

**Compendium of instructions  
On GPDP/BPDP/DPDP**

**- Directorate of Panchayats  
Tripura**

DIRECTORATE OF PANCHAYATS  
P.N. COMPLEX, GURKHABASTI, AGARTALA  
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To,  
All the Secretary, Zilla Parishad

All the Executive Officer, Panchayat Samiti/ BAC and  
The Block Development Officer,  
Government of Tripura.

Subject: Important validation and timeline for preparation and uploading of  
GPDP/BPDP/DPDP- 2024 in eGramSwaraj portal -regarding.

Madam/Sir,

It was informed by the Ministry of Panchayati Raj, Government of India that  
two validations are hereby made in eGramSwaraj portal regarding preparation of  
GPDP for the FY 2024-25 as follows-

- (i) GPS to allocate a minimum 25% of untied (FFC/SFC/OSR) resources  
on the themes on which the panchayat has taken Sankalp as  
approved by Gram Sabha.
- (ii) At least 25% of the activities of the theme in which GP has taken  
Sankalp taken to be chosen from the list of activities of a particular  
theme to be worked on by the GP.

2. Further, the master list of activities under 9 LSDG Themes which will be  
made available in eGS Portal is shared by the MoPR which is enclosed herewith as  
**Annexure A** and suggestive list of project driven activities under BPDP and DPDP  
also enclosed as **Annexure B** for reference.

In this connection, all the concerned are hereby requested to personally look  
into the matter and ensure preparation of GPDP/BPDP and DPDP keeping in  
consideration of the aforesaid issues and enclosures for avoiding any type of  
complication during plan uploading.

**Enclo : As stated.**

Yours faithfully,

(Prasun De)  
Director of Panchayats  
Government of Tripura

**Copy to :**

1. The PS/PA to the Secretary RD (Panchayat) Department, Government of  
Tripura for kind information to the Secretary.
2. The District Magistrate & Collector, North Tripura, Unakoti, Dhalai, Khowai,  
West Tripura, Sepahijala, Gomati and South Tripura District for kind  
information.

Thematic master list of activities for GPDP 2024-25			
Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
1	Poverty Free and Enhanced Livelihoods Panchayat	Benefits to PDS beneficiaries	Public Distribution System
2	do	Camp for Inclusion of name of beneficiary in PDS and other schemes	Public Distribution System
3	do	VPRP Demand for PMAY	Rural housing
4	do	Benefit of Awas Yojana	Rural housing
5	do	VPRP Demand for Animal Husbandry (Construction of Cattle Shed) asset demands under MGNREGA	Poverty Alleviation Programme
6	do	Awareness creation for self employment schemes in GP through Career Counselling Camps	Technical training and Vocation education
7	do	Skill development training	Technical training and Vocation education
8	do	VPRP demand or Support for self-employment under Fisheries (Construction of ponds)	Agriculture & Allied Activities
9	do	VPRP demand: Support for self employment under Horticulture	Agriculture & Allied Activities
10	do	Support in Production of bio fertiliser/ organic manure/ Vermi compost etc.	Agriculture & Allied Activities
11	do	VPRP demand for Support for self-employment under Animal Husbandry	Agriculture & Allied Activities
12	do	Creation of SHGs in GPs/ Providing support to SHGs	Poverty Alleviation Programme
13	do	VPRP Demand for work under MGNREGA (Demand for work under MGNREGA by eligible HH)	Poverty Alleviation Programme
14	do	Awareness creation on FPO/ Creation of FPO / Providing support to FPO/ Mobilizing Farmers to be part of FPOs	Poverty Alleviation Programme
15	do	VPRP Demand for NSAP Widow pension	Social Justice
16	do	Camp for inclusion of name in the list of social protection schemes and other beneficiary oriented schemes	Social welfare
17	do	IEC / awareness campaign on social protection schemes / other beneficiary oriented schemes	Social welfare
18	do	VPRP- Demand for Saubhagya electricity connection	Rural Electrification
19	do	VPRP-Public Goods-Agri produce storage building for groups (MNREGA)	Agriculture & Allied Activities
20	do	VPRP: Resource Development -Agri bund under MNREGA	Agriculture & Allied Activities
21	do	VPRP demand support for Medicinal plants	Agriculture & Allied Activities
22	do	VPRP demand for Fasal Bima	Agriculture & Allied Activities

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
23	do	VPRP demand for Soil Health Card	Agriculture & Allied Activities
24	do	Incentivizing farmers through fair value of their produce	Agriculture & Allied Activities
25	do	Establishment of Agricultural produce procurement unit under MGNREGA	Agriculture & Allied Activities
26	do	Preparation of Job Card under MGNREGS	Poverty Alleviation Programme
27	do	VPRP Resource Development -Farm forestry tree plantation under MGNREGA	Social forestry and farm forestry
28	do	VPRP- Demand for UJJWALA Gas connection	Fuel and fodder
29	do	Shelter Home for homeless population	Rural housing
30	do	Stay arrangement in common assets of GPs	Rural housing
31	do	Skill development training to school dropouts/ college dropouts / unemployed youth through short term courses	Skill Development
32	do	Training under Pradhan Mantri Kaushal Vikas Yojana	Skill Development
33	do	Benefit under Pradhan Mantri Kisan SAMPADA Yojana	Poverty Alleviation Programme
34	do	Awareness creation on behavioural issues under LiFE Mission	Nil
35	Theme 2: Healthy Village	Awareness Camp/ street play on Prevention of Early Marriage for institutional deliveries/ safe delivery/ nutritional requirement and access to ANC and PNC/ child health/ routine immunisation	Health and sanitation, including hospitals, primary health centres and dispensaries
36	do	Awareness camp on behavioural issues of Mission LiFE	do
37	do	Awareness Program on symptoms of anaemia; vicious cycle of anaemia/malaria/phalaria and preventive measures/ other disease	do
38	do	Camp for inclusion of name in the list of health card/ health insurance	do
39	do	Celebration of Village Health and Nutrition Days	do
40	do	Construction/ maintenance of Health Sub-Centres	do
41	do	Early registration of Pregnant women in Government hospitals	do
42	do	Equipment for Hospital/ Ambulance service/ Health Centres	do
43	do	Identification and monitoring of pregnant and lactating mothers	do
44	do	IEC / awareness campaign on PMJAY Scheme	do
45	do	IEC materials on Nutrition; supplementary notorious food groups	do

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
46	do	Improved sanitation related activities in health infrastructure	do
47	do	Nukkad Natak on maternal and Child health	do
48	do	Organise Healthy Baby Show	do
49	do	Organising Blood testing Camp for identification	do
50	do	Plantation of Nutri Garden in AWC /Households	do
51	do	Sapling Distribution to the mother	do
52	do	Supplementary nutritious food for pregnant women	do
53	do	Talk show/ Film Show on Nutritional aspects/ symptoms and preventive measures of anaemia	do
54	do	Training of Mid-wives (MW) on safe delivery	do
55	do	VPRP-Demand for Health Card	do
56	do	VPRP:Public Goods- Mosquito nets	do
57	do	VPRP- Public Services- Deworming	do
58	do	VPRP- Public Services- Staff nurses in health centres	do
59	do	VPRP: SDP Alcoholism (Health and nutrition)	do
60	do	VPRP: SDP Covid Vaccine Hesitancy (Health and nutrition)	do
61	do	VPRP: SDP- Drug Abuse (Health and Nutrition)	do
62	do	VPRP: SDP Issues related to sanitation (Health and nutrition)	do
63	do	VPRP: SDP Lack of adolescent healthcare (Health and nutrition)	do
64	do	VPRP: SDP Lack of clean drinking water (Health and nutrition)	do
65	do	VPRP- SDP - malnutrition (Health and Nutrition)	do
66	do	Wall Paintings for awareness on PMJAY Scheme/ child health	do
67	do	Weighing machine distribution in AWC	do
68	do	Dissemination of TB messages (through streetplays, wall painting, etc.)	do
69	do	Observation of World TB Day	do
70	do	Transportation for sputum check-ups and diagnosis	do
71	do	Provide nutritional support for TB patients/Monitoring of TB patients	do
72	do	Provide employment to TB Patients	Poverty alleviation programme
73	Theme 3 - Child Friendly Village	Awareness Campaign on services of ICDS	Women and child development
74	do	Awareness camp on different schemes related to special children	Women and child development

<b>Sl. No.</b>	<b>Theme</b>	<b>Activity Name</b>	<b>Focus/ Subject Area of Activity</b>
75	do	Awareness Program on symptoms of anemia; vicious cycle of anemia, preventive and curative measures of anemia	Women and child development
76	do	Awareness Program/ Rallies/ Campaign on importance of education/ vocational / technical education	Education
77	do	Awareness Program/ Rallies / Street Play on child marriage, child labour, child marriage, trafficking	Women and child development
78	do	Campaigning on different healthy practices/ Personal Hygiene	Health
79	do	Career Counselling Camp	Technical training and vocational education
80	do	Construction and Maintenance of Children Park	Women and child development
81	do	Construction and Maintenance of Classroom Flooring	Education
82	do	Construction and Maintenance of e Library	Education
83	do	Construction of Child Friendly Corner in AWC/ School/ GP/ Public Building	Women and child development
84	do	Construction /Maintenance of child friendly toilets in AWC/School	Health
85	do	Construction of hand washing units in schools/AWC	Health
86	do	Construction of Ramp in AWC/ School for special need children	Women and child development
87	do	Construction / Maintenance of Separate toilets for girls and boys in schools	Health
88	do	Demonstration & Distribution of Supplementary Nutritious food	Women and child development
89	do	Providing Educational Materials /Special Coaching Support to the student	Education
90	do	Distribution of various aids / assertive devices to the special need children	Women and child development
91	do	Enrolment drive in School, Technical Educational Institute/ Tracking of the drop out children	Education
92	do	IEC materials on Nutrition	Health
93	do	Installation of RO unit for drinking water in AWC/ Schools	Drinking water
94	do	Installation of Sanitary vending machine in Upper Primary / Secondary schools	Health
95	do	Plantation of Nutri Garden in AWC /Households/ School	Health
96	do	Procurement of LED lights for Playground/ AWC/ Schools	Women and child development
97	do	Procurement of Sports Items	Women and child development
98	do	Repair of School Doors/ Windows/ Gates/ Fixtures	Education

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
99	do	Tracking of the Migration Family and enrolment of beneficiaries	Women and child development
100	do	Self Defence Training	Women and child development
101	do	Yoga Training	Health
102	do	Weighing machine distribution in AWC	Women and child development
103	do	VPRP: Demand for child welfare under state scheme	Women and child development
104	do	VPRP : Demand for Distribution of assistive devices to the special need children under state scheme	Women and child development
105	do	VPRP- Public Services- Mid day meal provisions	Education
106	do	VPRP- Public Services- Take Home Ration in Anganwadi	Women and child development
107	do	VPRP- Public Services- Take Home Ration in School	Women and child development
108	do	VPRP- Public Services- Teachers in School	Education
109	do	VPRP- Public Services- Uniform in Schools	Education
110	do	VPRP: SDP - Child Labour	Women and child development
111	do	VPRP: SDP - Child Marriage (Women and Child Development)	Women and child development
112	do	VPRP: SDP - School Drop Outs	Education
113	Theme 4 - Water Sufficient Village	Amrit Sarovar/ <b>Pond/Farm Pond</b>	Drinking water
114	do	Augmentation of existing sources of Drinking Water	Drinking water
115	do	Construction of community washing & bathing complex	Sanitation
116	do	Construction / <b>upgradation</b> of disable friendly in community toilet/ <b>Ramp</b>	Sanitation
117	do	Construction of Drip irrigation system/ <b>Sprinkler/UG Pipe</b>	Water Conservation
118	do	Construction of new Piped Water Supply schemes	Drinking water
119	do	Construction/installation of Water treatment plant	Sanitation
120	do	Construction works relating to revival of traditional Ponds / Tanks/Tanka/Diggi/Gokatte/Water Tank	Land improvement
121	do	Converting abandoned borewells into water recharging structure/Borewell Recharge Pit/Dug Well Recharge/ Injection wells/Recharge wells	Drinking water
122	do	Creation of a new rainwater harvesting structure	Drinking water
123	do	Creation of a new source of drinking water	Drinking water
124	do	Creation of cattle troughs	Drinking water

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
125	do	Creation of other water recharging structure/Recharge pit and shaft/Anicut/Check Dam/Earthen Dam/Percolation Dams/ Continuous Contour Trenches/Contour Bunds/ Drainage Pit/Field Bund/Gabion/Gully Plugs/KT weir/Leach Pit/Nala Development & Dredging/ Stop Dam	Drinking water
126	do	Development of Water Bodies	Water Conservation
127	do	Emergency breakdown and up-gradation post disasters/ exigencies	Drinking water
128	do	Extension of existing pipeline	Drinking water
129	do	Fencing of Ponds	Drinking water
130	do	Platform construction at community drinking water	Sanitation
131	do	Water purification system that wastes less water	Drinking water
132	do	Purchase of water testing kit	Drinking water
133	do	Rejuvenation, maintenance and desilting of tank/ water body/pond	Drinking water
134	do	Repair of hand pump platform	Sanitation
135	do	Repair of pipe drinking water	Drinking water
136	do	Separate toilet construction for men & women in public institutions and markets in GP areas	Sanitation
137	do	Awareness Generation on cleanliness and sanitation	Sanitation
138	do	Cleaning of over-head tank	Sanitation
139	do	Drainage line for grey water	Sanitation
140	do	Grey Water management- collection infrastructure/treatment and reuse infrastructure	Drinking water
141	do	Grey water treatment plant	Sanitation
142	do	Maintenance of community toilet	Sanitation
143	do	Maintenance of Drip irrigation system/Sprinkler/UG Pipe	Water Conservation
144	do	Maintenance of traditional Ponds / Tanks	Land improvement
145	do	Maintenance of Water treatment plant	Sanitation
146	do	Operation and Maintenance of drinking/piped water supply system	Drinking water
147	do	Payment of re-occurring electricity charges of intra-village water supply systems	Drinking water
148	do	Technical & administrative expenses	Drinking water
149	do	Infrastructure and training on solid and liquid waste management	Sanitation
150	do	Orientation for water user and community groups	Sanitation
151	do	VPRP Public Goods - Community toilet	Sanitation
152	do	VPRP Resource Development -Construction of Borewell/Ring well/Tube Well	Drinking water



Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
153	do	VPRP Resource Development -Construction of Check dams	Land improvement
154	do	VPRP Resource Development - Construction of Pond/water Tank/Well	Water Conservation
155	do	VPRP Resource Development -Construction of Recharge Pits/Rainwater Harvesting	Drinking water
156	do	VPRP Resource Development -Sand Filter Construction for wells recharge	Drinking water
157	do	Chlorinization of drinking water source	Drinking water
158	do	Piped drinking water to public institutions/markets/mela grounds/public health centre/residential schools/playground	Drinking water
159	do	Piped/ <b>tap</b> water supply to HH	Drinking water
160	do	Water Supply to villages	Drinking water
161	Theme 5 - Clean and Green Village	Agroforestry/Crop Diversification/ Mulching/ Direct Seeded Rice (DSR)/Poly House/Net House/Shednet/Happy Seeder/Hydrogel/Land Leveling	Land improvement
162	do	Plantation of fruit bearing trees	Land improvement
163	do	Bio-Fertilizer Purchase/Distribution	Sanitation
164	do	Compost food waste at home	Land improvement
165	do	Connecting septic tanks with soak pits	Sanitation
166	do	Construction of Bio-Gas and Compost Unit	Non-conventional energy sources
167	do	Construction of Community Sanitary Complex	Sanitation
168	do	Construction/ <b>Maintenace/Upgradation</b> of Segregation Unit	Sanitation
169	do	Construction of toilets in public institutions	Sanitation
170	do	Creation, <b>Operation and Maintenance</b> of Gobardhan Units for community and cluster level	Sanitation
171	do	Creation of community compost/ <b>soak</b> pits for a group of Households	Sanitation
172	do	Creation of compost pits for individual Households	Sanitation
173	do	Creation of deep burial pits for safe disposal of menstrual waste	Sanitation
174	do	Creation of plastic waste storage unit	Sanitation
175	do	Creation of Shed for segregation and processing of wet and dry waste	Sanitation
176	do	Creation of Small-bore pipe conveyance system	Sanitation
177	do	Discard gadgets in nearest e-recycling units	Sanitation
178	do	Drainage Construction	Sanitation

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
179	do	Homestead kitchen garden	Agriculture
180	do	Household Sanitation - Construction of IHHL for eligible HHs	Sanitation
181	do	Insatallation of solar water heaters and solar cooker on rooftop	Non-conventional energy sources
182	do	Land Development	Land improvement
183	do	New Orchard Development	Agriculture
184	do	Plant trees to reduce the impact of pollution	Land improvement
185	do	Procurement of Sanitation Kits	Sanitation
186	do	Purchase of equipment (including safety equipment) for waste management	Sanitation
187	do	Purchase of litter/ <b>dustbin/ segregation</b> bins to be fixed at public places	Sanitation
188	do	Purchase of Sanitary Pad Dispenser	Sanitation
189	do	Purchase of Sanitary Pad Incinerator	Sanitation
190	do	Purchase of Tricycles/other battery -operated vehicles for door to door collection of waste	Sanitation
191	do	Roadside Plantation/ <b>Social forestry/ Social forestry in grazing land</b>	Land improvement
192	do	Setting up of Faecal Sludge Management Plant	Sanitation
193	do	Solar light in Anganwadi Centres/ <b>Community Centre</b>	Non-conventional energy sources
194	do	Solar Pumpset Installation	Non-conventional energy sources
195	do	Solar Street Lighting Installation	Non-conventional energy sources
196	do	Biodiversity conservation at community level	Land improvement
197	do	Use of LED bulbs/LED tubelights for street lights	Non-conventional energy sources
198	do	Vermi-compost Construction	Sanitation
199	do	Weighing machine for use in Solid Waste Management	Sanitation
200	do	Cleanliness Awareness Drive	Sanitation
201	do	Clean up drive by volunteer	Sanitation
202	do	Materials required for composting	Sanitation
203	do	Operation & maintenance of composting shed/center	Sanitation
204	do	Practice segregation of dry and wet waste at homes	Sanitation
205	do	Use of agriculture residue, animal waste for composting, manuring and mulching	Land improvement
206	do	Creation of drainage channel for management of grey water	Sanitation
207	do	Creation of Silt, Oil & Grease chamber for pre-treatment of grey water	Sanitation

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
208	do	Creation of soak pits for individual Household for onsite Grey Water Management	Sanitation
209	do	Greywater management system	Sanitation
210	do	Any other operation and maintenance needs related to solid waste management	Sanitation
211	do	Operation & maintenance of community compost/ <b>soak</b> pits	Sanitation
212	do	Operation & maintenance of community sanitary complex	Sanitation
213	do	Operation & maintenance of Faecal Sludge Management Plant	Sanitation
214	do	Operation & maintenance of Grey water management system	Sanitation
215	do	Creation/ Renovation/ Operation/Maintenance of Baling Unit	Sanitation
216	do	Repair of drainage channel	Sanitation
217	do	Use of cloth bag for shopping instead of plastic bags	Sanitation
218	do	Cost of preparation of documents and holding consultations and cost of essential consumables	Sanitation
219	do	Cost of preparation of GPDP, covering all processes like PRA, IEC, surveys, preparing maps	Sanitation
220	do	Cost of preparation of project reports and technical plans for the sanitation projects	Sanitation
221	do	Payment of honorarium to swachhagrahis	Sanitation
222	do	Hiring of support agencies	Sanitation
223	do	Payment of professional fees for the services of contractual and outsourced personnel	Sanitation
224	do	Preparation of accounts, auditing expenses, etc.	Sanitation
225	do	Services of Collection & transportation of waste from household to treatment site	Sanitation
226	do	Services of mechanical Cleaning, collection of Faecal Sludge	Sanitation
227	do	Training of PRI elected representatives and other officials	Sanitation
228	do	Skilling / training under Nal Jal Mitra Programme	Technical training and Vocation education
229	do	Retrofitting of single pit toilets to twin pit toilets	Sanitation
230	do	VPRP - SDP :Burning of stuble / crop residue (Environment related)	Sanitation
231	do	VPRP - SDP :Deforestation (Environment related)	Sanitation
232	do	VPRP - SDP :Flood related impacts (Environment related)	Sanitation
233	do	VPRP - SDP :Human Wildlife Conflict (Environment related)	Sanitation

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
234	do	VPRP - SDP :Lack of safe fuel and firewood (Environment related)	Fuel and fodder
235	do	VPRP - SDP :Plastic Pollution (Environment related)	Sanitation
236	do	Desilting of Water Body	Water Conservation
237	Theme 6 - Self-sufficient Infrastructure in Village	Annual Expenses - Water Charges, Postal, Electricity Bills, Internet Bill, Printing Charges	Maintenance of community assets
238	do	BharatNet Wifi Facility/ Internet / Telephone	Maintenance of community assets
239	do	Construction/ Establishment of Libraray (Books, Journals and Periodicals)/ Installation Audio Visual aid	Libraries
240	do	Construction / Maintenance/ Upgradation of Building, Hall, Community Centre, Boundary wall, Flooring, Gate, doors, window, fixtures etc. of Community Assets	Maintenance of community assets
241	do	Construction of Child Friendly toilets with urinal for Boys and Girls	Maintenance of community assets
242	do	Construction/ Upgradation/ Maintenance of Child Friendly toilets with urinal for Boys and Girls	Maintenance of community assets
243	do	Co-Location of CSC	Maintenance of community system
244	do	Construction/ Maintenance/ Upgradation of Bus Stand Shed, Ghats Graveyard/ Cemetery	Maintenance of community system
245	do	Construction/ Maintenance/ Upgradation of Gym, Youth Club, Child friendly Park etc.	Maintenance of community system
246	do	Construction/ Maintenance/ Upgradation of repairing of Play Ground/ Child friendly Park etc.	Maintenance of community system
247	do	Construction of overhead Tank	Maintenance of community system
248	do	Construction of Paver Block	Roads, culverts, bridges, ferries, waterways and other means of communication
249	do	Construction of RAMPS	Maintenance of community system
250	do	Construction of Retaining Walls/ Fencing Work	Land improvement, implementation of land reforms, land consolidation and soil conservation
251	do	Construction of roads	Roads, culverts, bridges, ferries, waterways and other means of communication
252	do	Construction of Store Room in GP Bhawan	Maintenance of community system

<b>Sl. No.</b>	<b>Theme</b>	<b>Activity Name</b>	<b>Focus/ Subject Area of Activity</b>
253	do	Construction of Toilets	Maintenance of community system
254	do	Construction of Water treatment plant	Maintenance of community system
255	do	Disposal of waste products/ Waste Disposal units	Health and sanitation
256	do	Drinking water facilities/ Installation of RO/ Water Filter	Drinking water
257	do	Electric connection	Rural electrification, including distribution of electricity
258	do	Establishment Hygienic Kitchen facilities and Sheds	Education, including primary and secondary schools
259	do	Purchase/ installtion of various Equipments	Maintenance of community system
260	do	Green Fencing and Plantation	Maintenance of community system
261	do	Hand washing units	Education, including primary and secondary schools
262	do	Installation of Biometric/ IRIS/ Webcam/CCTV	Maintenance of community system
263	do	Installation of Information Board	Maintenance of community system
264	do	Installation of Solar lights	Maintenance of community system
265	do	Installation of Street Lights	Maintenance of community system
266	do	Installation of Tubewell	Maintenance of community system
267	do	Maintenance of school buildings	Maintenance of community system
268	do	Maintenance of Sports Equipments	Maintenance of community system
269	do	Maintenance of Street Lights	Maintenance of community system
270	do	Preparation of Kitchen Garden/ Nutrition Garden	Health and sanitation
271	do	Pipeline connection for water supply	Drinking water
272	do	Procurement of Ambulance	Maintenance of community system
273	do	Procurement of Computer, Printer, UPS, etc.	Maintenance of community system
274	do	Procurement of Diesel and Petrol for Tractor, Generator, Office vehicles etc.	Maintenance of community system
275	do	Procurement of Firefighting equipments	Maintenance of community system
276	do	Procurement of Furniture	Maintenance of community system
277	do	Procurement of Medicines	Health and sanitation
278	do	Procurement of Refrigerator	Maintenance of community system
279	do	Procurement of Tarpaulin, Utensils, Furniture, etc. for Community Hall	Maintenance of community system

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
280	do	Procurement of Weighing Machine	Maintenance of community system
281	do	Purchase and Repair of Feed Mill and related works	Maintenance of community system
282	do	Repairing and maintenance of roads	Roads, culverts
283	do	Sanitary Pad vending machines & incinerators	Health and sanitation
284	do	Solar Power Installation	Non-conventional energy sources
285	do	Training/ Awareness creation/ IEC/ Poster banner Wall writing, Wall painting, etc.	Technical training and vocational education
286	do	VPRP: Public Goods-Anganwadi Centres (MGNREGA)	Maintenance of community system
287	do	VPRP : Public Goods- Anganwadi Multi Unit Toilets construction (MNREGA)	Maintenance of community system
288	do	VPRP- Public Goods- Baby feeding rooms in public spaces	Women and child development
289	do	VPRP : Public Goods-Bharat Nirman Sewa Kendra Building (MNREGA)	Maintenance of community system
290	do	VPRP: Public Goods-Boundary wall (MGNREGA)	Maintenance of community system
291	do	VPRP: Public Goods-Community Hall (MGNREGA)	Maintenance of community system
292	do	VPRP : Public Goods-Compound Wall for Government Schools (MGNREGA)	Maintenance of community system
293	do	VPRP : Public Goods- Construction of Grain storage building./ facilities / Warehouse under MGNREGA	Maintenance of community system
294	do	VPRP: Public Goods- Construction of Waiting shed under MGNREGA	Maintenance of community system
295	do	VPRP : Public Goods-Crematorium (MGNREGA)	Maintenance of community system
296	do	VPRP: Public Goods- Cultural centres and clubs (MGNREGA)	Maintenance of community system
297	do	VPRP: Public Goods-Culvert (MGNREGA)	Maintenance of community system
298	do	VPRP : Public Goods-Cyclone Shelter construction (MGNREGA)	Maintenance of community system
299	do	VPRP-Public Goods-Drinking water facilities	Water Conservation
300	do	VPRP:Public Goods- Equipment for existing sub-centres (medicines, Syringes, BP apparatus)	Health
301	do	VPRP: Public Goods- Facilitation / common centres for Producer groups	Poverty allevation programme
302	do	VPRP: Public Goods- Fair Price Shop (PDS Shop)	Maintenance of community system
303	do	VPRP: Public Goods- Grain drying platform	Agriculture
304	do	VPRP: Public Goods- Handloom small scale units	Khadi,Poverty allevation programme

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
305	do	VPRP-Public Goods- Handwash facilities	Health
306	do	VPRP: Public Goods- Health Sub-Centre	Health
307	do	VPRP : Public Goods-Kitchen Shed Building-construction (MGNREGA)	Maintenance of community system
308	do	VPRP : Public Goods-Kitchen Shed Building-repair and maintenance (MGNREGA)	Maintenance of community system
309	do	VPRP: Public Goods-Market/ haat bazaar (MGNREGA)	Maintenance of community system
310	do	VPRP: Public Goods- Panchayat Building (MGNREGA)	Maintenance of community system
311	do	VPRP : Public Goods-Playground (MGNREGA)	Maintenance of community system
312	do	VPRP: Public Goods- Public Library under MGNREGA	Maintenance of community system
313	do	VPRP : Public Goods-Roads (MGNREGA)	Maintenance of community system
314	do	VPRP: Public Goods- School furniture (Desk, bench , black boards)	Education
315	do	VPRP:Public Goods- SHG/ federation building (MGNREGA)	Maintenance of community system
316	do	VPRP : Public Goods-Street light	Rural electrification
317	do	VPRP: Public Goods- Weaving centre	Khadi,Poverty alleviation programme
318	do	VPRP: Public services- Primary Processing Facility	Small-scale industries,Poverty alleviation programme
319	do	VPRP: Public Services- Storage Facility	Poverty alleviation programme
320	Theme 7 - Socially Just and Socially Secured Village	Awareness Campaign on different social protection scheme	Social welfare
321	do	Awareness Campaign about UDID	Social welfare
322	do	Awareness Campaign pension	Welfare of the weaker sections
323	do	Awareness Campaign on Health Schemes/ ICDS Program	Welfare of the weaker sections
324	do	Campaigning on different healthy practices	Women and child development
325	do	Camp for distribution assistive device	Social welfare
326	do	Career counselling camps	Technical training and vocational education
327	do	Construction of Disable Friendly Ramps and Toilets	Social welfare
328	do	Demonstration of Supplementary Nutritious food	Women and child development
329	do	Training on Skill Development	Technical training and vocational education
330	do	Identification/ Enrolment of beneficiary for Social Protection Scheme	Welfare of the weaker sections
331	do	Identification/ distribution of supliments to the malnourished children	Women and child development

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
332	do	IEC materials on Nutrition	Women and child development
333	do	Inclusion of name in the list for State specific scheme for rural housing/ PMAY	Rural housing
334	do	Preparation of Job Card of eligible households	Poverty allevation programme
335	do	Provide Pension to the Vulnerable Person	Welfare of the weaker sections
336	do	Tracking of the Migration Family and enrolment of beneficiaries	Women and child development
337	do	VPRP: Demands for farmer welfare under State specific scheme	Agriculture
338	do	VPRP- Demands for rural housing under State specific scheme	Rural housing
339	do	VPRP- Demands for welfare pensions under State specific scheme	Social welfare
340	do	VPRP SDP :Discrimination against SC/ST/PVTG/religious minority communities (Social exclusion)	Welfare of the weaker sections
341	do	VPRP SDP :Discrimination against transgenders (Social exclusion)	Welfare of the weaker sections
342	do	VPRP SDP :Issues related to migrant labourers (Social exclusion)	Welfare of the weaker sections
343	do	VPRP SDP :Issues related to persons with disabilities (PWDs) (Social exclusion)	Social welfare
344	do	VPRP SDP :Issues related to sanitation workers (Social exclusion)	Welfare of the weaker sections
345	do	VPRP SDP :Issues related to sex workers (Social exclusion)	Welfare of the weaker sections
346	do	VPRP SDP :Issues related to single women/widows (Social exclusion)	Welfare of the weaker sections
347	do	VPRP SDP :Issues related to the elderly (Social exclusion)	Social welfare
348	do	VPRP SDP :Lack of access to education for Persons with Disabilities (Inclusive Education)	Social welfare
349	do	VPRP SDP :Witch Hunting (Social exclusion)	Welfare of the weaker sections
350	Theme 8 - Village with Good Governance	Construction of Gram Panchayat Bhawan	Maintenance of community system
351	do	Maintenance/ Upgradation of Gram Panchayat Bhawan	Maintenance of community system
352	do	Procurement of Computer for Gram Panchayat Bhawan	Maintenance of community system
353	do	Electricity Connection/ Electricity bill payment in Gram Panchayat Bhawan	Maintenance of community system
354	do	Furniture and Fixtures in Gram Panchayat Bhawan	Maintenance of community system
355	do	Pro active disclosure of minutes of Gram Sabha, Standing Committees and other meetings	Social welfare



Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
356	do	Pro active disclosure of income and expenditure / accounts details of GP	Social welfare
357	do	Internet Connection in Gram Panchayat Bhawan	Maintenance of community system
358	do	Charages / Fees and other activites for ISO Certification	GP Office Infrastructure
359	do	Activities realted to Record keeping /Maintainance of data base	Maintenance of community system
360	do	Awareness campaign on SHG-PRI Convergence	Social welfare
361	do	Awareness for active participation in Gram Sabha, Ward Sabha, Mahila Sabha	Social welfare
362	do	Awareness on inclusion of beneficiaries under different scheme	Social welfare
363	do	Awareness on Public Services/ Service Delivery Provisions/ RTI	Social welfare
364	do	Maintenance of database of RTI application and replies	Social welfare
365	do	Capacity Building & Training of Elected Representatives & Functionaries	Social welfare
366	do	Formation of SHGs/ FPOs and other such collectives	Women and child development
367	do	Joint training of ERs, Functionaries and SHGs on various issues	Poverty allevation programme
368	do	Leaflets and resource matearil prepartion for Gram Panchayat	Social welfare
369	do	Organising of Gram Sabha/ Ward Sabha/ Mahila Sabha/ GPDP	Social welfare
370	do	Identification/ Preparation of Beneficiary list for social Welfare & Socail Assitance Programmes	Poverty allevation programme
371	do	Installation of Public notice/ Public Information Board (PIB)	Social welfare
372	do	Maintenance of Public notice/ Public Information Board (PIB)	Social welfare
373	do	Skill training of Youths / SHG/ Women/ others	Poverty allevation programme
374	do	Training of ERs and EWRs on preparation of PDP / other	Poverty allevation programme
375	do	Information dissemination through poster, wall paintings on disaster	Poverty allevation programme
376	do	Operationalising community kitchen during disaster	Poverty allevation programme
377	do	Awareness on disaster preparedness and mitigation	Poverty allevation programme
378	do	Training of ERs and Functionaries of Disaster Management Plan	Poverty allevation programme
379	do	Relief Mechanism during disaster	Poverty allevation programme
380	do	Undertaking disaster preparedness activities/ survey	Poverty allevation programme
381	do	Wage/ Honorarium/ Remuneration to Staff	Administrative & Technical Support

Sl. No.	Theme	Activity Name	Focus/ Subject Area of Activity
382	do	Wall Paintings/ Leflet/ poster/ banner on SHG-PRI Convergence	Poverty allevation programme
383	do	Mediation facilities for redressal of petty disputes	Social Welfare
384	Theme 9 - Women Friendly Village	Access to Maternal Benefits	Women and child development
385	do	Awareness campaign for Mahila Sabha/Conduct of Mahila Sabha	Women and child development
386	do	Awareness Campaign on anemia and related issues	Women and child development
387	do	Awareness Campaign on RMNCH+A	Women and child development
388	do	Awareness creation of Menstrual Health and Hygiene	Health
389	do	Awareness raising on Mission Shakti Schemes/other Schemes	Women and child development
390	do	Construction of separate toilets for girls	Education
391	do	Creation of SHGs in GPs	Poverty allevation programme
392	do	Enrolment of destitutes, marginalised, survivors of trafficking in protection homes	Women and child development
393	do	Facilities for School-going Children	Education
394	do	Financial Aid/Scholarship	Education
395	do	Formation of Nari Adalat/Logistical Support to Nari Adalat	Women and child development
396	do	IEC / awareness campaign on SHGs	Poverty allevation programme
397	do	Installation of Sanitation vending machine and incinerators	Health
398	do	Leadership, Service Deliver Training of ERs and EWRs	Women and child development
399	do	Maintenance of Sanitation vending machine and incinerators	Health
400	do	Maintenance of separate toilets for girls	Health
401	do	Organising Blood Testing Camp	Women and child development
402	do	Procurement and Distribution of Sanitary Napkins	Women and child development
403	do	Supplementary Medicines	Women and child development
404	do	Upgradation of separate toilets for girls	Health
405	do	VPRP: Demand for maternal benefits under women welfare and State Specific Schemes	Women and child development
406	do	VPRP: Public Services -Provision of Iron Folic Acid tablets	Women and child development
407	do	VPRP SDP: Human Trafficking (Women and Child Development)	Women and child development
408	do	VPRP SDP: Violence against women and children (Women and Child Development)	Women and child development
409	do	Wall Paintings for awareness	Women and child development

Project driven activities for BPDP and DPDP 2024-25			
Sl. No.	Theme Name	Activity Name	Focus/ Subject Area of Activity
1	Theme 1-Poverty Free and Enhanced Livelihood Village	Enhancing Income of Rural Community through Rural Tourism Activities	Poverty allevation programme
2	Theme 1-Poverty Free and Enhanced Livelihood Village	Multi-Grain Food Processing Unit / Preparation of value-added products	Poverty allevation programme
3	Theme 1-Poverty Free and Enhanced Livelihood Village	Primary/ Food Processing units/ project	Poverty allevation programme
4	Theme 1-Poverty Free and Enhanced Livelihood Village	Support for Production and Marketing, Packaged Nutritious Food products	Poverty allevation programme
5	Theme 1-Poverty Free and Enhanced Livelihood Village	Poultry/ Animal Feed Unit	Poverty allevation programme
6	Theme 1-Poverty Free and Enhanced Livelihood Village	Cultivation of organic products and providing marketing support	Poverty allevation programme
7	Theme 1-Poverty Free and Enhanced Livelihood Village	Develop Geo-tagging & Ethical Labelling of Village Products which will help buyers to trace the particular product of the particular village or community	Poverty allevation programme
8	Theme 1-Poverty Free and Enhanced Livelihood Village	Mushroom cultivation by group of people or individuals	Poverty allevation programme
9	Theme 1-Poverty Free and Enhanced Livelihood Village	Skilling centres at Block and District level	Technical training on vocational education
10	Theme 1-Poverty Free and Enhanced Livelihood Village	Support to block/ district level federation (to provide marketing support such as providing space in complex prepared by BP/DP, packaging and branding etc.)	Poverty allevation programme
11	Theme 2: Healthy Village	X-ray machine for animals in block/district level veterinary centre	Animal husbandry, dairying, and poultry
12	Theme 2: Healthy Village	Support for Provision of Telemedicine centres	Health and sanitation including hospitals, primary health centers, and dispensaries
13	Theme 2: Healthy Village	Establishment of Block Level Public Health Unit (BPHU)	Health and sanitation including hospitals, primary health centers, and dispensaries
14	Theme 3- Child Friendly Village	Language Lab in schools	Education, including primary and secondary schools
15	Theme 3- Child Friendly Village	Setting up of digital library in school	Education, including primary and secondary schools
16	Theme 3- Child Friendly Village	Construction of smart classes in school	Education, including primary and secondary schools
17	Theme 3- Child Friendly Village	Integrated Approach for Making a Model School	Education, including primary and secondary schools
18	Theme 4: - Water Sufficient Village	Water conservation and management units / projects	Minor irrigation, water management & watershed development
19	Theme 4: - Water Sufficient Village	High Impact Mega Watershed Project	Minor irrigation, water management & watershed development
20	Theme 4: - Water Sufficient Village	Retrofitting of Existing Rural Water Supply Scheme for Bulk Water Supply to Villages	Drinking water

21	Theme 4: - Water Sufficient Village	Source strengthening works for multi-village water supply scheme.	Drinking Water
22	Theme 5: Clean & Green Village	Solid waste management unit/ plant	Health and sanitation including hospitals, primary health centers, and dispensaries
23	Theme 5: Clean & Green Village	Fecal sludge management units / treatment unit/ plant	Health and sanitation including hospitals, primary health centers, and dispensaries
24	Theme 5: Clean & Green Village	Plastic waste management unit/ plant	Health and sanitation including hospitals, primary health centers, and dispensaries
25	Theme 5: Clean & Green Village	Bio-gas / piped gas supply unit/ plant	Non-conventional source of energy
26	Theme 5: Clean & Green Village	Solar power/ renewable energy system to provide electricity in Solid waste management units and fecal sludge management units / treatment plants to make them self-sufficient	Non-conventional source of energy
27	Theme 5: Clean & Green Village	Initiatives related to carbon neutral Panchayats	Non-conventional source of energy
28	Theme 5: Clean & Green Village	Soil testing units/ mobile van	Land improvement, implementation of land reforms, land consolidation and soil conservation
29	Theme 5: Clean & Green Village	Procurement of Machinery for Solid waste management services in SWM Unit	Health and sanitation including hospitals, primary health centers, and dispensaries
30	Theme 5: Clean & Green Village	Development of Nature-Positive Self-Reliant Villages	Non-conventional source of energy
31	Theme 5: Clean & Green Village	Rural Solid, Faecal Sludge Management Technology Park	Health and sanitation including hospitals, primary health centers, and dispensaries
32	Theme 5: Clean & Green Village	Rural Liquid Waste Management Technology Park	Health and sanitation including hospitals, primary health centers, and dispensaries
33	Theme 5: Clean & Green Village	Integrated Solid Waste Management facility - Multi-village/GP /Block level - Material recovery facility	Health and sanitation including hospitals, primary health centers, and dispensaries
34	Theme 5: Clean & Green Village	Solar Roof Top Plant	Non-conventional source of energy
35	Theme 7: Socially Just and Socially Secure Village	Night shelter / Old age home / recreation centres in cluster of village or block/district level	Maintenance of community assets
36	Theme 7: Socially Just and Socially Secure Village	Revitalizing the Traditional Craft Cottage Industry in Tribal Areas	Maintenance of community assets
37	Theme 7: Socially Just and Socially Secure Village	Social Protection Facilitation centres	Social welfare, including the welfare of the handicapped and mentally retarded

38	Theme 8: Villages with Good Governance	Community kitchen	Social welfare, including the welfare of the handicapped and mentally retarded
39	Theme 9: Women-Friendly Village	Working women hostels/ crèche	Women & Child Development
40	Theme 9: Women-Friendly Village	Gender Resource cum Help Centre	Women & Child Development
41	Theme 9: Women-Friendly Village	Empower of women and girls through training centre, youth club, women health & well being hub etc	Women & Child Development
42	Theme 9: Women-Friendly Village	District Level Support and Facilitation Centre for Education, Skilling, and Employment of Women	Technical training and vocational education

No.2(17-93)-PE/PR/2022/25224-300

GOVERNMENT OF TRIPURA

RD (PANCHAYAT DEPARTMENT)

eMail :[dir.panchayat-tr@nic.in](mailto:dir.panchayat-tr@nic.in), Phone :0381-2324191

DATED, AGARTALA, THE 20<sup>th</sup> NOVEMBER, 2023.

## MEMORANDUM

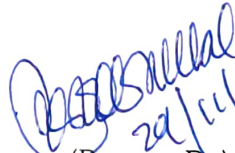
The Jal Jeevan Mission envisages the framing of Village Action Plan (VAP) which is to be prepared based on the type of scheme to be taken up in the village to provide Functional Household Tap Connection (FHTC) to every rural household. It is also about tap connection to Schools, Anganwadi centres, GP buildings, Health centres, SHG buildings and other community buildings in rural areas. The VAP will be the main document of the village for all water supply related works, and on its approval by Gram Sabha all funds from different sources will be dovetailed to implement various components of VAP including JJM. No work outside VAP will be taken up in the village for a given year.

But, it is found that GP/VCs are not used to prepare Village Action Plan in the earlier. The GPDP guideline also emphasize the preparation of Village Action Plan and the incorporate the same into GPDP.

In this connection, all the blocks should take steps for preparing Village Action Plan in consultation with the concerned department i.e. PWD (DWS) and ensure integration of VAP into Gram Panchayat Development Plan (GPDP) after getting approval in the Gram Sabha.

The Village Action Plan shall cover list of projects along with mapping of resources by which projects to be implemented.

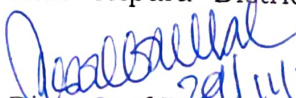
**To**  
**All Block Development Officer,**  
**Government of Tripura.**

  
29/11/2023  
(Prasun De)

Director of Panchayats  
Government of Tripura

Copy to:-

1. The PA/PS to the Secretary, PWD (DWS) Department, Government of Tripura for kind information of the Secretary.
2. The PA/PS to the Secretary, RD (Panchayat) Department, Government of Tripura for kind information of the Secretary.
3. The DM & Collector of North Tripura/Unakoti/Dhalai/Khowai/West Tripura/Sepahijala/Gomati/South Tripura District for kind information.
4. **The Director, WSSO, with a request to provide detail about financial resources by which components under VAP could be implemented attracting 1176 numbers of GP/VCs at an early date.**
5. The District Panchayat Officer of North Tripura/ Unakoti/ Dhalai/ Khowai/ West Tripura/Sepahijala/Gomati/South Tripura District for information and necessary action.

  
29/11/2023  
Director of Panchayats  
Government of Tripura

No.F.2(6-84)-PE/PR/2022/(L)/33582-609

Dated, Agartala, The 20<sup>th</sup>  
March, 2023.

To,

The CEO, TTAADC Head Qtr.  
Khumulwang.

To,

The Secretary, Zilla Parishad.

North Tripura, Unakoti, Dhalai, Khowai, West Tripura, Sepahijala,  
Gomati and South Tripura District.

To,

All the Executive Officer, Panchayat Samiti/ BAC,  
Government of Tripura.

Subject: Inclusion of activities of all flagship schemes under the thematic GPDP,  
irrespective of Sankalp taken in that theme-regarding.

Madam/Sir,

The Ministry of Panchayati Raj (MoPR), Government of India (GoI) has adopted thematic approach for the Localization of Sustainable Development Goals (LSDGs) at grassroots level through PRIs. The basic purpose of the GPDP is to achieve saturation on all SDGs by 2030. A D.O letter Vide No.M-11015/368/2022-CB-Part(4)(29163) dated 14<sup>th</sup> March 2023, was received. The letter is regarding inclusion of activities of all flagship schemes under the thematic GPDP, irrespective of Sankalp taken in that theme (copy enclosed). To provide ample clarity on GPDP, the following points are reiterated-

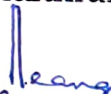
- (i) All the activities to be implemented / undertaken in a Gram Panchayat under flagship schemes of Central Government must be recorded in their Thematic GPDP.
- (ii) Like-wise activities of State Flagship scheme to be also included in Thematic GPDP.
- (iii) It may be possible that information in respect of all flagship schemes may not be available at GP level. Hence, Block Development Officers (BDOs) may provide requisite information through concerned officials of line Department.



- (iv) If information in respect of forthcoming financial year is not available for inclusion in GPDP 2023-24, data of current year (2022-23) may be used.
- (v) A template regarding requisite data of major flagship schemes of Central Government, which will be required for inclusion in thematic GPDP is attached for ready reference (Annexure-1).

Encl : As stated.


Yours faithfully,

  
(D. Reang)  
18.3.2023

Director of Panchayats  
Government of Tripura

Copy to:

1. The PA to the Special Secretary RD (Panchayat) Department, Government of Tripura for kind information to the Special Secretary.
2. The District Magistrate & Collector, North Tripura, Unakoti, Dhalai, Khowai, West Tripura, Sepahijala, Gomati and South Tripura District for kind information.

  
18.3.2023  
Director of Panchayats  
Government of Tripura



No.F.2(6-84)-PE/PR/2022/ 23679-758

Dated, Agartala,  
The 22<sup>nd</sup> Novemeber, 2022.

## MEMORANDUM

The People's Plan Campaign (PPC)-Sabka Yojana Sabka Vikas was launched on 2<sup>nd</sup> October 2022 to prepare a comprehensive Panchayat Development Plan (PDP) for all the Rural Local Bodies in Tripura. As a part of preparatory activities for preparing an effective Panchayat Development Plan, the SHGs and their Village Federations (VOs) promoted under DAY-NRLM are mandated to prepare the Village Poverty Reduction Plans (VPRP) as per the Gram Panchayat Development Plan (GPDP) guidelines.

2. The VPRP comprises of 4 major components as given below:
  - (i) Entitlement Plan
  - (ii) Livelihoods Plan
  - (iii) Public Goods & Services and Resource Development Plan and
  - (iv) Social Development Plan. .
3. The SHGs and their village federations will prioritize the demands under the different plan components of VPRP duly incorporating and prioritizing the needs of the most vulnerable, within or outside the SHG membership in their villages. The demands are required to be incorporated in the Panchayat Development Plan to the extent possible with approval of Gram Sabha. Both Centrally sponsored schemes and State sponsored schemes for social development, social justice and livelihoods have to be included in the VPRP. It is, therefore, important that all relevant departments participate during the process of PDP and VPRP presentations in the Gram Sabha and also take steps for the implementation of the final integrated GPDP.
4. The following actions are to be jointly undertaken by the **RD (Panchayat) Department**, Government of Tripura and **Tripura Rural Livelihood Mission (TRLM)**.

**a) VPRP GPDP Integration advisory :**

A detailed advisory on VPRP and its integration has been included in Supplementary guidelines of GPDP for PPC 2022-23. The advisory is separately





attached here in the **Annexure-A** for reference. This describes the detailed process of plan preparation and integration mechanisms.

**b) Joint Coordination Committees :**

In order to achieve integration of Village Poverty Reduction Plans (VPRP) into PDP and effective coordination among key stakeholders, "Joint Coordination Committees" is formed and will function at the State, District and Block level. The Committees will ensure effective preparation of VPRP, its presentation in Gram Sabhas in the presence of line departments, integration into PDP and monitoring of the implementation of approved plans. The detailed guidelines are also included in the advisory attached at **Annexure A**.

**c) PRI Sensitization:**

The Panchayati Raj Training Institutes (PRTIs) shall be conducting training of the State Level Master Trainers (SLMT) for PDP by incorporating the sessions on VPRP concept and integration in the PDP. Similarly District level trainings will be conducted for all Elected Representatives (ERs) and Panchayat Functionaries to ensure that all Panchayat Functionaries and ERs were well aware about the VPRP concept and its integration into PDP.

Supports of Tripura Rural Livelihood Missions (TRLMs) are to be taken for the conduct of these training sessions. In addition, TRLM functionaries will be instructed to conduct Block level orientation meetings with PRIs that may be chaired by BDOs and concerned ERs of those PS/BACs/GPs/VCS and ensure participation of SHG Didis in the Mahila Sabha to be conducted in all GPs/VCS as part of PPC campaign.

5. All the Gram Panchayat/Village Committee should prepare the Village Poverty Reduction Plan (VPRP) with the help of Village Federation and submit before the Gram Sabha before finalization of Panchayat Development Plan considering the nine themes of Localization of Sustainable Development Goals (LSDGs) as listed below-

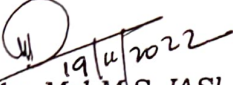
1. Theme 1 : Poverty free and enhanced livelihoods village.
2. Theme 2 : Healthy village.
3. Theme 3 : Child friendly village.
4. Theme 4 : Water sufficient village
5. Theme 5 : Clean and green village.
6. Theme 6 : Self-sufficient infrastructure in village.
7. Theme 7 : Socially secured village.
8. Theme 8.: Village with Good Governance

9. Theme 9 : Engendered Development in village.

6. The 'Sankalp' taken by the Gram Panchayat/Village Committee should be communicated to the concerned Village Federation and SHGs to give special emphasis on thematic approach for planning and execution.

7. The Gram Panchayat/Village Committee should include the feasible activities taken under Village Poverty Reduction Plan (VPRP) in Panchayat Development Plan and upload the same in eGramSwaraj portal.


Enclo : As stated.

  
[Smitha Mol M.S., IAS]

Chief Executive Officer

Tripura Rural Livelihood Mission

Government of Tripura

  
[Devananda Beang]

Addl. Secretary

RD (Panchayat) Department

Government of Tripura

To,

The CEO, TTAADC, Khumulwng,  
All the District Magistrate & Collector,  
All the District Panchayat Officer,  
All the Block Development Officer,  
All the Executive Officer PS/BAC.

Copy to :

1. The Secretary, Ministry of Panchayati Raj, Government of India, New Delhi for kind information.
2. The Secretary, Ministry of Rural Development, Government of India, New Delhi for kind information.
3. The Special Secretary, RD (Panchayat) Department, Government of Tripura for kind information.
4. The CEO, Tripura Rural Livelihood Mission, Government of Tripura for kind information.

Copy also to :

The Hon'ble Deputy Chief Minister, RD (Panchayat) Department, Government of Tripura for kind information.

No.F.2(6-84)-PE/PR/2022/ 20999-21072.

Dated, Agartala,  
the 07<sup>th</sup> November, 2022.

To,  
The CEO, TTAADC Head Qtr.,  
All the DM & Collector,  
All the District Panchayat Officer (DPO),  
All the Block Development Officer (BDO),  
All the Executive Officer (EO), PS/BAC,  
Government of Tripura.

Subject: Conduct of 'Bal Sabha' and 'Mahila Sabha' and preparation of Village Poverty Reduction Plan (VPRP) before conducting final Gram Sabha for preparation of Panchayat Development Plan (PDP).

Madam/Sir,

As per mandate of the Constitution of India at 243/G, the Rural Local Bodies are mandated to prepare Panchayat Development Plan for various development activities at grass roots level. For preparation of participatory Panchayat Development Plan, all the Rural Local Bodies have to conduct Bal Sabha and Mahila Sabha followed by preparation of Village Poverty Reduction Plan (VPRP) before conducting final Gram Sabha at each tier. A detailed Standard Operating Procedure (SOP) is prepared for conducting Bal Sabha and Mahila Sabha and already shared with all concerned. A copy of the same is enclosed herewith for reference.

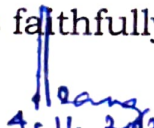
In view of the above all concerned are hereby requested to follow the SOP and conduct Bal Sabha and Mahila Sabha at each level of the Rural Local Bodies.

hang

Special emphasis should be given on preparation of Village Poverty Reduction Plan (VPRP) with the help of Village Federation and submit before the final Gram Sabha for incorporation of at least one Activity in Panchayat Development Plan for FY 2023-24.

This is for your information and doing the needful.

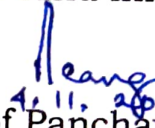
Yours faithfully,

  
4.11.2022  
(D. Reang)

Director of Panchayats  
Government of Tripura

Copy to:

1. The PA to the Special Secretary RD (Panchayat) Department, Government of Tripura for kind information to the Special Secretary.
2. The DM & Collector, North Tripura, Unakoti, Dhalai, Khowai, West Tripura, Sepahijala, Gomati and South Tripura for kind information.

  
4.11.2022  
Director of Panchayats  
Government of Tripura

Dated, Agartala, the 2/11/ 2022

**M E M O R A N D U M**

**Subject: Standard Operating Procedure (SOP) for conducting Bal Sabha .**

A platform is always required to represent a community or a section of a community to address the issues of the respective community or a section of the community before the larger society. In this context, Bal Sabha may be a great platform for the children of a Gram Panchayat/Village Committee , through which they can voice their issues/demands; which will be key weapon in order to attain the Theme No.3 of LSDGs i.e. "Child Friendly Panchayat". In this regard, a Standard Operating Procedure (SOP) is here under for conducting Bal Sabha in all Gram Panchayats/Village Committees across the State of Tripura.

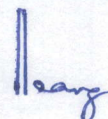
**SOP FOR CONDUCTING BAL SABHA**

**Introduction:-**

- The **Gram Sabha** is the broad fulcrum (event) of the Panchayati Raj and village development. People use the forum of the Gram Sabha to discuss **local governance and development, and make need- based plans for the village**. The Panchayat implements **development programs** under the overarching mandate, supervision and monitoring of the Gram Sabha. All decisions of the Panchayat are taken through the Gram Sabha and **no decision is official and valid without the consent of the Gram Sabha**.
- Apart from that, whereas **India is a signatory of SDGs 2030** and Ministry of Panchayat Raj (MoPR) is committed to the achievement of SDGs will require localization at the grassroot level is at Panchayat level. **The MoPR has adopted a thematic approach** for attainment of SDGs through 9 (nine) themes and the **Theme No.3 is "Child Friendly Panchayat"**.
- **In order to attain Child Friendly Panchayat, it is the need of the hour to organise "Bal Sabhas" and the concept requires to be popularized.**

**Bal Sabha - Meaning-**

- Bal Sabha is a **Village level meeting with the Children's of the village**.
- The platform of the Bal Sabha can be used to **promote Children's participation**. Bal Sabhas are one of the ways to initiate discussion and generate interest among Children's regarding Children's issues.
- Finding their voices in an environment such as theirs, is challenging but an important step in making them confident to voice their issues, not just among themselves but in public settings (such as a Gram Sabha meeting) as well.



**Increasing participation of Children in local governance processes needed action related to:**

- Giving Children confidence to voice their issues ;
- Improving participation of Children in the Gram Sabha ;
- Sensitising government officials to the needs of Children ;
- The platform of the Bal Sabha can be used to promote Children's participation and leadership.

**Is organising Bal Sabha a mandatory process?**

- Organising Bal Sabha before Gram Sabha in **People' Plan Campaign** became **a mandatory process.**

**How to organise Bal Sabha?**

- The Bal Sabha shall hold **at least two meetings in every 6 (Six) months within a year**, one may be conducted on 14<sup>th</sup> November e.g. on Children's Day and one may be conducted before conduction of PPC related first Gram Sabha.
- The meeting of Bal Gram Sabha shall be **presided over preferably by** a Child Member of the panchayat area preferably age between 14-18 years. The concerned children shall be accompanied by any adult person.
- Along with the Pradhan, other members, children aged up to 18 years along with parent, Panchayat Officials and representatives from other line departments like Teachers, MPW, ASHA, Anganwadi, SHG groups, VLCPC Members, SMC Members, VHSNC Members etc. shall present in the meeting.
- Children shall be given chance to raise their demands in Bal Sabha and demand shall be recorded from at least 15 to 20 number of children.
- Separate Action Plan shall be prepared according to the demands raised in Bal Sabha.
- **As children are the main stakeholder of Bal Sabha, a Body shall be constituted with all the children as member and they may be given some responsibility over conduction of Bal Sabha in future endeavour.**
- **Follow up action need to be discussed in the next Bal Sabha.**

**How to spread information about the date/time/agenda of Bal Sabha?**

- The notice of holding Bal Sabha should be issued in advance, **ideally 10 days prior** to the date of the meeting.
- Issuing letter to every house having children aged up to 18 years in the village to remain present in the meeting.
- Notice shall be issued in front of every AWC, Schools, Playground and other prominent places in the panchayat area.
- Such information can also be shared by Miking or by using any local way of communication.

*Heang*

### **What is the best time to hold the meeting?**

The best time to conduct Bal Sabha would be in the afternoon.

### **Who can attend a Bal Sabha?**

- All children (aged up to 18 years) of the village;
- Representative of every Educational Institution of the village particularly School Headmaster;
- Representatives of Health Institutions;
- Parents;
- SHG president along members;
- ASHA;
- AWC;
- MPW;
- NGOs;
- VLCPC Members;
- SMC Members;
- VHSNC Members etc.

### **What is the required quorum for a Bal Sabha?**

The quorum for a Bal Sabha can be **10% (proposed) of the total children** of the respective Gram Panchayat.

### **What happens if the quorum is not met?**

If the quorum is not met, the Bal Sabha must be cancelled and a new date for the Bal Sabha must be decided.

### **What issues can be discussed in a Bal Sabha?**

- In the meeting, the **issues relating to children and issues pertaining to the overall development of Gram Panchayat** shall be discussed
- Any issue specific to the area and context that concerns children which they want the Panchayat to take action can be discussed.
- Apart from maternal health, child-centric issues like Child Labour, Child Marriage, Physical and Mental Development of children, infrastructure related to child welfare and development etc can be discussed in the Bal Sabha.
- **The following list of issues are given as template which shall be discussed in Bal Sabha-**
  - Survival Issues-**
    - Birth Registration
    - Immunization
    - VHND Programs
    - RBSK Program
  - Development Issues-**
    - Enrollment in AWCs, Schools
    - Facilities in AWCs, Schools
    - New Education Policy
    - Play Ground Facilities
    - Library Facilities
    - Skill Development

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➤ **New initiatives / Schemes of the government for child development**

➤ **Career Counselling**

**Protection-**

➤ **Role of VLCPC**

➤ **Role of VHSNC**

➤ **Child protection issues like child labour, child marriage**

➤ **Act and Rules related to child protection/Child Abuse**

➤ **Rights of children**

**Participation-**

➤ **Participation in Planning and development activities of panchayat**

➤ **Participation in different child welfare and protection committees**


➤ **Participation in different sports and cultural events**

**Who is responsible to record the proceedings of the meetings?**

The minutes of the meetings should be duly documented by the **Panchayat Secretary / Rural Programme Manager**. It is necessary to take **Signature/Thumb Impressions of children** who have attended the meeting.

**How can the resolutions/decisions taken in Bal Sabha processed?**

The resolutions/decisions can be taken **collectively in the meeting are further to be presented in Gram Sabha**. These issues can be included in the village level planning process i.e. Gram Panchayat Development Plans. **At least 10% of the demands** recorded on Sub-Plan for Children need to be addressed in Gram Panchayat Development Plan.

  
2.11.2022  
(D. Reang)

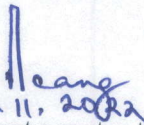
Addl. Secretary to the  
Government of Tripura

**Copy to :-**

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6. The Executive Officer, (DM & Collector) ..... District for information.
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8. The District Panchayat Officer, ..... District for information.
9. The Block Development Officer, ..... RD Block for information.

**Copy also forwarded to :-**

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2. PS to the Hon'ble Deputy Chief Minister Tripura for kind information to the Deputy Chief Minister Tripura.
3. The Sabhadhipati,..... Zilla Parishad for kind information.
4. The Chairman, .....Panchayat Samiti/ BAC, for kind information.

  
2.11.2022  
Addl. Secretary to the  
Government of Tripura.

**ANNEXURE -1**

**Attendance Sheet**

1. Name of Gram Panchayat / Village Committee:-

2. Date of Meeting:-

3. Place of Meeting :-

4. Time of Meeting :-

5. Total No. of Participants :-

<b>Sl. No.</b>	<b>Name of the Participant</b>	<b>Signature or LTI of the Participant</b>	<b>Time of Arrival</b>	<b>Attested by (In Case of LTI only)</b>

**Issues to be discussed with the Children during the Bal Sabha :-**

- Whether every child is getting meal at least three times a day in their home?
- Whether the mid-day offered in the school is regular and sufficient?
- Whether the every child is getting exposed to child abuse in house as well as their locality?
- Whether parents are residing happily and is there any incident of physical or mental assault in their house?
- Whether the parents are victims of substance abuse?
- Whether the parents have regular earning sources?
- Whether every child is feeling safe while roaming in the locality?
- Whether every child is getting sufficient assistance for studying (e.g., books, pen, pencils, notebooks etc.)?
- Whether every child is having sufficient dress other than school uniform?
- Whether free medicines like Iron tablet, Folic acid tablet, de-worming medicines etc. are given regularly in the schools and Anganwadi centers?
- Whether sanitary pads are getting distributed regularly in the schools?
- Whether every child is having sufficient basic amenities for survival (e.g. soup, tooth brush, tooth paste, etc.)?
- Whether the Schools or Anganwadi Centers have clean toilets for boys and girls?
- Whether the Schools or Anganwadi Centers have purified drinking water facility?
- Whether girls have separate changing rooms?
- Whether library facility is available in the Schools or Anganwadi Centers?
- Whether playground facility is available for the children?
- Whether any suspicious activity has been recorded in the school premises as well as in the locality (e.g., selling of unwanted substance, etc.)?
- What according to you will enhance the quality of lifestyle of a child?
- What according to you will enhance the quality of lifestyle of a disabled child?

**Reporting Format  
Bal Sabha**

Name of Gram Panchayat/ Village Committee	
Name of Block	
Name of District	
Date of Bal Sabha	
Place of Bal Sabha	
Total Number of Children in the GP/VC	
Total Number of Children Present	Boy-                      Girl-
Name of the President of Bal Sabha	
Whether Pradhan participated in the Bal Sabha	Yes/No
Whether the followings are present in Bal Sabha :-	
VLCPC Members	
VHSNC Members	
SMC Members	
MPW	
ASHA Workers	
AWC Workers	
No. of Representative from Line Department participated with details	
Whether any special activities carried out	Yes/No
If yes, what type of activity	
Number of Children's raised demands	
What are the issues discussed during the Bal Sabha	
Activities identified that may be included in the GPDP	

Dated, Agartala, the 2/11/ 2022

**MEMORANDUM**

**Subject: Standard Operating Procedure (SOP) for conducting Mahila(Women) Sabha.**

A platform is always required to represent a community or a section of a community to address the issues of the respective community or a section of the community before the larger society. In this context, Mahila (Women) Sabha may be a great platform for the Women of a Gram Panchayat/Village Committee, through which they can voice their issues/demands; which will be key weapon in order to attain the Theme No.9 of LSDGs i.e. "Women Friendly Village". In this regard, a Standard Operating Procedure (SOP) is here under for conducting Mahila (Women) Sabha in all Gram Panchayats/Village Committees across the State of Tripura.

**Introduction:-**

- The Gram Sabha is the broad fulcrum (event) of the Panchayati Raj and village development. People use the forum of the Gram Sabha to discuss local governance and development, and make need- based plans for the village. The Panchayat implements development programs under the overarching mandate, supervision and monitoring of the Gram Sabha. All decisions of the Panchayat are taken through the Gram Sabha and no decision is official and valid without the consent of the Gram Sabha.
- Apart from that, whereas India is a signatory of SDGs 2030 and Ministry of Panchayat Raj (MoPR) is committed to the achievement of SDGs will require localization at the grass root level is at Panchayat level. The MoPR has adopted a thematic approach for attainment of SDGs through 9 (nine) themes and the Theme No.9 is "Women Friendly Village".
- In Tripura, in order to attain Women Friendly Village, it is urgent to organize "Women Sabhas" and the concept requires to be popularized.

**Mahila Sabha - Meaning-**

- Mahila Sabha is a village level meeting of women of gram sabha.
- The platform of the Mahila Sabha can be used to promote women's participation and leadership. Mahila Sabhas are one of the ways to initiate

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discussion and generate interest among women, regarding women's issues.

- ➔ Finding their voices in an environment such as theirs, is challenging but an important step in making them confident to voice their issues, not just among themselves but in public settings (such as a Gram Sabha meeting) as well.

Are women in India able to utilise their constitutional rights to engage in political and governance processes?

- ➔ 49% of India's population comprises of women.
- ➔ The Constitution of India guarantees women rights for equal participation in political and governance processes under Articles 14 and 15 of the Indian Constitution prohibits discrimination on any ground (race, caste, gender etc.) with regards to employment and political participation.
- ➔ The 73rd and 74th Constitutional Amendment Acts make it mandatory for one-third of the seats in all local bodies to be reserved for women.
- ➔ In Tripura also The Tripura Panchayat Act, 1993 came into force by the 73rd Constitutional Amendment Act and made the same reservation for women.
- ➔ At the global level, Article 7 of the Convention for Elimination of Discrimination against Women (to which India is a signatory) ensures a woman's 'right to participate in contributing to government policy and implementing gender justice. The Article asks states to take appropriate measures to eliminate discrimination against women in political and public life and to ensure that women are as eligible as men to contest elections to all public bodies.

❖ People's participation is one of the fundamental pillars of democratic government. A democratic form of government can be successful only when all people, irrespective of gender, class, and caste participate in the governance process.

Increasing participation of women in local governance processes needed action related to:

- ➔ Giving women confidence to voice their issues ;
- ➔ Improving participation of women in the Gram Sabha ;
- ➔ Sensitising government officials to the needs of women ;
- ➔ The platform of the Mahila Sabha can be used to promote women's participation and leadership.

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### What are the works of Mahila Sabha?

It works as a social group that operates on various issues, for example- motivating parents to give equal treatment to their girl children, sending them to school, working towards sanitation and maternal health of women, establishing self-sustaining self-help groups for women entrepreneurs, etc.

### Is organising Mahila Sabha a mandatory process?

- Organising Mahila Sabhas is not a constitutional mandate in many of the states in India like Rajasthan, Odisha, Karnataka, etc. However, such Sabhas can be organised based on circulars issued by the State/District/Departments.
- In Tripura among the 9 themes one of the most important themes is Women Friendly Village i.e. Theme No.9. The theme is so important to promote women's participation and leadership not just among themselves but in public settings. So, in Tripura, organising of Mahila Sabha is a most important issue and it can be a constitutional mandate.

### How to organise Mahila Sabha?

- There shall be a Mahila Gram Sabha in every Gram Panchayat. Though there is no fixed date for organising Mahila Sabha, it can be organised as and when the women in the village feel its requirement.
- The Mahila Gram Sabha shall hold at least three meetings in every 4 (Four) months within a year, first on 8th March i.e. on International Women's Day and the other 2 (two) meetings may be organised as and when possible by the village women preferably on any holiday in each year which can be convened preferably by the Mahila Pradhan or in her absence by the Mahila Up-Pradhan and in the absence of both, by the senior Mahila Member of the Gram Panchayat.
- The meeting of Mahila Gram Sabha shall be presided over preferably by the Mahila Pradhan or in her absence by the Mahila Up-Pradhan and in the absence of both, by the senior Mahila Member of the Gram Panchayat.
- Along with the Pradhan, other members, Panchayat secretary and representatives from other line departments like ASHA/Anganwadi, SHG groups, etc. will be present in the meeting.

### How to spread information about the date/time/agenda of Mahila Sabha?

- The notice of holding Gram Sabha/Mahila Sabha should be issued in advance, ideally 15 days prior to the date of the meeting.

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- Issuing letter to every house in the village to remain present in the meeting.
- Such information can also be shared by Miking or by singing local songs.
  - ❖ The concerned ward member will remain present with them while spreading such information in the village.
  - ❖ Local social worker/ NGO/CSO will also remain present to help for creation awareness among the villagers.

#### What is the best time to hold the meeting?

The time of the meeting is important so that the maximum number of women can attend. Women are burdened with household responsibilities, childcare, livelihood and other activities. Hence, a time during the day preferably on any holiday that is convenient for most women should be considered.

#### Who can attend a Mahila Sabha?

- All women of the village;
- Representative of every Educational Institution of the village particularly School Headmaster;
- Representatives of Health Institutions;
- Representative of local Police Station, if possible Local Women Police Officer;
- SHG president along members;
- ASHA;
- AWC/MPW;
- NGOs;
- Women related concerned Department/Block Administration/Education/Health/Social Welfare/Police.

#### What is the required quorum for a Mahila Gram Sabha?

The quorum for a Mahila Gram Sabha can be 10% (proposed) of the total women voters of the respective Gram Panchayat.

#### What happens if the quorum is not met?

If the quorum is not met, the Mahila Sabha must be cancelled and a new date for the Mahila Sabha must be decided.

#### What issues can be discussed in a Mahila Gram Sabha?

- In the meeting, the issues relating to women and children and issues pertaining to the overall development of Gram Panchayat shall be discussed

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- Any issue specific to the area and context, that concerns women and which they want the Panchayat to action can be discussed.
- Apart from maternal health, women-centric issues like domestic violence, sexual and reproductive health, child marriage, livelihood opportunities can be discussed in the Mahila Sabha. These are subject to specific indicators, such as -
  - If there is any girl below 18 years got married;
  - If there is any incident of Dowry in the village;
  - If there is any incident of domestic violence;
  - If there any girl below 18 years is pregnant;
  - If the children in the village face any problem regarding education;
  - If villagers face any problem for getting loan from SHGs;
  - If the women are provided sewing machine from gram Panchayat for becoming self-sufficient;
  - If the Villagers face any difficulties regarding getting ration card;
  - If any health issues are facing by any pregnant women in the village;
  - If any income related problem is faced by the husband of any pregnant woman in the village;
  - If there is necessary maternity arrangements for adult women;
  - Creation of awareness among the couple not to carry more baby if they have already carrying 2 (two) babies;
  - Creation of awareness regarding family planning to newly-wedded couple;
  - If there are any difficulties faced by the parents regarding the perspectives of new-born baby's vaccination such as- ASHA worker does not go time to time at Anganwadi Centre.
  - Total number of women enrolled in AWC;
  - Creation of awareness regarding health and hygiene among the villagers etc.
- The Status of the Gram Panchayat will be studied based on specific demand so collected in the Mahila Sabha. The specific demand will be collected as on the basis of ward-demand. There should be maximum two demands from each ward. The demands to be included in the GPDP action plan.

Procedure to conduct Mahila Sabha-

- Discussion of all the concerned Department has to be completed within first one hour.

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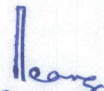
- Discussion will be done on the basis of specific information and suggestions given by the women present in the Sabha based on key performance indicators (KPIs).
- Demand orientation issues to be discussed.
- GP will send a resolution draft to the Block regarding the demands evolved in the Sabha. There after that Block will take the corrective measures.
- If there found any issues in connection with Line Departments, in that case the help of the concerned Department may be sought.
- Panchayat will issue a common advisory to Panchayat Pradhan and Panchayat In-Charge regarding the demands evolved in the Sabha and those demands to be included in GPDP and over the merit of concerned demands a proposal is to be made for inclusion of such demands in BPDP/DPDP.
- After the demand discussion, a cultural programme/activity is to be held.
- The Panchayat will organise a small award function for giving award to the best AWW/ASHA workers/ Social workers etc. during last one year.
- The Panchayat will organise free distribution of health kits for the pregnant Mothers, for the 3/6 months babies etc.

Who is responsible to record the proceedings of the meetings?

The minutes of the meetings are recorded by the Panchayat secretary. It is necessary to take signature/thumb impressions of women who have attended the meeting.

How can the resolutions/decisions taken in Mahila Sabha processed?

The resolutions/decisions can be taken collectively in the meetings are further to be presented in Gram Sabha. These issues can be included in the village level planning process i.e. Gram Panchayat Development Plans.

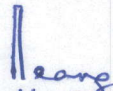
  
 2.11.2022  
 (D. Reang)  
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3. The Sabhadhipati,..... Zilla Parishad for kind information.
4. The Chairman, .....Panchayat Samiti/ BAC, for kind information.

  
2.11.2022  
Addl. Secretary to the  
Government of Tripura.

**ANNEXURE -1**

**Attendance Sheet**

1. Name of Gram Panchayat / Village Committee:-
2. Date of Meeting:-
3. Place of Meeting:-
4. Time of Meeting:-
5. Total No. of Participants:-

<b>Sl. No.</b>	<b>Name of the Participant</b>	<b>Signature or LTI of the Participant</b>	<b>Time of Arrival</b>	<b>Attested by (In Case of LTI only)</b>

**MINUTES REGISTER**

1. Name of Gram Panchayat / Village Committee:-
2. Date of Meeting:-
3. Place of Meeting:-
4. Time of Meeting:-
5. Total No. of Participants:-
6. Issues Discussed:-

<b>Sl. No</b>	<b>Particulars</b>	<b>Yes/ No</b>
1	Is there any girl below 18 years got married?	
2	Is there any incident of Dowry in the village?	
3	Is there any incident of domestic violence?	
4	Is there any girl below 18 years pregnant?	
5	Are the children in the village facing any problem regarding education?	
6	Are villagers facing any problem for getting loan from SHGs?	
7	Are the women provided sewing machine from gram Panchayat for becoming self-sufficient?	
8	Is the Villagers face any difficulties regarding getting ration cards?	
9	Is any health issues are facing by any pregnant women in the village?	
10	Is any income related problem faced by the husband of any pregnant woman in the village?	
11	Are there necessary maternity arrangements available for adult women?	
12	Is there any couple carrying more than 2 (two) babies?	
13	Whether any awareness generated regarding family planning to newly-wedded couple ?	
14	Is there any difficulties faced by the parents regarding the perspectives of new-born baby's vaccination?(Such as- Asha worker does not go time to time at Anganwadi Centre)	
15	Whether women are enrolled in AWC? If yes, mention the total number of women enrolled in AWC;	

**ANNEXTURE - 3****Reporting Format**

Name of Gram Panchayat/ Village Committee	
Name of Block	
Name of District	
Date of Mahila Sabha	
Place of Mahila Sabha	
Total Number of Children in the GP/VC	
Total Number of Women Present	
Name of the President of Women Sabha	
Whether Pradhan participated in the Women Sabha	Yes/No
Whether the followings are present in Women Sabha:-	
Women Protection Committee Members	
VHSNC Members	
MPW	
ASHA Workers	
AWC Workers	
No. of Representative from Line Department participated with details	
Whether any special activities carried out	Yes/No
If yes, what type of activity	
Number of Women raised demands	
What are the issues discussed during the Women Sabha	
Activities identified that may be included in the GPDP	

47

NO. F. 2(6-84) PE/ PR/ 2022/ 22849-852  
GOVERNMENT OF TRIPURA  
RD (PANCHAYAT) DEPARTMENT

Dated, Agartala the 18<sup>th</sup> Nov 2022.

To  
The Principal Secretary/ Secretary/Special Secretary,  
\_\_\_\_\_ Department

Government of Tripura

Subject : Ensuring participation of frontline workers of line Departments in Gram Sabha for preparation of comprehensive Gram Panchayat Development Plan (GPDP) – regarding.

Sir/Madam,

The People's Plan Campaign (PPC) – “Sabki Yojana Sabka Vikas” is an annual exercise for preparation of Panchayat Development Plans (PDPs).

The Ministry of Panchayati Raj (MoPR), Government of India (GoI) has evolved thematic approach aggregating 17 SDGs into 9 broad themes to Localize Sustainable Development Goals (LSDGs) at grassroots level through Panchayats adopting ‘whole of Government and whole of Society’ approach. To adopt convergent approach in localization of SDGs, Joint Advisories of respective Ministries on 9 themes (enclosed herewith) were issued by the MoPR.

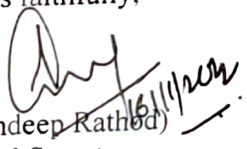
2) During PPC, two Gram Sabhas are generally held except Special Gram Sabha on 2<sup>nd</sup> October. In the Special Gram Sabha environment is created for preparation of Plan and during Second Gram Sabha Gram Panchayat Development Plan (GPDP) is prepared and during Third Gram Sabha Gram Panchayat Development Plan (GPDP) is approved . All Gram Sabhas shall be completed within 15<sup>th</sup> December 2022. Since front line workers of line Departments are the key stakeholders, it is expected that frontline workers will disseminate features of their schemes, resources, convergence mechanism etc. and finally facilitate in incorporating activities of their Departmental Village Action Plan into GPDP.



( Page- 2)

- 3) After analyzing the participation of front line workers in last year planning process shows lukewarm response of the line Departments. Coming together of different line Departments in Gram Sabha would not only augment the awareness about Central and State Schemes but also help in preparation of comprehensive plan through participatory approach.
- 4) Therefore, you are requested to instruct your Departmental Officials to ensure participation of frontline workers in the Gram Sabhas to be organized during PPC for preparation of GPDP 2023-24.

Yours faithfully,

  
(Dr. Sandeep Rathod)  
Special Secretary  
RD (Panchayat) Department  
Government of Tripura

Copy to :

1. PS to the Chief Secretary, Government of Tripura for kind information to the Chief Secretary.