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GOVERNMENT OF KERALA

Abstract

Local Self Government Department - Survey for the identification of the families below poverty line (Urban Household Survey 2007) - Orders issued.

LOCAL SELF GOVERNMENT (DD) DEPARTMENT

G.O.(MS)No. 174/2007/LSGD

Dated, Thiruvananthapuram, 11.7.2007

- Read :- (1) G.O (MS)No.127/07/LSGD dated : 07/05/07.
(2) Letter No.M4/37502/07 dated : 08/06/07 of the Director of Public Instructions.
(3) Letter No.DC2-8497/07 dated : 23/06/07 & 27/06/07 from the Director of Urban Affairs, Thiruvananthapuram

ORDER

As per Government Order read as first paper above administrative sanction was accorded for the conduct of a Statewide survey for the identification of the poor in Urban areas. The Director of Urban Affairs was directed to organize and monitor the survey.

The expenditure in this regard was limited to Rs.2.35 crores from the Swarna Jayanti Shahari Rozgar Yojana fund for conducting the Urban Below Poverty Line Survey. As per the letter 2nd paper above the Director of Public Instruction has informed that they are not in a position to extend the services of primary school teachers to conduct the BPL Survey.

In the circumstances stated above Government are pleased to issue the following instructions for the conduct of Urban BPL Survey 2007.

1. The survey will be termed as Urban Below Poverty Line Survey, 2007 and it will commence from July 2007. The Survey works will have to be completed within 3 months.
2. The Urban Survey 2007 will be jointly conducted by Urban Affairs Department and Kudumbashree.

3. As the service of the school teachers are not available the service of the Investigators appointed for the survey 2005 by the Economics & Statistics Department will be utilised.

4. The Enumerators for the survey will be identified and selected by the District collectors concerned.

5. The expenditure for the conduct of the survey will be met by the Kudumbasree as per the schedule attached to this order as annexure-1.

6. An enumerator will be given 500 houses to be surveyed in 25 days which is fixed as the duration of the survey. The average number of houses to be surveyed by an enumerator in a day will be fixed as 20. The number of supervisors (one supervisor for every 10 enumerators) will be limited to 250.

7. A cell will be constituted for the purpose of conduct and monitoring the survey headed by Joint Director (Administration), Directorate of Urban Affairs. It will be allowed to function for a period of 3 months. The composition of the Cell will be as follows:

- (1) Joint Director (Administration), Directorate of Urban Affairs.
- (2) Joint Director (Health), Directorate of Urban Affairs.
- (3) Senior Finance Officer, Directorate of Urban Affairs.
- (4) Regional Joint Directors, Urban Affairs, Kollam, Kochi and Kozhikkode.

8. State Level Committee

A State Level Committee will be constituted to oversee the implementation of the survey and related activities with the following members.

- (1) Secretary to Government, Local Self Government Department (Urban Development) - Chairman
- (2) Executive Director, Kudumbashree
- (3) Director of Urban Affairs (Convenor).
- (4) Joint Director of Urban Affairs (Administration).

9. District Level Committee

At the District level a committee under the Chairmanship of the District Collector will be constituted. The Secretary of the headquarters Municipality / Corporation will be the Convener of the District Level Committee. The following officers will be members of the committee.

1. The Municipal Secretaries of the Urban Local Bodies in the District.
2. Dy. Director, Economics & Statistics Department.
3. The Regional Joint Director of the Directorate of Urban Affairs.

The Committee will meet at least once in a week to co-ordinate and monitor the progress of the Survey.

10. At Municipal / Corporation Level.

The Secretaries of the Urban Local Bodies will nominate a Senior Officer other than the Project Officer (UPA) to work as nodal officer of the proposed urban house-hold survey for co-ordinating various activities related to the survey and other allied matters.

11. There will be one supervisor to 10 enumerators in the field. Government / Municipal Staff, alone will be posted as supervisors. A list of supervisory staff in the grade of Revenue Inspectors / Health Inspectors / Junior Superintendents and above available in the Urban Local Bodies including transferred institutions will be furnished to the District Collector by the Secretaries of the concerned Urban Local Bodies. Teachers are exempted from this work.

12. The draft proposal of Forms, Charts, Hand Book etc., to be used for the Survey will be jointly prepared by Director of Urban Affairs and Executive Director, Kudumbashree.

13. The survey forms A & B attached(as Annexure-2A & 2B) to this order, devised by Kudumbashree is approved for conducting the survey.

Form-A (for listing the families)

Form-B (for identified families)

14. The identification of Resource Persons for training of investigators and Trainers training will be done by the State Poverty Eradication Mission at State Level.

15. Training for enumerators will be provided at the district level. Municipal /Corporation Secretary (except in the districts of Kasargode, Wayand, Idukki and Pathanamthitta) of the Districts headquarters will be responsible for the conduct of training and will function as the Camp Director for the trainings. He / She shall be responsible for all logistic arrangements including arrangement of venue, accommodation, food, public addressing system, provision of stationery and LCD, computer system and other training equipments / materials. Arrangements for field visit and dummy enumeration are to be done by the Camp Director. The expenditure will be reimbursed from the funds available with the Kudumbashree. The ULBs of Kasaragod, Wayanad, Idukki and Pathanamthitta Districts will attend the training in the nearby Districts as noted below:-

1. Kasaragod	-	Kannur
2. Wayanad	-	Kozhikkode
3. Idukki	-	Ernakulam
4. Pathanamthitta	-	Kottayam

16. The Camp Directors of the respective Centres will give information on the training programme to the Secretaries of the ULBs in these districts. The Regional Joint Directors, Urban Affairs will liaise with Secretaries and Camp Directors and ensure the conduct of successful training in these districts.

17. State Poverty Eradication Mission will be responsible for development of training modules and material, identification and training of the District level faculty for training of enumerators. State Poverty Eradication Mission will also provide necessary training materials and survey forms at the training venues. It will also be responsible for providing the requisite number of forms for conduct of survey in the District. These shall be made available to the Secretaries of the Headquarters Municipality/Corporation who will in turn be responsible for distribution of the forms to the concerned Municipalities. Enumerators will be supplied with forms from the concerned Municipality / Corporation.

18. Survey Forms, Charts, Hand Books etc. will be printed by Kudumbashree.

19. State level orientation to all Municipal / Corporation Secretaries and Nodal Officers will be organized by Directorate of Urban Development & Kudumbashree. The training of the supervisors will be arranged centrally by Kudumbashree.

20. Individual Urban Local Bodies will take adequate publicity measures to local level including media coverage on the conduct of the proposed survey in advance. The District Collectors and the Director, Public Relations Department will also take appropriate action for publicity through media.

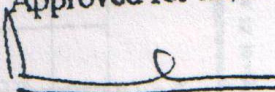
21. The Software development for data entry and the management of the survey outputs will be done by State Poverty Eradication Mission. The data entry work of the survey will be entrusted to Kudumbashree IT Units. The monitoring of the data entry work will be supervised by the District Mission Co-ordinator of Kudumbashree and the Nodal Officers of the Urban Local Bodies. Data entry will be done concurrently with the survey.

22. The schedule of activities proposed under the survey will be finalized by the State Level Committee formed.

23. The present office bearers will be allowed to continue in the respective position, till the process of survey is completed.

By Order of the Governor,
M. Unnikrishnan,
Additional Secretary.

~~The Director of Urban Affairs, Thiruvananthapuram.~~
~~The Executive Director, Kudumbashree, Thiruvananthapuram.~~
~~The Director of Panchayats, Thiruvananthapuram.~~
~~The Commissioner for Rural Development, Thiruvananthapuram.~~
~~The Director of Economics & Statistics, Thiruvananthapuram.~~
~~All District Collectors.~~
~~All Regional Joint Directors, Urban Affairs, Kollam / Kochi / Kozhikode.~~
~~All Corporation / Municipal Secretaries.~~

Approved for issue

Section Officer.