

**GOVERNMENT OF ASSAM
PANCHAYAT & RURAL DEVELOPMENT DEPARTMENT
JANATA BHAWAN :: DISPUR :: GUWAHATI - 6**

ORDERS BY THE GOVERNOR OF ASSAM

NOTIFICATION

E-507973/18 : In pursuance to decision of the Hon'ble Cabinet dated 21-08-2024, the Governor of Assam is pleased to notify the Guidelines for implementation of the Scheme "**Sakhi Express**" under Panchayat & Rural Development Department, Govt. of Assam as below:-

1. TITLE OF THE SCHEME:

"Sakhi Express": Providing Two-Wheelers to the Community Cadres engaged under Assam State Rural Livelihoods Mission (ASRLM).

The salient features of "**Sakhi Express**" under **Vistarita Kanaklata Mahila Sabalikaran Yojana** are as follows:

- i. Provision of a Two-Wheeler Vehicle (Scooty) to each functioning/active Sakhi engaged under Assam State Rural Livelihoods Mission.
- ii. Two-Wheelers will be nomenclatured as "**Sakhi Express**"
- iii. Imprints of "**Sakhi Express**" with '**ASRLM Logo**' will be mandatory on the scooties.
- iv. A monthly travelling allowance of Rs. 500/- to each cadre of ASRLM will be provided to all cadres of ASRLM. The same will be continued subject to availability of fund.
- v. An amount of **Rs. 52 Crore** for the Scheme has been earmarked in the Budget Speech for FY 2024-25.
- vi. Cadres (Sakhis) will use the service (scooty) only for related activities assigned to them as community cadre under ASRLM. Further, Cadres will use the vehicle till 60 years of age and validity of driving license whichever is earlier subject to satisfactory performance of their service.
- vii. Expenditure related to Registration of the Vehicle and Insurance coverage for the 1st Year (at the time of purchase) will be covered under the Scheme. The cost of the same in subsequent period will be covered subject to availability of fund under the Scheme.
- viii. From the second year onward, Renewal of Vehicle Insurance will be the responsibility of the concerned Cadre. However, the same

may be covered under the Scheme subject to availability of fund.

2. OBJECTIVE:

- i. To provide Two-wheeler (Scooty) to Cadres (Sakhis) to facilitate their mobility to complete their tasks effectively and efficiently.
- ii. To monitor various activities of the SHG members as well as SHGs, Village Organizations and other Community Based Organizations of the area.
- iii. To provide Travelling Allowance of Rs.500/- per months to each Cadre to meet fuel, maintenance cost etc.

3. ELIGIBILITY CRITERIA FOR AVAILING THE BENEFIT:

- i. She should be an active Cadre (Sakhi) notified by ASRLM.
- ii. Block Project Manager (BPM) should certify her work proficiency.
- iii. She should be willing to bear the cost of fuel, accessories, repairing cost, day-to-day maintenance cost, Pollution Under Control (PUC) fees, insurance premium (from 2nd year onwards) etc. from her own, if all or part of the above are NOT covered under the Scheme.
- iv. To encourage the cadres to perform better, availing of the benefit (scooty) may not be considered mandatory for availing Monthly Travelling Allowance (TA) of Rs.500/- by any Cadre.

4. IMPLEMENTATION:

- i. Assam State Rural Livelihoods Mission (ASRLM) under Panchayat & Rural Development Department, Govt. of Assam is implementing DAY-NRLM as well as Kanaklata Mahila Sabalikaran Yojana in all 219 Blocks of Assam. Therefore, cadres from all the Blocks will be availing the benefits under the Scheme.
- ii. ASRLM is proposed to be the nodal agency and State Mission Director, ASRLM is proposed to be the nodal person for implementing the Scheme.
- iii. At district level, Project Director (DRDA)/CEO (Zilla Parishad) and District Project Manager (ASRLM) will facilitate and monitor the effective implementation of the Scheme.
- iv. At block level, Block Development Officer and Block Project Manager (ASRLM) will be responsible for implementing the Scheme. They will create awareness about the scheme among the Cadres, Village Organization (VO) and Cluster Level Federation (CLF). The concerned Village Organization (VO)/Cluster Level Federations (CLF) where a particular cadre is assigned will also create awareness and monitor proper utilization of the service by cadres.

- v. Cadres will utilize the vehicles only for the activities related to ASRLM as assigned to her. No other person should utilize the vehicle.
- vi. Cadres shall NOT sell/replace the vehicles by their own.
- vii. From the second year onward, Renewal of vehicle insurance will be the responsibility of the concerned cadre. However, the same may be covered under the Scheme subject to availability of fund.
- viii. If in any case, a cadre is discontinued from her services as Community Cadre by ASRLM (after attaining her specified age/unsatisfactory performance/ willfully resigns etc.), she shall have to deposit the scooty within 7 days of issue of notification along with updated (wherever applicable) documents like user manual, Registration Certificate, Insurance Policy, Pollution Under Control (PUC) certificate, tool kit, first-aid kit etc. to concerned Block (BMMU). Failing of which may result in depositing the estimated amount to BMMU at the time of depositing scooty. In such cases, BMMU will hand over the scooty to the concerned cluster CLF within 15 days. Written undertakings in both cases to be obtained by BMMU. Ownership of the vehicle(s) will also be transferred accordingly.
- ix. Concerned Cluster Level Federation (CLF) will utilize the service of scooty only for CLF activities; till a new Cadre (Sakhi) is replaced and positioned. On need basis, after approval of CLF Executive Committee (EC) and proper intimation to concerned BMMU, it may be given to other cadres like Master Book Keeper (MBK), Krishi Sakhi, Pashu Sakhi etc. only for specific activity as decided by the CLF/Village Organization (VO).
- x. The President or Secretary of the CLF/VO, in such cases, will be the custodian of the scooty. Loss of the asset will pertain to payment of the full amount by the President or Secretary.

5. PROCEDURE FOR SELECTION:

- i. As per the set criteria, concerned District Mission Management Units (DMMUs) will select Block wise eligible Cadres and send the list to State Mission Management Units (SMMU).
- ii. Cadres should have a valid Driving License. If not, she will apply for the same within 15 days of notification of the Scheme.
- iii. Cadres should submit photocopy of Driving License to concerned Block (BMMU) within six months after receiving scooty.

6. MECHANISM FOR DISBURSAL OF THE BENEFIT:

- i. Assam State Rural Livelihoods Mission under Panchayat & Rural Development Department will purchase the vehicles and distribute to the Cadres.

ii. A Purchase Committee will be constituted as follows:

1. Principal Secretary, P & RD Department - Chairman
2. State Mission Director, ASRLMS - Member Convenor
3. Joint Secretary, P & RD Deptt. - Member
4. Senior Financial Adviser, P & RD Deptt. - Member
5. One Technical Expert (to be co-opted from Govt. Deptt.) - Member

Procurement will be done through NIT/E-tendering process/GeM portal by observing all formalities. NIT will be published in widely circulated Newspapers. The broad specifications of the two-wheelers may be as follows:

- Engine type:- 4 stroke. Single Cylinder.
- Displacement:- Approx. 110 cc.
- Starting system:- Both Electric start and kick start.
- Clutch:- Automatic.

The specifications of the vehicle and rates will be finalized by the Purchase Committee for selection of the eligible supplier. Imprints of "Sakhi Express" with "Logo of ASRLM" will be there in each vehicle. After purchase, the vehicles will be distributed to eligible Cadres through either SMMU/DMMU as per the target/requirement.

- iii. Each Cadre will claim Travelling Allowance (TA) of Rs. 500/- only every month along with other claims provided under ASRLM to her respective BMMU. The same will be released to the Cadres as per procedure of ASRLM.

7. FUND REQUIREMENT:

The fund required for implementation of the Scheme will be met from the State Plan (100%) including 2% Administrative Cost.

8. AUDIT AND EVALUATION:

Audit will be conducted along with Statutory Audit as per existing Rules of ASRLM.

Signed by

John Berchmans Ekka

Date: 10-09-2024 18:20:57

Principal Secretary to the Govt. of Assam
Panchayat and Rural Development Department

Copy for information and necessary action to :-

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1. The Accountant General (Audit), Assam, Maidamgaon, Beltola, Guwahati-29.
2. All Heads of Department.
3. The Commissioner, Panchayat & Rural Development, Assam, Panjabari, Juripar, Guwahati-37.
4. All Principal Secretary, Autonomous Council.
5. All District Commissioner/ Sub-Divisional Officers.
6. The Officer-in-Charge of the Political (Vigilance Cell) Department, Dispur for kind information with reference to their endorsement dated 25/10/2019.
7. The State Mission Director, Assam State Rural Livelihood Mission Society with a request to circulate the Notification amongst all concerned
8. All Chief Executive Officer, Zilla Parishads / All Project Director, DRDAs.
9. The Director, Assam Government Press, Bamunimaidam, Guwahati for publishing the same in the next issue of the Assam Gazette.
10. P.S. to Hon'ble Minister, Panchayat & Rural Development, Assam, Dispur.
11. S.O. to Chief Secretary, Assam, Dispur for kind appraisal of the Chief Secretary.
12. P.S. to Principal Secretary to the Govt. of Assam, Chief Minister's Secretariat, Dispur.
13. P.S. to Principal Secretary to the Govt. of Assam, Panchayat & Rural Development Department, Dispur.
14. P.A. to Secretary to the Govt. of Assam, Panchayat & Rural Development Department, Dispur.
15. The Content Manager, Panchayat & Rural Development Department for uploading the Guidelines in the Department website.

By orders, etc.,

Signed by Esther Kathar

Date: 11-09-2024 11:39:19

Additional Secretary to the Govt. of Assam
Panchayat & Rural Development Department