

Government of Tripura
State Mission Management Unit
Tripura Rural Livelihood Mission
Rural Development Department

F. No. 1 (10)-RD (TRLM)/2018/ 5563-68

Date: 08.11.19

To
The District Mission Manager,
(DM & Collector)
District Mission Management Unit,
West Tripura/ khowai/ Sepahijala/ Unokoti/ North Tripura Districts

Subject: Guidelines of Community Cadre-regarding

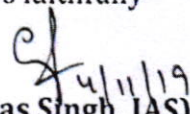
Sir,

This is to inform you that, Community cadres are most important for success of NRLM works. For best utilization of these cadres, they should be accountable to & controlled by the concerned Cluster Level Federation (CLF)/ Village Organization (VO). The following documents related to community cadres activities are enclosed.

1. Criteria for identifying cadre at Annexure-1.
2. Payment Structure of cadre at Annexure-2.

All DMMS are requested to ensure that BMMUs are facilitating the village organisation/village level federation in getting the services of the existing community cadres based on the documents enclosed.

Yours faithfully


(Vikas Singh, IAS)

Chief Executive Officer
Tripura Rural Livelihood Mission

Copy to:

1. The Secretary, RD for kind information, please.

Sl. No.	Type of Cadre	Age limit (in years)	Educational Qualification	Age of SHG she belongs to	Other eligibility criteria
					vi. Able to undertake frequent travel to the bank branch and other villages; vii. Skills of articulation and persuasion; viii. Empathetic to the poor; ix. Able to work in the bank branch on all/most working days during the business hours of Bank; x. Maintain good relations with SHGs, VOs and Bank; xi. Able to participate in SHG/ VO/ CBRM meetings and facilitate recovery of bank loans;
7	CSP – Livelihoods (Livelihoods)	20 -- 45	She should be minimum class VIII pass	at least 1 year	i. The person must be female and must have experience in rearing livestock or in agricultural activities. ii. Her VO must have received at least training on VO concept, membership training, Basics of livelihood. iii. She should be a best practitioner herself. iv. She should be fluent in local language. v. She must possess good writing and oral communication motivating skill and clear voice, besides being a good listener.

BIO-DATA

PHOTO

- 1. Name:**
- 2. Husband/Father Name:**
- 3. Address:**
- 4. Village:**
- 5. Mobile Number:**
- 6. SHG Name:**
- 7. SHG Grade:**
- 8. Date of Joining in SHG:**
- 9. VO Name:**
- 10. CLF Name:**
- 11. SHG Grade:**
- 12. Qualification:**
- 13. Aadhar Card No:**
- 14. Bank Account No:**
- 15. Bank Name:**
- 16. IFSC Code:**
- 17. No. of Family Member:**

Adult:

18. Family Income Source:

19. Land Holding:

20. Livestock Holding: Pig....., Cow.....,
Goat....., Hen.....

21. Experience if any:

Signature

Government of Tripura
State Mission Management Unit
Tripura Rural Livelihood Mission
Rural Development Department

F. No.1 (10)-RD/TRLM/2018/ 8452-83

Date: 01-01-2019

MEMORANDUM

Community Cadres under various thematic areas are providing their services to their own blocks as well to other blocks. Based on the field experience the following payment norms are revised.

- i. Payment norms for Community Service Provider (Agri) – Annex-1
- ii. Payment norms for Pashu Sakhi for supporting fisheries, goat rearing, pig rearing – Annex- 2
- iii. Payment norms for Community Livestock Manager – Annex- 3
- iv. Internal Mentors travelling allowance norms – Internal Mentors to get travelling allowance upto ₹250 per visit (one side) as per actual and based on distance for visit to their based VO every month.
- v. Cost norms for capturing one time data by CSP @ ₹5 per farmer.

This will be effective since 31st December, 2018.



(Arupratan Sarma)

Chief Executive Officer

Tripura Rural Livelihood Mission

Copy to:

1. The Principal Secretary, RD Department for information please.
2. The District Mission Manager (DMM), Dhalai/ Gomati / South Tripura DMMU for information and necessary action.
3. The Block Mission Manager, BMMU of all Resource and Intensive Blocks for information and necessary action.
4. All SMM/ PM/FIC/APM for information.


31.12.2018

Chief Executive Officer

Tripura Rural Livelihood Mission

CSP- Agri Payment sheet

S N	Name of Task	Forum for meeting	Task Unit	Rate
1	Organizing livelihood planning meeting at Hamlet	VO	Member (Min. 20 farmer and max. 40 farmer)	5
2	Conducting Kharief planning meeting / any other concept seeding meeting	VO	VO	125
3	Organising Kharief planning meeting at SHG level	SHG	SHG	35
4	Conducting kharief planning meeting in SHG	SHG	SHG	70
5	Arranging inputs for farmer from the market (trichoderma/Spawn/polythenes etc)	District	Farmer	10
6	Filling up and submission of consolidated SHG level plan sheet for each activity	SHG	SHG	50
7	Ensuring on time Land preparation (ploughing/earthraising/application of basal dose of fertiliser) strictly as per PoP (Both Paddy/vegetable)	SHG	Farmer	30
8	Preparation of progress reports as per MIS	SHG	Farmer	5
9	Demonstrating seed testing to farmers	SHG	Farmer	10
10	Assisting in Seed treatment with farmer	SHG	Farmer	10
11	Organizing Nursery raising training	SHG	Farmer	5
12	Conducting SRI-nursery raising training (2 Hour trg)	SHG	Farmer	10
13	Support to farmer in nursery preparation	SHG	Farmer	20
14	Preparing village level organic fertilisers/pesticides/inputs	SHG	Farmer	25
15	Organizing fertilizer/pesticides application training	SHG	Farmer	10
16	Conducting fertilizer/pesticides application training	SHG	Farmer	10
17	Support farmer in transplantation	SHG	Farmer	20
18	Demonstration of weeding by weeder	SHG	farmer	20
19	1st weeding / intercultural operation	SHG	Farmer	10
20	2nd weeding / intercultural operation	SHG	Farmer	15
21	3rd weeding / intercultural operation (If needed)	SHG	Farmer	15
22	Application of organic fertilizer after 1st weeding	SHG	Farmer	5
23	Application of organic fertilizer after 2nd weeding	SHG	Farmer	10
24	Application of organic fertilizer after 3rd weeding	SHG	Farmer	12

S N	Name of Task	Forum for meeting	Task Unit	Rate
25	Tiller Counting to individual paddy to farmers	SHG	Farmer	No separate visit required, to be clubbed with other activities
26	Crop Cutting for 10% farmers with all detailed data	SHG	Farmer	50
27	Yield data	SHG	Farmer	10
28	Activity review meeting at VO level (4 hour meeting)	SHG	Farmer	100
29	Ensuring arrangement of required amount of straw (mushroom)	SHG	Farmer	10
30	Ensuring finalisation of rooms for mushroom cultivation according to the PoP (Only for Band III mushrom)	SHG	Farmer	50
31	Distirbiution of spawn as per indent	SHG	Farmer	5
32	Ensuring preparation of mushrooms bags as per specifications	SHG	Farmer	15
33	Ensuring placement of bags as per PoP (mushroom)	SHG	Farmer	5
34	Ensuring watering and moisture content (mushroom)	SHG	Farmer	10
35	Conceptual session for two days and formation of WFFS	FFS	Farmer	10
36	Seed treatment, selection, nursery demonstration	FFS	Farmer	20
37	preparation of Jeebamrit, ghana jeewamrit, nutrition management	FFS	Farmer	20
38	Main land preparation demo, seed sowing and transplantation demo	FFS	Farmer	20
39	Disease and pest management, preparation of pesticides and insecticides	FFS	Farmer	20
40	Mulching, efficient use of water, weed management demo	FFS	Farmer	10
41	Field day observation	FFS	Farmer	10
42	Concept seeding on new areas of other blocks	VO	VO	245
43	INRM planning	VO	Village	245
44	Soil testing for farmer	SHG	Farmer	50
45	Other tasks (designed by professional/VO L/h Sub committee..... ..) (as and when reuired and planned by Professional, should not exceed 5% of total pay)	SHG	Meeting	

PS CSP payment sheet *for Fishery*

N	Task	Forum	Unit	Rate
	Mobilization			
1	Organizing Fish farmers awareness meeting	VO	Farmer	5
2	Conducting planning meeting and farmers list preparation and list submission to TRLM	SHG	Farmer	35
3	Formation of Village Fish Farmers Group (VFFG)	Group	Meeting	125
4	Attending Monthly meeting of VFFG	Group	Farmer	10
	Input arrangement			
5	Indent generation for input from Framers	Group	Farmer	5
6	Assist in bulk procurement of basal dose-lime/fertilizer	Group	Farmer	10
7	Regular bulk procurement of Feed	Group	Farmer	10
8	Regular bulk procurement of lime	Group	Farmer	10
	Capacity Building		Farmer	
9	Organisation training event	Training Day	Farmer	10
10	Organising exposure visit	Exposure	Farmer	10
11	Organising field demonstration- major six activities	Demonstarion	Farmer	10
12	Onfield support to farmers	Group	Farmer	10
	Technichal Adoption			
13	Cleaining of pond boundary and repaining	Group	Farmer	20
14	Cleaning of pond bottom and weed fish	Group	Farmer	20
15	Application of lime (basal dose)	Group	Farmer	20
16	Application of fertilizer (basal dose)	Group	Farmer	20
17	Testing of water quality	Group	Farmer	10
18	Apliction of fingerlings in scientific way	Group	Farmer	10
19	Ensure weekly water quality test by farmers	Group	Farmer	10
20	Ensure fish growth and health check by farmers	Group	Farmer	10
21	Ensure netting by farmers	Group	Farmer	10
22	Ensure regular appliction of lime by farmers	Group	Farmer	10
23	Ensure regular application of feed by farmer	Group	Farmer	10
24	Ensure regular application of fartilizer by farmer	Group	Farmer	10
25	Technicahl support on urgency	Group	Farmer	20
	Out put linkage support			
26	Ensure periodic selling of fish and stocking	Group	Farmer	10
27	Ensure bulk marketing in better price	Group	Farmer	10
	MIS			
28	Ensure timely data entry in Farmers Book	Farmer/month	Farmer	10
29	Monthly consolidation of data and report to TRLM	Famer/month	Farmer	10
30	Record of harvesting data	Farmer/Harvest	Farmer	10
31	Attend weekly review and planning meeting	Meeting	Farmer	100
32	Other Activity (Please specify)			
Total				

PS CSP payment sheet for Goat rearing

SL.NO	Name of Activity	Unit	Rate per Unit
1	Health Camp (for Vaccination and Dewarming)	Per Goat	300
2	Assistance in organising a BPP Session	Per session	100
3	Registration of Goat Rearers/Updation of record for individual goat rearers(Goat Cards)	Per rearer	25
4	Formation of GRG	Per GRG Meeting	120
5	Incentives to PS for promoting Rearers with more than 3(Registered) herd size of adult goats for GRG members	per farmer with more than 3 adult goats	10
6	Goat Farmer with all stands and clean goat house (feed stand, green fodder stand, water stand,Clean goat house, workable stand)	per farmer	50
7	Only feed stand, green fodder stand, water stand(Workable stand)	per farmer	30
8	Only goat house(Clean)	per farmer	20
9	Assistance in organising the GRG meeting in Paras	Per meeting	50
9	PRA conducting in the Village	Per PRA exercise filed	150
10	Assist in Kid Nursery Training	pre Field level Training	150
12	Kid Nursery Establishment(Maximum 2 in one village)	per farmer	150
13	Buck entrepreneur (supporting for 6 months)	per farmer	150
14	Live body weight sample survey with market price of goat data verification and compilation	per goat	10
15	Kid Nursery data updationat field level	per farmer	10
16	Assist in Buck Entrepreneur training	at field level	150
17	Buck entrepreneurial data updation		50
18	Buck entrepreneur establishment	quality buck for breed improvement	150
19	Live body weight sample survey with market price of goat data verification and compilation	taking weight of the goat with details and assement of price of goat in the market	10
Total Amount			

PS CSP payment sheet for Pig Rearing

Date:		Month:		
S.N	Task	Forum	Unit	Rate
	Mobilization			
1	Organizing pig farmers awareness meeting	VO	Farmer	10
2	Conducting Health Camps/ training events	VO	Farmer	10
3	Collection of Pig rearing Data- Baseline	SHG	Farmer	10
4	Indent generation for input from Farmers	SHG	Farmer	10
5	Organising exposure visit	Exposure	Farmer	10
6	Onfield support to farmers- Farm Visit	Group	Farmer	10
7	Ensuring timely vaccination	SHG	Farmer	10
8	Ensuring cleaning of pig sty, regular de-worming, Liver tonic dose	SHG	Farmer	10
9	Ensure periodic selling of pig and piglet- Arranging buyers	SHG	Pig Sold	10
10	Ensuring weighing before sale	SHG	Farmer	10
11	Filling up technical data of pig- Monthly	SHG	Farmer	10
	Pig styey(Construction, cleaning)	SHG	Farmer	30
12	Other Activity (Please specify)			
Total				

CLM payment sheet

SL.NO	Name of Activity	Unit	Rate per Unit
1	Meeting with Pashu Sakhi(PS)	Per Meeting	150
2	Goat thematic meeting(Monthly with TRLM Staff,PS)	Per Meeting	150
3	Organising external Resource person Visit	Per Meeting	150
4	Supporting in Health Camp(For Vaccination & Deworming)	Per Camp of atleast 50 animals	150
5	Delivering Training(BPP) Covering only 5 paras or 1 GP in a month	Per Training	150
7	Monitoring Record Updation	Per GP/VC	70
8	Field Level training and monitoring on use of pashu dana chaat, masala bolus & herbal formulation and preparation	Per GRG/Para	150
10	Farmer Data collection & Complition & Updating in official MIS+Report generation in monthly(C1,C2,C3,C4,C5,B6,B7,B8)	Lumpsum	500
11	Farmers registration on(100%) data editing,Verification & updation(Per Village) one time into official MIS	Per farmer	5
12	Baseline Survey Format Filling	Per farmer	10
13	Mobility @ Rs.3 per KM (MAINTAINED Log Book)	Per KM	3
15	Assist in Kid Nursery Training	Field training	300
16	Kid Nursery data validation on feed and weight increment with physical observation		100
17	Buck entrepreneur Training	at field level	300
18	BUck entrepreneur Establishment	quality buck for breed improvment	300
19	Live body weight sample survey with market price of goat data verification and compilation	per goat	10
Total Amount			