

**IMPLEMENTATION GUIDELINES FOR DISTRIBUTION OF GCI SHEETS FOR
ST/OBC FAMILIES**

1. Objective :

The objective of the scheme is to provide better housing facilities for ST/OBC families.

2. Details of the scheme :

- (i) Physical Target for the state = 2263 Tons of GCI Sheets each for ST and OBC
(ii) Total allocation of fund = Rs. 3999.03782 lakhs

3. Selection Committee:

There will be a LAC Level Selection Committee (LACLSC) for selection and approval of beneficiary list with the following members:-

As per Govt. notification No.TAD/BC/303/2017/35, Dtd. 20-02-2019.

4. Function of the Committe :

- i) The Committee will select the beneficiary within their respective areas. The target will be provided based on population basis.

5. Eligibility Criteria :

- i) Applicant must belong to ST/OBC community (Caste Certificate to be furnished).
ii) Applicant should not be a Govt. servant who receives salary from Treasury Officer (It does not include anyone receiving honorarium, etc. from Govt.)
iii) Family enlisted in SECC data will automatically be eligible covered by 13 parameters. Poorest of the poors who are not covered by SECC data should also be taken into consideration.
iv) Widows/Unmarried women/Person with disability/Victim of calamities should be given preference.

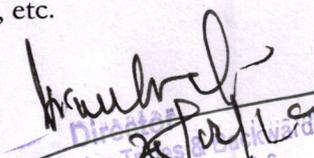
6. Publicity :

The Project Director-ITDP/Sub-Divisional Welfare Officer/ Principal Secretary (For 6th Schedule Autonomous Councils) will provide wide publicity at various platforms at local level viz. newspapers, websites, Notice Boards, etc.

7. Selection Procedures :

- i) The Member Secretary will be responsible for collection of applications in prescribed Format (Annexure-A) in consultation with local MLA or his/her representative or a representative nominated by DC/ Principal Secretary (For 6th Schedule Autonomous Councils).
ii) In selecting the beneficiaries, the opinion of the representatives nominated by Local MLA/DC workers will be given due weightage.
iii) The Member Secretary will securitize the applications and prepare a list of eligible beneficiaries as per allocation provided.
iv) The Member Secretary will place the Beneficiary list along with documents received before the LACLSC for approval.
v) The approved list will be put in the Notice Board of the Project Director-ITDP/Sub-Divisional Welfare Office/Office of Principal Secretaries for public information.
vi) The Member Secretary will receive claims/objections complaints etc. and will examine the claims/objections/complaints etc. in his own office and dispose the same as per the guidelines of the scheme.
vii) As per allocation, the grants will be delivered to the respective Member Secretaries for distribution which will be distributed to the beneficiaries approved by the LACLSC.
viii) All documents submitted by the beneficiaries, APRs, Beneficiary list approved by the LACLSC, etc. will be retained by the Member Secretary for future Audit, Inspection purpose, etc.

8. Monitoring & Maintenance of records :


Director
Welfare of Plains Tribes and
Classes Assam, Guwahati-6

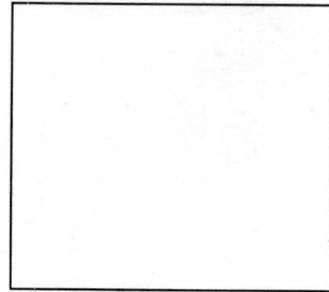
The Member Secretary will maintain detailed particular of the beneficiaries, in form of permanent register which should be readily available for inspection of the State Level/District level Officers and also for post Audit verification purpose. The details will include particulars of the beneficiary, viz Name/Father's name/Present address G.P. details etc.

9. Submission of Utilization Certificate and Process report:

The Member Secretary will submit the utilization/ completion certificate on completion of distribution of the grants.

Handwritten signature
Director
Welfare of Plains Tribes & Backward
Classes Assam, Guwahati-6
25/02/19

APPLICATION FORM FOR GCI SHEETS FOR ST/OBC FAMILIES



Name of the applicant (Any member of the Family):

Name of Father/Mother:

Male/Female: DoB:..... No. of family members:

Name of Family Member 1)

2)

3)

4)

5)

Address (As per Voter ID) :

.....Ph No:.....

Enclosed: 1. One passport photo 2. Caste Certificate 3. Voter ID

I declare that the statements in application are true to the best of my knowledge.

Signature of the applicant