

Guidance Note on Vulnerability Reduction Plan Process (Version-I)

Vulnerability Reduction Plan (VRP) is a participatory bottom-up plan of the Village Organization to capture and prioritize individual/collective needs of the vulnerable people and vulnerabilities of the SHG members in the village. For the same a level of Vulnerability Mapping is required to be done. Vulnerability Reduction Plan (VRP) can be done by Vos irrespective of receiving Vulnerability Reduction Fund (VRF)

1. What is VULNERABILITY?

The word vulnerability signifies the human potential to be wounded, i.e.; experience physical harm. However, vulnerability is not only confined to physical harm but also psychological and also social. For a state like Assam which has a poverty rate of around 32% it is imperative to understand what vulnerability means with context to social structure. Vulnerability with relation to social context may refer to multiple stressors and shocks which may include abuse, social exclusion and natural hazards. Social vulnerability refers to the inability of the people, organizations, and society as a whole to withstand adverse impacts from multiple stressors to which they are exposed.

2. Identification and Mapping of VULNERABLES:

According to the socio economic and caste census (SECC), there are 7 kinds of deprivations based on which vulnerability can be mapped in the field. Following are the vulnerable according to SECC: -

- a. Households with one or less room, kuccha walls and kuccha roof.
- b. No adult member in household between age 18 and 59.
- c. Female headed household with no adult male member between 16 and 59.
- d. Households with differently able member with no other able bodied adult member.
- e. SC/ST Households.
- f. Households with no literate adult above age 25 years.
- g. Landless households deriving a major part of their income from manual labour.

Apart from the above-mentioned indicators, SECC also identifies 5 different types of inclusions based on which mapping needs to be carried out. They are as follows: -

- a. Households without shelter.
- b. Destitute, living on alms.
- c. Manual scavenger families.
- d. Primitive tribal groups.

- e. Legally released bonded labour.
- f. Households having mentally unsound people

Apart from the above-mentioned indicators, there are going to be other indicators which will be emergency in nature according to the need of the vulnerable. They are as follows: -

- a. At the time of natural disasters, as in the case of Assam, floods, earthquake, landslides or any other natural disaster.
- b. Immediate health issues of any of the vulnerable or their immediate relatives.
- c. Accidents, unexpected event, typically sudden in nature and associated with injury, loss or harm.
- d. At the event of robbery which may include loss of anything of value.
- e. Man-animal conflict resulting to loss of property, livelihoods and even life.
- f. At the event of death of the vulnerable or the immediate family member of the vulnerable.
- g. Any other Issues found to be fit or can be defined as Vulnerable

Some Vulnerabilities of people can be discussed openly while others need discussion in closed environment. Based on this the Vulnerabilities may be broadly divided in the following categories:

Open Discussion category	Closed Discussion Category	Emergency
- Daily Wage Labourer - Elderly - Deserted women - Person with serious health issue- long term - Immediate health issue - emergency - Shelter less - Seasonally shelter less - Socially Ostracized Sex workers (to be included in the policy not in survey) - Identified SAM children - Temporary Tea Garden workers	- Socially Ostracized Sex workers - Violence and Trafficked Survivors	- Natural calamity - Pandemic - Accidents - Person with serious health issue- long term - Immediate health issue -emergency - Livelihood Losses - Robbery Theft - Man - Animal Conflict

After collecting the relevant data based on the vulnerable, a certain scale/ criterion may be developed in order to prioritize among the vulnerable. The call may be taken by the VO/BMMU or DMMU officials of ASRLM. Based on the score of the vulnerability, fund may be released to the individuals.

With regards to the indicators mentioned above, following the factors that requires consideration: -

- a. Indicators may vary from one VO to another, meaning VOs may decide their own indicators based on the understanding of their socio-economic structure of their own community. However, the respective VOs needs to assure that the SHGs maintains similar indicators if not same.
- b. VOs need to conduct regular meetings with the SHGs in order to identify the vulnerable; VOs also need to conduct with the vulnerable who are not in the SHG fold of ASRLMS.
- c. The VOs according to their socio-economic environment may decide to amalgamate certain indicators.
- d. The VOs are required to promulgate the Entitlements/schemes for the vulnerable which are being provided by Centre and State respectively.
- e. The VOs need to accumulate surveyed data of the vulnerable individual, format of which shall be shared by the concerned authority.

3. Eligibility and pre-requisites of VO for conducting VRP

- a. VO should be at least 6 months old.
- b. VO should have all its Sub Committees functional including SAC and VRF Sub Committee
- c. The members of the SAC and VRF Sub Committee should be active and sensitive
- d. VO should have received 1st instalment of VRF.
- e. **VO profile should be updated and readily available with the VO – OB members**
- f. **Updated list of vulnerable members** – updated by the VO SAC
- g. **Member-wise Income and Expenditure statement** – For understanding the situation of vulnerable people, VO needs to prepare member-wise statement of Income and Expenditure. It helps the members to analyze their own patterns of income and expenditure so that the members can plan their investments and reduce their expenditures etc. During the first 3-5 months itself, this analysis can be done for each member of the SHG in the regular meetings of SHG, to appreciate each other's socio-economic situation. Active Women/Book Keeper could take up this facilitation process.

4. VRP Process

The entire VRP process have to be carried out in the by a particular VO within the time frame of one month. The process has to lead by the Jeevika Sakhi of the concerned VO and SAC members. The President and Secretary will supervise the process. The BMMU will be responsible to ensure all the VO under its jurisdiction do the VRP priority on the VOs which have already received the VRF 1st Installment.

STEP 1: The VO President and Secretary will call up a meeting with the OB and EC members to fix dates for a 10 days period of Vulnerability mapping in each SHG within its purview. (1st to 10th Day)

STEP 2: In the next 5 days the vulnerable households/individuals need to be identified listed from each SHG. The SHG in their weekly meeting will identify the Vulnerable HH/Individuals. (11th to 5th Day)

STEP 3: On the 16th day the list of Vulnerable SHG members needs to be forwarded to the VO. Meanwhile a separate list of Vulnerable non-members also needs to be generated based on discussion and duly forward to the VO by the SHG president and concerned Jeevika Sakhi

STEP 4: The 17th and 18th day will be dedicated for collection of application from the Vulnerable HH/ individuals for VRF

STEP 5: From 19th to 22nd day the scrutiny of the application will take place by the VO-OB-EC, SAC, VRF and Jeevika Sakhi

STEP 6: On the 23rd day final list of Vulnerable for VRF disbursement will take place.

STEP 7: Based on various vulnerability issues the VO will initiate process for converging and linking with concerned department offices, agencies, NGOs, Field workers etc. The entire process will be taken care by the SAC and Jeevika Sakhis in the next 5 days (24th -28th)

STEP 8: The last two-three days (29th, 30th and 31st) of the month will be dedicated for reporting, follow-up etc.

DAYS

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

MAPPING OF VULNERABLES (1st to 10th)

IDENTIFICATION OF VULNERABLES
(11th – 15th)

FORWARDING FROM LIST OF
VULNERABLE SHG MEMBERS (16th)

COLLECTION OF APPLICATIONS FROM
BOTH SHG AND NON SHG MEMBERS
(17th – 18th)

SCRUTINY OF APPLICATIONS (19th –
22nd)

FINALISING VULNERABILITY
APPLICATION AND DISBURSEMENT OF
VRF (23rd)

CONVERGENCE (24th – 28th)

REPORTING (29th – 30th)

STEP 9: In the next month a convergence meeting needs to be organized by the VO with various line department and agencies so that a common platform can be activated to address the issues.

STEP 10: After 2 month the follow-up, physical verification and proper utilization of the VRF is to be done in the vulnerable HH/ Individuals.

Further planning and strategy development can be taken up in the following months.

5. Post VRP planning

- After the VRP process is done for the 1st year and Utilization reports are collected for the First Financial year. The same process again needs to be repeated in the next year with updated records.
- After almost 90% utilization and appraisal of the 1st installment of VRF the proposal for the 2nd installment may be placed.

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