
	(a) Bank Account no:	
	(b) Bank name:	
	(c) Bank branch:	
	(d) IFSC code:	
12.	INCLUSION CRITERIA FULFILLED [to be provided along with identif	fication number]:
	(a)	
	(b)	
Decla	aration and consent:	
(a) 1,	hereby, declare that all the information submitted by me is true a	ind that I will be liable fo
puni	shment under the relevant provisions of the law in case of submission	on of false information.
(b) 1,	, hereby, give my consent for the use of my Aadhaar number for the	purpose of this scheme.
Date	e: Signature of applicant:	
Plac	e:	