

GUIDELINES ON

BHIMA BHOI BHINNAKSHYAMA

SAMARTHYA ABHIYAN

(BBSA)

**(An Integrated Initiative for Empowerment
of Persons with Disabilities)**

BHIMA BHOI BHINNAKSHYAMA SAMARTHYA ABHIYAN (BBSA)
(An Integrated Initiative for Empowerment of Persons with Disabilities)

PROGRAMME COMPONENTS

- 1. Samarthya Sibir Abhiyan**
- 2. Multipurpose Smart Card for PwDs**
- 3. Supply & Fitting of Aids & Appliances to PwDs**
- 4. Strengthening Aids & Appliances Fabrication Workshops**
- 5. Assistance for Minor Surgeries to PwDs**
- 6. Supply of Self Employment Kit to PwDs**
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INTRODUCTION

The Constitution of India ensures equality, freedom, justice and dignity of all individuals and implicitly mandates an inclusive society for all including persons with disabilities. In the recent years, there have been vast and positive changes in the perception of the society towards persons with disabilities. It has been realized that a majority of persons with disabilities can lead a better quality of life if they have equal opportunities and effective access to rehabilitation measures. The earlier emphasis on medical rehabilitation has now been replaced by an emphasis on social rehabilitation. There has been an increasing recognition of abilities of persons with disabilities and emphasis on mainstreaming them in the society based on their capabilities.

India is a signatory to the Declaration on the Full Participation and Equality of People with Disabilities in the Asia Pacific Region and also a signatory to the Biwako Millennium Framework for action towards an inclusive, barrier free and rights based society. India has ratified the UN Convention on Protection and Promotion of the Rights and Dignity of Persons with Disabilities (UNCRPD). The Government of India has enacted three legislations for persons with disabilities viz.

1. Rights of Persons with Disabilities Act, 2016 received the assent of the President of India on 27th December 2016 repealing the PwD Act, 1995, raising disability categories from seven to twenty one. The Act provides for education, employment, creation of barrier free environment, social security, etc.
2. National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disability Act, 1999 has provisions for legal guardianship of the four categories and creation of enabling environment for as much independent living as possible.
3. Rehabilitation Council of India Act, 1992 deals with the development of manpower for providing rehabilitation services.

The Persons with Disabilities face various constraints in accessing public services due to lack of certification which acts as an entitlement to avail of these services. Similarly there is a lack of adequate assistive devices and appliances for their integration into the mainstream. The Govt. of Odisha is seriously concerned for the welfare of Persons with Disabilities (PwDs). Census of India 2011 estimated the PwD Population of Odisha at 12, 44,402 accounting for 2.96% of the total population of the state which is 0.75% higher than the national average (2.21%). The Social Security and Empowerment of Persons with Disabilities (SSEPD) Department, Government of Odisha is launching the new umbrella scheme **Bhima Bhoi Bhinnakshyama Samarthya Abhiyan (BBSA)** to be operated in a mission mode with manifold objectives.

OBJECTIVES

The Dept. recognizes that Persons with Disabilities are valuable human resource for the country and seeks to create an environment that provides them equal opportunities, protection of their rights and full participation in society. To ensure equitable justice for PwDs the BBSA scheme focusing on the following broad objectives:

1. To create an enabling environment to ensure equal opportunities, equity, social justice & empowerment of persons with disabilities with focus on grass root PwD population.
2. To encourage voluntary action and participation of all stake holders for ensuring effective implementation of the Rights of Persons with Disabilities Act, 2016.
3. To expand outreach activities for rehabilitation of PwDs and create facilities for providing high-tech rehabilitation services.
4. To promote individual and group endeavours by PwDs for employment, self-employment and other socio-educational services.
5. To strengthen the existing implementation machinery and create facilities for coverage of all uncovered areas of the state for ensuring cent percent coverage of PwDs.

STRATEGY

The approach of this Scheme is to make available the whole range of services necessary for rehabilitation of persons with disabilities. With a view to include persons with disabilities in the mainstream of society and actualizing their potential, the thrust would be on the following key strategies:

1. Provision of certificates, smart cards and assistive devices to all Persons with Disabilities through organization of Samarthya Sibirs.
2. Supply and Fitting of Aids & Appliances to all Persons with Disabilities in the state and assistance to Persons with Disabilities for Minor Surgeries, Complicated Surgeries & Smart Appliances.
3. Strengthening Aids & Appliances Fabrication Workshops for enhancing production capacity & repair of aids & appliances and Equipped mobile van service for PwDs.
4. Supply of self employment kits to PwDs & Community based Rehabilitation programmes.
5. Skill upgradation and entrepreneurship development training, organization of Job fairs, strengthening SHGs under Mission Khyamata and
6. Scholarship to children of persons with disabilities pursuing Higher Education
7. Sensitization of Govt. employees & community awareness (IEC) activities

SAMARTHYA SIBIR ABHIYAN

Out of nearly 12.45 lakhs persons with disabilities as per the 2011 Census, only about half of them have been provided with certificates. A disability certificate is a basic document without which the person is unable to claim the benefits of government schemes available for them. Secondly, the basic support of therapies, surgery, fitting of aids & appliances and self employment avenues as required by the PwDs is out of reach of most of them, especially in rural areas. The scheme is designed to cater to the needs of the PwDs for providing minimum basic rehabilitation support as well as social security service facility supplies. Further, Persons with Autism are to be provided with Disability Certificates.

A. Strategy

This integrated scheme envisages for the organization of "Samarthya Sibirs" which is a single window approach for providing multi-sectoral services to PwDs, on a campaign mode within a given time frame throughout the state. This is being done to ensure that a uniform sense of purpose and direction prevails throughout the state during the operation. The main elements are:

1. Pre-assessment of disability
2. Issue of disability certificate/ ID Cards/ Pass books
3. Income certificates/transport concession
4. Support for Corrective Surgeries
5. Empanelment of PwDs for Special Education/ Scholarships
6. Selection of PwDs for skill training/ bank linkage
7. Empanelment for Disability Pension & other Social Security Schemes
8. Supply & fitting of aids and appliances (mobility & educational)
9. Assistance for Self Employment Kits

B. Location & Timeline

Samarthya Sibirs will be held in each block area as many times during the year as required. The camps preferably are organized in two phases. In the first camp the process of identification, issue of certificate shall be made and in the 2nd camp the assistive devices will be provided as per the assessment made for each beneficiary in the 1st Camp. The sibirs usually will be planned and organized during the year depending on local situation preferably between October to March.

C. Eligibility

A Person with Disability (PWD) of five years of age or above irrespective of category of disability may avail all or any of services as envisaged provided he/she has not availed the same previously.

D. Organization of Samarthya Sibir

a) Preparatory Activities

1. The Collector of the district shall organize the Samarthya Sibir by coordinating with concerned Govt. officials, medical personnel and other agencies/ authorities/ NGOs/ persons.
2. Coordination meetings will be conducted at least one month before & periodically thereafter, taking district level officers including CDMO, DSSO, SIDR/DDRC, DPC (SSA), and others to chalk out the calendar of camps, two in each block[in two phases], and submit a copy of the same to the SSEPD Dept.
3. The Collector will prepare a calendar for the camps so as to ensure start by October and completion of the first phase by December. The preparatory work will be completed well in advance so that camps are conducted properly. Special focus should be given to organize camps at central locations with better connectivity so that maximum number of PwDs can reach the camp sites. In case of larger and inaccessible areas more than one camp may also be organized.
4. The calendar of camps based on the availability of medical and rehabilitation personnel for certification of each disability in the camps should be chalked out in advance. The Collector in consultation with the CDMO will ensure this. If required, he may hire/requisition private specialists/agencies to assist such certifications. Honorarium for the same has been provided in the camp expenses.
5. Adequate publicity should be made sufficiently in advance at villages and Panchayat level through local Medias. Rs. 10,000/- has been provided for the purpose for each camp. Funds should also be pulled out from other schemes for IEC purpose.
6. As mentioned in the objectives of the campaign, all out effort should be made to include all the left out persons with disability who have not got the certificates. Services of grass-root functionaries such as PRI members, Bharat Nirman Volunteers (BNVs), AWWs, ASHA Workers, Gaon Sathis, VLWs, ICDS Supervisors, BRTs, Teachers, NGO workers, volunteers and others should be utilized in respect of their area so that maximum numbers of PwDs will report for registration in the Sibir.
7. The PwDs in different institutions like special schools, orphanages, short stay homes, half way homes, residential schools, old age homes & day care centres also be well informed about and encouraged to attend the Sibirs to take the advantages/ services as may be required by them.

8. Services of rehabilitation professionals working in SIDR/DDRCs, Hospitals, District Fitment Centres (DFCs), RBSK, & NHM under health deptt., Sarva Sikhya Abhiyan (SSA), Special Schools, Institutions running rehabilitation courses and service centres, NGOs, and other NGO operated schemes and centres should be utilized for Sibirs. Private-Public- People partnership may be encouraged to hold such sibirs in an effective manner or funds can be utilized for such activities wherever possible.
9. Persons with severe &/or intellectual disabilities including autism; multiple disability & other such categories are often the one most denied the benefit of certification as they themselves cannot reach the camps. Such persons must be identified in each village, & special effort should be made to bring them to the camps.
10. Tie up shall be done with NGOs empanelled and working under National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities (NTMR). The services of State Nodal Agency Centre (SNAC), Odisha under the National trust may also be utilized for mobilization of such institutions.
11. The unutilized funds under Samarthya Sibir head from earlier programmes should also be utilized during the current Samarthya Sibir Abhiyan.

b) First Sibir/ Camp

1. The camp site should include adequate arrangements of shelter, drinking water, sitting/ waiting and toilets etc.
2. There should be bold and legible signage from the entrance point onwards for the beneficiaries to move from one counter to the next. Adequate number of registration counters should be opened as this is the first point of contact, and there should not be unnecessary bottlenecks or delays at the entry point.
3. At the entry point adequate arrangement for preliminary screening of reporting persons should be conducted & shortlisted suspected cases only should be allowed to enter into the camps for avoiding unnecessary crowd inside the camp site.
4. Penal provisions under Section 69 of PWD Act should be displayed in form of Odia/ English stickers/ posters within and outside the Samarthya Sibirs. Arrangements should be made to prevent fake certificate holders/ persons attempting to avail fake certificates.
5. The registration counters will issue data sheet format, as per **Annexure - 'A'** to beneficiaries and direct them to concerned counters. The beneficiaries will render the filled-in data sheets to the office counter where it will be collected/ enlisted for future service delivery. The staff in charge of this counter will ensure that the data sheet is duly filled in and signed. The data sheet format will be the basis for documentation and follow up for the entire programme.

6. Computerized registration counters should be opened with at least two laptops and internet connectivity both at the entry and exit point for registration of PwDs attending Samarthya Sibirs. The entry point counter will register and provide registration slip and the exist point counter will record rehabilitation plans and services provided to PwDs.
7. There may be as many counters as required for different services during camp such as; registration, assessment, issue of disability certificate etc. The counters should provide barrier free access to PwDs.
8. The counters should be placed in a manner to ensure easy flow of beneficiaries from one counter to the other without overcrowding at one place or very long waits. At all times, volunteers should be on hand to assist the disabled from one counter to the next.
9. The registration of the candidates will be done as per the categories of the disabilities, such as, visually impaired, speech/hearing impaired, orthopedically handicapped, leprosy cured persons, mentally retarded and mentally ill, CP, Autism and Multiple Disabilities etc.
10. The registered beneficiary will move with prescribed application to the Assessment/ Distribution Counters for evaluation of disabilities and requirement of aids/appliances and other services by medical/ rehabilitation professionals.
11. Odia application form for Disability Certificate, (**Annexure- B**) as per prescribed format of Govt. of India should be supplied in adequate numbers to community level workers/ volunteers so that they can collect the same beforehand duly filled in from all the PwDs requiring disability certificates.
12. If they are found suitable for certification (i.e. with 40% or above disabilities), they will be referred to photo counter, Medical Counter, ID card/Pass Book Counter successively.
13. The photo counter will provide these registered cases with as many passport photographs as required i.e. two photos each for disability certificate, ID card, Pass Book, Transport Concession and aids/appliances. In addition to the passport photo, the counter will provide full size photos showing the disability (locomotor) of the registered cases for the purpose of disability certificate and aids/appliances.
14. In case of the registered PwD having prior valid disability certificate, they need not be moved to Medical Examination counter. But their cases may be evaluated for requirement of aids/appliance & other services, if any, in the Assessment Counter.

15. Those having prior valid disability certificates and not ID cards/ passbooks will move to concerned counters for availing the same. While providing ID cards and passbooks, the relevant counters will see that the ID cards and cover page of passbooks as well as disability certificates are laminated/properly preserved.
16. In case of those referred to Medical Counter, the Medical Authorities will examine the cases and issue disability certificates after observing all formalities and making necessary entries in the relevant register. **CDMO should ensure arrangement of specialists/ medical personnel and the issuance of certificates to the PwDs in the Camp itself.** In case of shortage/ unavailability the CDMO may hire and utilize medical/ rehabilitation personnel for the Sibirs. Thereafter PwDs will be provided with ID cards/ passbooks.
17. The Medical Officers should be trained beforehand on the guidelines for evaluation of disabilities issued by the Ministry of Social Justice and Empowerment, Govt. of India. Copies of guidelines supplied to all Collectors and CDMOs.
18. Rehabilitation plan of each PwD will be prepared indicating requirement of therapy, corrective surgery, aids & appliances, education, vocational training, self employment and pension etc. Aids and Appliances will be supplied in the second/subsequent Samarthya Sibirs.
19. The registered cases that do not have BPL cards or valid income certificates will move to the concerned counter for availing/ applying for same which may be issued in subsequent camps.
20. Volunteers from NYK, NSS, local colleges and NGOs should be engaged. Sign language interpreters from special schools should be engaged for helping persons with hearing disability. All volunteers should be properly trained for the purpose before the camp, and should wear badges identifying them as volunteers. Extension officers should oversee the whole flow of beneficiaries and the provision of services under the overall control of the BDO. The volunteers to be engaged should be trained properly to ensure better and effective services by them.
21. The BDO/ EO will make arrangements for PwDs to apply for disability pension in prescribed format at the camp site & collect completed applications for further processing.
22. Adequate number of Disability Certificate Formats, Pass Books, ID Cards, Bus Pass, Scholarship & Pension Forms, DRI and NHFDC Loan Applications etc. should be made available for the Samarthya Sibirs beforehand so as to ensure better service at the camp sites. The BLCC meeting should be convened beforehand so that Bankers should remain present for processing DRI loan applications. Volunteers and officials should assist for filling up DRI loan applications.

23. Electricity and alternative power supply arrangements should be provided to the camp sites.
24. The local NGOs and CBOs should be encouraged for providing courtesy transportation to persons with severe and multiple disability for attending Samarthya Sibirs and these PwDs should be supported to attend for services on priority basis without waiting in ques.
25. The Collector through the DSSO will ensure that the BSSO will maintain a register of PwDs (computerized) of the block concerned in the prescribed format and submit a hard copy and a soft copy to Director PwDs with information to DSSO. 1% contingency can be spent towards this purpose out of the camp expenses.

c) Second Sibir/ Camp

1. The second camp will be arranged at a suitable location along the same lines as the first camp but this is only meant for distribution of aids and appliances, give pensions, income certificates and other left out benefits and also to cover up the left out PwDs for assessment and certification. In case there are more cases of severe disability where it is not possible to for the person to come, home visits should be made and certificate given on the spot.
2. The beneficiaries to be provided with aids and appliances will sign the aids and appliances form (**Annexure-C**) and submit the same to the counter. The staff in charge of this counter will ensure that the data sheet is duly filled in and signed.
3. An amount up to maximum of ` 5.00 lakhs per Sibir is being provided for purchase of aids and appliances, subject to actual requirements. It is expected that this should be sufficient to meet the requirement of aids and appliances in the block and cover Gram Panchayats under the Block. PwD population of the GPs may be taken into consideration while placing orders of procurement. However, in case there is a requirement of higher amount for aids and appliances, the following sources should be explored:
 - a. Children below 14 years including those in special schools may be provided aids and appliances from out of OPEPA funds meant for the purpose. The BDO will verify the list of beneficiaries and co-ordinate with OPEPA authorities for supply of aids and appliances.
 - b. Red Cross, Corporate Houses, Rotary and Lions club etc. should be involved and their support can also be raised.

4. In case specialists are not available in the Samarthya Sibir for assessing some disabilities, the concerned Collector will organize a special mop up camp wherever essential, preferably after 1st camp at the district level after availing the services of those experts on hired basis if necessary. Collectors can hire services of professionals wherever necessary.
5. For organization of Samarthya Sibirs funds will be provided as per the actual requirements. Expenses on organization of 1st and 2nd camp, camp arrangement, publicity (by means of leaflet/ microphone), and travel & honorarium to the specialists & rehabilitation professionals are admissible under this specific head. However, the district administration may spend more for organization of camps from other sources such as District Red Cross Society, CSR funds, local NGO contribution and other available funds.
6. Subsequently, attempt should be made to take up **corrective surgery** of the most deserving cases, such as children in schools.
7. Proper records of beneficiaries, the acknowledgement of receipt of appliances by them, the tender procedure followed etc should be maintained as per govt. financial procedures. Utilization Certificates for the Samarthya Sibirs should be sent to the Director SSEPD by 3^{1st} March of the ongoing financial year. The UCs should be signed by BDO and countersigned by Collector of the District.
8. All the data sheets of individuals attending the camps given different benefits should be computerized in MS Excel format (**Annexure – F**) and soft copies sent to the Director, SSEPD at ssepsec.od@nic.in within one month of completion of second camps.

E. Grampanchayat Level Sibirs

Grampanchayat level Sibirs can be organized by DDRCs/ NGOs in specific uncovered/ inaccessible areas for which specific proposals along with estimated cost should be submitted for consideration and approval.

MULTIPURPOSE SMART CARD FOR PwDs

Different agencies including DSSOs, SIDR, DDRCs and other agencies working in the state for PwDs have adopted various systems of record keeping for both identification of PwDs vis-à-vis services provided to them, which are suffering from numbers of lapses such as duplication in identification, services including fitment of aids & appliances, even enrolment in different institutions for education, training and other services, as they are manually maintained and difficult to keep track of services provided to them. This also causes concentration of services

with few sections of PwDs who at a time receiving numbers of services such as disability pension and loan simultaneously. Secondly, the PwDs availing different services from different agencies for which they run from pillar to post for submitting support documents, which causes serious harassment and financial losses to them. Further, due to duplication of services by different agencies the state also incurring financial loss.

Multipurpose SMART CARD should be provided to all PwDs which will enable them to avail any of the required services such as appliances, education, social security benefit etc. at any institution or even at any place within and outside the state. This support will be managed through a comprehensive state level computerized database created for the purpose enabling institutions to verify about the PwD, status of benefits supplied and services required. This shall be in accordance with the UDID scheme of Govt. of India and shall be complementary to UDID scheme.

SUPPLY & FITTING OF AIDS & APPLIANCES

The PwDs requiring supply and fitment of aids and appliances should be enlisted during the first camp along with required devices. PwDs under BPL category or having income up to ` 2, 40,000/- per annum will be provided free of cost and PwDs having income above ` 2, 40,000/- per annum will be provided at 50% of cost. PwDs should provide income proof for availing the benefit of aids & appliances. However, the PwDs holding BPL/ Food Security Card/ Pension Book can produce such instruments in support of their income.

1. The aids and appliances to be provided to PwDs may include:
 - (i) Locomotor- orthosis, prosthesis, splint, surgical shoes, auxiliary & elbow crutches, tricycle, wheel chair, moulded supports.
 - (ii) Speech & Hearing - Digital BTE hearing aids with bateries, Analogue body level hearing aids with two rechargeable batteries & solar chargers.
 - (iii) Visual – Folding Stick, Long Cane, Braille Slate, Abacus, Digital Voice Recorder.
 - (iv) Intellectual Disability – Toilet Chair, Pone Board, Learning Kit.
2. In case of orthosis, prosthesis and surgical shoes and other appliances to be fabricated, the SIDR/ DDRCs/ Fabrication Workshops of NGOs/ professional institutions, as selected by the district administration, will depute their technical staff for taking measurement at the camp site and will prepare list of components required including local materials and fabrication charges for each case and place requisition of funds before the Collector concerned. SIDR/ DDRC wise service districts are:

Sl.	Agency	Allocated Districts
1	SIDR, Bhubaneswar	Angul, Cuttack, Dhenkanal, Jagatsinghpur, Jajpur, Kendrapada and Puri
2	DDRC, Ganjam	Ganjam, Gajapati
3	DDRC, Kalahandi	Balangir, Kalahandi, Nuapada
4	DDRC, Kandhamal	Boudh, Kandhamal, Subarnapur
5	DDRC, Khordha	Khordha, Nayagarh
6	DDRC, Koraput	Koraput, Rayagada
7	DDRC, Mayurbhanj	Baleswar, Bhadrak, Kendujhar, Mayurbhanj
8	DDRC, Nabarangapur	Malkangiri, Nabarangapur
9	DDRC, Sambalpur	Bargarh, Debagarh, Jharsuguda, Sambalpur, Sundargarh

On functioning of new DDRCs SSEPD Dept. may reallocate the districts amongst those if so required for facilitating fabrication, fitment and repair of devices.

3. Prior procurement of required aids and appliances must be made in the period between the 1st and 2nd camps by procurement. After completion of the 1st camp the concerned BDO will place the requirement of aids & appliances to the Collector under information to their DSSO.
4. Other than the fabricated appliances the Collector concerned will procure aids and appliances maintaining quality standards such as ISI mark/ equivalent standard from any of the following agencies:
 - (i) Empanelled suppliers of SSEPD Dept. with rate contract
 - (ii) Govt. agencies like ALIMCO
 - (iii) Companies having rate contract with Central/ State Govt.
 - (iv) Through an open and transparent tender procedure
6. In case of fabricated aids and appliances the Collector concerned will release funds in phased manner to the concerned fabricating agencies on the basis of their requisition. However, the Collector concerned may ascertain regarding rates of fabricated appliances from SSEPD Dept. wherever if so felt.
7. An average amount of ` 5.00 lakhs per camp is being provided for purchase of aids and appliances. However, the BDOs will place detailed indents well in advance before their Collectors in actual for procurement or fabrication as the case may be. This will facilitate the Collectors for ensuring supply of the same to the concerned block well in advance.

8. The BSSOs/ DSSOs concerned will submit return on fitment of aids and appliances to the SSEPD Department in the prescribed format enclosed at **Annexure- E** along with Utilization Certificate.

STRENGTHENING AIDS & APPLIANCES FABRICATION WORKSHOPS

A number of aids and appliances such as orthosis, prosthesis, moulded supports, splints and other modified appliances are required to be fabricated and supplied to PwDs. This requires a larger network of fabrication workshops. In Odisha SIDR, DDRCs and NGO operated fabrication workshops are operating and in some districts new DDRCs are coming up. Many of the fabrication workshops in the state are either under equipped or working with obsolete and defective machineries & equipment and are not adequately suitable for taking up the responsibility of fabricating such huge quantities of aids & appliances.

To address the issue the scheme has made special provisions for extending financial support to such fabrication units for procurement of essential and updated machineries and equipment as well as replacement of obsolete and broken equipment. Ceiling of funds for equipping such fabrication units are as follows:

Sl.	Workshop Category	Ceiling in lakhs
1	SIDR, Bhubaneswar	50.00
2	DDRCs at district level	20.00
3	NGO run workshops	10.00

ASSISTANCE FOR MINOR SURGERIES TO PwDs

Numbers of Persons with Disabilities reporting in camps, SIDR, DDRCs and DSSO offices requiring minor surgeries and even a number of PwDs requiring minor surgeries before fitment of aids and appliances as well. Many of such persons could not afford for surgery due to financial hardships. Provisions are being made under the scheme for assisting such PwDs through organization of special surgery camps and/or reimbursement of expenses for surgeries. Maximum ceiling under this programme is detailed hereunder:

Sl.	Disability Category	Type of Surgeries	Ceiling (INR)
1	Locomotor	CTEV, Claw Foot, Polio deformity etc.	20,000
2	Visual	Glaucoma, trachoma, Retina replacement surgery	10,000
3	Speech & Hearing	Cleft Lip & palate, surgery for cure of ear discharge	10,000

The DDRCs with DSSOs may also organize Special Corrective Surgery camps preferably in cooperation with CDMOs and private hospitals at the district headquarters or at such other

suitable places to take up **corrective surgery** of the most deserving cases, such as children below 14 years and in schools.

SUPPLY OF SELF EMPLOYMENT KIT TO PwDs

Socio-economic rehabilitation of persons with disabilities is one of the core areas of concern. For this purpose skill training along with entrepreneurship development training is focused as one of the priority activity. But, in many cases the PwDs instead of opting for coming to vocational training centres are either adopting to family professions or other economic activities with traditional training and practical experience by doing. Among all these categories a number of PwDs who are not interested for any financial assistance but requiring a start up kit to start business are facing problems in availing such kits due to want of small amount of support they require for the purpose.

PwDs in these categories can be supported with Self Employment Kits depending upon their trade requirement so that they can start their business from small scale or home based units and earn livelihood for themselves and their families. For this purpose during first camps such potential PwDs can be identified along with the trade they are interested in pursuing and can be provided Self Employment Kits during second camps. The composition of kits and categories of kits which can be provided will be finalized in consultation with the SSEPD Dept. by the concerned DSSOs before procurement.

SUPPORT FOR COMPLICATED SURGERIES & SMART APPLIANCES

A number of PwDs are approaching for support for classified and complicated surgeries such as Cochlear Implant surgery; retinal replacement and such other specific and classified surgeries as well as fabrication and fitment of smart appliances including myoelectrical hands, modernized AK/ BK prosthesis; motorized tricycles & wheel chairs, laser cane etc. Presently no such assistance or support is available even to most deserving cases.

Applications for such surgeries and appliances may be duly recommended to the Director, SSEPD by the concerned Collectors for consideration. The SSEPD Dept. may consider supporting few cases every year through a selection committee formed for the purpose on case to case basis subject to availability of funds.

SCHOLARSHIP FOR CHILDREN OF PwDs PURSUING HIGHER EDUCATION

The persons with disabilities from lower income group are facing difficulties in their livelihood and not able to give proper education to their children. The Govt. after careful consideration

decided that children of PwDs with annual family income below ` 1, 20,000/- pursuing higher education after class 10th standard shall be assisted with education scholarship.

a) Scholarship

1. The students desirous to avail the scholarship shall submit applications in prescribed format to the DSSO with certification/ recommendation by head of the educational institutions.
2. Under this scheme students so eligible will get scholarship @ Rs. 1,000/- PM for a maximum period of 10 months in an academic year. The students availing scholarship from either the Central or State Govt. under any other scheme shall not be considered.
3. The DSSOs will scrutinize the applications and shall submit requirement of funds before the Director, SSEPD by end of September. After receipt of the funds DSSOs will remit the scholarship to the accounts of the students with the approval of Collector.
4. The scholarship required will be remitted in advance for one year in question and roll over to the next academic session.
5. The utilization certificate on the expenditure shall be submitted by the DSSO along with proof of remittance with due counter signature of Collector to the Director, SSEPD by 28th February of each year.
6. Efforts should be given to utilize funds in the same year. In exigencies the undisbursed balance amount should be rolled over for next year payment and shall be utilized first.

b) Eligibility:

For the purpose of award of scholarship under the scheme, applications can be submitted subject to fulfilling the following conditions.

1. The applicants must be bona fide resident of Orissa.
2. The applicant should be a regular student of recognized educational institutions.

3. The applicant shall have family income of not more than ` 1, 20,000/- per annum.
4. The applicant is not receiving any financial assistance from State Govt./ Central Govt. under any other scheme.

c) Modus of allocation/ sanction / disbursement of scholarship

1. The students desiring to avail the scholarship will submit an application as given in the **Annexure D** through the head of institutions immediately after taking admission.
2. The head of institution on receipt of such applications will verify the information given therein with reference to records available, and recommend for sanction to concerned DSSO.
3. On the receipt of all such recommended applications, the concerned DSSOs will scrutinize the applications and get those sanctioned from the Collector as per rules and procedures.
4. DSSO, as the case may be, after sanctioning the scholarship, will place Block and ULB wise requirement of funds to Director, SSEPD by 15th of October under intimation to the Collector concerned.
5. After sanction of the scholarship amount, the DSSO /head of the institution will ensure that bank account is opened in the name of the candidate in case the candidate is 18 years of age or above, or a joint account in the name of father / mother/ guardian of the candidates in case the candidate is below 18 years.
6. The District Social Security Officer (DSSO) will see that such requirement reaches him / her by the given date line.
7. After receipt of requirement from the DSSO, the Director, SSEPD will release funds in first allotment to the DSSOs by the end of November & he/she will remit the fund to concern students directly.
8. After disbursement, the DSSOs will submit consolidated UCs to the Director, SSEPD by the 31st March with due countersignature of the Collector.
9. The scholarship will be payable from the month of admission up to end of the academic session including the month of examination subject to maximum of 10 months in an academic year.
10. For continued absence for a period not exceeding three months, the scholarship shall be paid in full, provided that the absence was on account of health ground. In case of

continuous prolonged absence without justified reasons, the DSSO concerned shall take a decision after giving an inquiry for merits of the case.

11. The DSSOs will maintain register of students including information on passing out from the course followed with certification and shall submit details thereof in form of soft copy and hard copy to the Director, SSEPD for records.

ORGANIZATION OF JOB FAIRS FOR PwDs

With the improvement of facilities of education and training many PwDs are able to complete higher education and training in different trades. Due to want of adequate publicity and taboos about PwDs many of them could not be able to avail the opportunities of getting into jobs both in Govt., Corporate and other private sectors. Further, many of the employers are even unaware about productivity and capability of PwDs even in many avenues they are more productive than the normal persons.

To reduce unemployment rate among the educated and trained PwDs the scheme provides scope for organization of job fairs within the state through SIDR/ DDRCs, district administration, govt. agencies or in collaboration with different NGOs working for the PwDs and manpower/ service providers. These job fairs will provide scope for both employers and eligible PwDs to interact in the fairs. Further, the PwDs will be facilitated through these fairs for on job training, induction training and get employment. The programmes under the head include:

- a) Career counseling & guidance
- b) Support for on the job training up to maximum period of three months
- c) Induction training not exceeding 3-7 days
- d) Employment facilitation
- e) Post placement follow-up & guidance

Details of proposals for each fair should be submitted along with location, activity plans, details of employers to participate, number of PwDs to participate, timeline and budgetary requirements etc. to the SSEPD Dept. for consideration and approval. The Dept. reserves the right of approving/ rejecting such proposals or even may allow some/ all components of programmes. Participatory mode programmes will be considered on priority basis. In case of each approved programmes reports along with utilization must be submitted to the Dept. as prescribed.

EQUIPPED MOBILE VANS FOR REHABILITATION SERVICES

Identification of PwDs is being taken up regularly at the district and block headquarters through different programmes, but a number of PwDs spread over remote villages and panchyats due to severity of disabilities, lack of support for mobility and even poverty could not be able to move to camp sites. Secondly, the PwDs requiring guidance, therapeutic help,

aids and appliances, information on schemes and programmes, forms for scholarship, pension etc. could not get the same. On the other hand the rehabilitation teams due to lack of mobility and problems of taking testing and therapeutic equipments to the villages could not provide basic services to the PwDs. This situation has affected prevention and reduction in degree of disabilities and the PwDs particularly of remote villages and panchayats continuing to suffer without care and support.

The scheme envisages providing equipped mobile vans called “KHYAMATA EXPRESS” with equipment for assessment, therapies, awareness materials etc. to address the issue. The DDRCs and NGOs working for the PwDs will be assisted under the programme. The SSEPD Dept. may support for the entire cost or raise supports of corporate houses/ Govt. corporations etc. to support this endeavour. Ceiling under the programme include:

Sl.	Heads of expenses	Ceiling (in lakhs)
1	Mobile Van with modification	14.00
2	Assessment, therapeutic & IEC equipment	23.00
3	Recurring Cost	18.00

STRENGTHENING SHGs OF PwDs (MISSION KHYAMATA)

Mission Khyamata is a programme of promoting Self Help Groups (SHGs) of PwDs which is in operation for nearly a decade. But till date none of the SHGs formed are either sensitized or capacitated to operate successfully and achieve the expected results. This has become a discouraging score for the SHGs of PwDs and ultimately effective socio- economic development of the members. The SHGs duly constituted and registered with DSSOs will be supported with one time assistance of ` 10,000/- for initial activity support and start-up capital.

The programme envisaged to promote such SHGs formed through skill upgradation, entrepreneurship development training, book keeping and accounting, knowledge of market and some basic skills about activity etc. DDRCs/ NGOs / Voluntary Agencies / Development Agencies/ ITIs and RUDSETI type institutions/ capable agencies with good track record and professional competence to successfully implement such training. The training institution so selected must have barrier free arrangements and disabled friendly arrangements for training.

Details of proposals for each programme should be submitted along with location, activity plans, number of PwDs to participate, timeline and budgetary requirements etc. to the SSEPD Dept. for consideration and approval. The Dept. reserves the right of approving/rejecting such proposals. Participatory mode programmes will be considered on priority basis. In case of each approved programmes reports along with utilization must be submitted to the Dept. as prescribed.

SKILL UPGRADATION TRAINING FOR PwDs

Skill Development, in any domain specific demand led skill training activity leading to employment or any outcome oriented activity that enables a PwD to acquire a skill, which enables him/ her to get wage/self-employment leading to increased earnings, and/or improved working conditions, such as getting formal certification for hitherto informal skills, and/or moving from informal to formal sector jobs or pursue higher education/training. Soft skills (which would include computer literacy, language and workplace inter-personal skills relevant for the sector/trade) would be an integral part of the skills training process and must be suitably integrated into the course modules. All Skill Development courses offered under the scheme framework must conform to the standards prescribed under National Skill Qualification Framework (NSQF) and shall normally between 150 – 300 hours.

Funding under skill development schemes is available for either of the following:

- a) Capital expenditure for creation/up gradation of infrastructure for skill development training.
- b) Recurring cost of training individual trainees including post-placement costs.
- c) Support for boarding & lodging in case of residential training and/or transportation cost for non-residential students.

Budgetary Provisions:

- a) Base cost @ ` 33/- per hour of training. The hourly rates shall be inclusive of cost components such as i) Mobilization of candidates, ii) Post-placement tracking/monitoring, iii) Curriculum, iv) Placement expenses, v) Trainers' training, vi) Equipment, vii) Amortization of infrastructure costs/ utilities, viii) Teaching Aid, ix) Raw material, and x) Salary of trainers.
- b) To and fro transport cost as per actuals, subject to a maximum of ` 5,000/- per trainee, maybe payable.

- c) Boarding & Lodging Costs up to a maximum per trainee per day @ ` 175/- for rural areas and @ ` 200/- for urban local bodies will be reimbursed.
- d) Upon successful completion of non-residential skill training programmes, and after certification, all Persons will be reimbursed the cost incurred in travelling to and from the training centre subject to maximum of @ ` 1,000/- pm.
- e) In order to enable the newly skilled PwDs to settle into their jobs/ vocations under wage employment, post placement support would be provided directly to the candidate @ ` 1,500/- per month for maximum of two months.

Details of proposals for each programme should be submitted along with location, activity plans, number of PwDs to participate, timeline and budgetary requirements etc. to the SSEPD Dept. for consideration and approval. The Dept. reserves the right of approving/rejecting such proposals. Participatory mode programmes will be considered on priority basis. In case of each approved programmes reports along with utilization must be submitted to the Dept. as prescribed.

COMMUNITY BASED REHABILITATION (CBR)

The objective of this project is to rehabilitate and train disabled individuals and integrate them into their communities. The focus is on partnership between the disabled persons, families, community, rehabilitation and health professionals to provide needed services in a non-institutional setting, in an environment where services for disabled persons are seriously limited or absent. These projects are particularly relevant in rural areas

In community based programmes the disabled person, the family, the community, and health professionals collaborate to provide needed services in a non-institutional setting, in an environment where services for disabled persons are seriously limited or totally absent. In this context, these programmes are appropriate in addressing the needs of the disabled especially in the rural settings. Its essential feature is its focus on partnership and community participation. Introducing rehabilitation services at a local or community level removes many obstacles to care, which are associated with institutions. The difficulty of travel and its expenses are eliminated or reduced to a minimum. The individual is not isolated from the community; family members and community volunteers are part of the rehabilitative process. All participants can see what the disabled person has achieved. This can help integrate the person into the community, which is prepared to value the unique contribution, which the person is able to make.

a) Objectives:

1. Community Based Rehabilitation recognizes the need to work for equality of status and opportunities for the disabled.
2. To rehabilitate and train disabled individuals, as well as to find ways to integrate them into their communities.
3. The objective is to bring the physically and mentally challenged into the mainstream of life and help them in their effort of becoming self sufficient and active members of society.
4. Integral to this approach is the participation of community members with the focus for training a new corps of health and social workers.

b) Project Cost:

The cost for the various components of the CBR programme illustrated below. While these cost heads are suggestive, it may be borne in mind that the size of the CBR project would depend upon the location of the project being implemented. Approaches to the implementation of CBR could vary and are largely determined by a variety of social and demographic factors.

c) Assistance Admissible:

Sl. No.	Cost Item	No. of Post/item (Recurring Honorarium)	Item Cost in Rs.
1	Project Coordinator	One (MSW/ MDRA or equivalent)	` 15,000 P. M.
2	Rural Rehabilitation Volunteers	Ratio:2 for each Gram Panchayat 1 male and 1 female	` 1,000 P.M. plus ` 500 P.M. as TA
3	CBR Personnel or MRWs	One Multi Rehabilitation Workers for each GP	` 6,000 P. M.
4	Social Worker	One Social Worker for 5 GPs	` 10,000 P. M.
5	Rehabilitation Professionals (Psychologist/ Audiologist/ PO Tech./ Therapist/ Mobility etc.)	On call for special requirements	@ ` 700 per visit
6	Vocational Instructor (See note below)	Matriculation/ equivalent & Diploma / Certificate in relevant trade	` 6,000 P. M.
7	Administrative Expenses	10% of project cost	-

NOTES:

1. The CBR programme will utilize the services of Bharat Nirman Volunteers (BNVs) wherever available in the position of Rural Rehabilitation Volunteers.

2. The post of Vocational Instructor will be provided for only if the project specifically envisages a vocational training component. The expenses of training would be the same as for other programmes. Keeping in mind the fact that the implementation of the CBR programmes involves a lot of traveling, expenses on travel, may be accepted at twice the rates suggested for other programmes.
3. Whenever a motorbike or a bicycle is proposed to be provided to the CBR worker, the traveling expenses will be paid only if no POL charges are given to the worker. The personnel in CBR programme must be trained rehabilitation workers. Experience will also be taken into account. The services of specialists may be obtained through networking with regular programs providing such services.

Details of proposals for each programme should be submitted along with location, activity plans, number of PwDs to participate, timeline and budgetary requirements etc. to the SSEPD Dept. for consideration and approval. The Dept. reserves the right of approving/ rejecting such proposals. In case of each approved programmes reports along with utilization must be submitted to the Dept. as prescribed.

SENSITIZATION OF GOVT. EMPLOYEES ON DISABILITY ISSUES

Disability is a cross cutting issue for many line departments and a number of officers and staff of SSEPD and other departments are involved in providing different services to the PwDs. Many of such employees due to lack of adequate basic knowledge and information of problems and issues concerning disabilities are unable to handle the matters relating to PwDs. To address the issue special provision has been made to sensitize Govt. officials, NGO heads, corporate managers and such other officials on issues concerning disabilities.

Details of proposals for each programme should be submitted along with location, activity plans, timeline and budgetary requirements etc. to the SSEPD Dept. for consideration and approval. The Dept. reserves the right of approving/ rejecting such proposals or even may allow some/ all components of programmes. Participatory mode programmes will be considered on priority basis. In case of each approved programmes reports along with utilization must be submitted to the Dept. as prescribed.

COMMUNITY COMMUNICATION PROGRAMMES (IEC)

Services and infrastructure for rehabilitation of PwDs are rapidly increasing and institutions in govt., NGO and even corporate sectors are coming forward to work for the PwDs. But due to want of proper information on availability of services for them a major section of PwDs are unable to take the benefit of those available services. To sensitize the PwDs and their families on services, schemes and programmes available for them. Under this head following activities will be admissible:

- f) IEC material preparation (print/ electronic)

- g) Organization of fairs/ festivals
- h) Publication of magazines/ news letters
- i) TV/ Radio/ Print media publicity
- j) Cultural shows/ street plays
- k) Community level meetings/ campaigns
- l) Events for PwDs (sports/cultural)
- m) Such other awareness activities

Details of proposals for each activity should be submitted along with location, activity plans, timeline and budgetary requirements etc. to the SSEPD Dept. for consideration and approval. The Dept. reserves the right of approving/ rejecting such proposals or even may allow some/ all components of programmes. Participatory mode programmes will be considered on priority basis. In case of each approved programmes reports along with utilization must be submitted to the Dept. as prescribed.

LEGAL LITERACY, COUNSELING & LEGAL AID

PwDs are often unaware about legislative provisions, deprived off from natural justice due to disability and are left to the solitude forcing them to live in abject poverty and despair. "The legal aid means providing an arrangement in the society so that the missionary of administration of justice becomes easily accessible and is not out of reach of those who have to resort to it for enforcement of its given to them by law, the poor and illiterate should be able to approach the courts and their ignorance and poverty should not be an impediment in the way of their obtaining justice from the courts. Legal aid should be available to the poor and illiterate, who don't have access to courts. One need not be a litigant to seek aid by means of legal aid." PwDs who qualify for disability benefits to which they are entitled, legal aid is to be made available to them as part of constitutional obligation, appropriate counseling and guidance and support for securing justice to ensure equality before law and a legal system which promotes justice on a basis of equal opportunity to all. Under this activity support for legal literacy, counseling and free legal advices as well as support for basic court expenses are covered.

Details of proposals for each activity should be submitted along with location, activity plans, timeline and budgetary requirements etc. to the SSEPD Dept. for consideration and approval. The Dept. reserves the right of approving/ rejecting such proposals or even may allow some/ all components of programmes. Participatory mode programmes will be considered on priority basis. In case of each approved programmes reports along with utilization must be submitted to the Dept. as prescribed.

BUDGET PROVISION & UTILIZATION

The Collectors concerned should place the estimated budget requirement for their respective districts, subject to ceiling under each activity well in advance to the SSEPD Dept. for release of funds. In case of NGOs the application/ request for funds shall be submitted to the SSEPD Dept. in prescribed proforma enclosed in **Annexure- G** along with support documents.

Proper records of beneficiaries, the acknowledgement of receipt of appliances by them, the tender procedure followed etc should be maintained as per govt. financial procedures. Utilization Certificates for the programme/ project should be sent to the Director SSEPD by 31st March of the ongoing financial year. Similarly the NGOs shall submit utilization certificate (**Annexure-H**), audited statement and report cards along with such other documents as may be asked for. All soft copies must be sent to the Director, SSEPD at ssepsec.od@nic.in within one month of completion of programme/ activity.

GENERAL PRINCIPLE

The SSEPD Dept. reserves the authority to issue directions, make modifications in the guideline and annulment or cancellation of scheme and competent to issue advisories and clarifications on the guideline.

Annexure – A

DATA SHEET FOR DOCUMENTATION

1. PERSONAL

District_____Block_____Grampanchayat_____

Regn. No _____

Name_____

Father/Husband_____

Age/ DOB_____ Sex Male/Female Caste SC/ ST/ OBC/ GC

Educational Status/Qualification_____Employment/Education

Details_____Hamlet_____Rev. Village

_____Po_____AnnualIncome_____Source_____

_____BPL/ APL No_____

2. DISABILITY

Disability Category_ OH/ VH/ HH/ MR/ MI/ Multiple/ Autism/ CP

Nature_ Permanent/ Temporary

Diagnosis_____

Percentage_____

3. SERVICES

	Service category	Availed earlier	Availing today	To avail in future
1	Disability Certificate			
2	ID Card			

3	Pass Book			
4	Income Certificate			
5	Aids/Appliances (Specify)			
6	Bus/Rail Concession			
7	Vocational/Skill Training Need (Specify).....			
8	Employment Need (Specify)			
9	Self-Employment Need (Specify)			
10	Disability Pension			
11	Others (Specify)			

(* Tick appropriate Box)

Signature of PWD

Signature of OIC

Date_

ଫର୍ମ-୧
ଭିନ୍ନସମ ପ୍ରମାଣପତ୍ର ପାଇଁ ଦରଖାସ୍ତ ଫର୍ମ
(ଧାରା ୩ ଅନୁସାରେ)

୧. ନାମ : _____
୨. କ) ପିତାଙ୍କ ନାମ : _____
ଖ) ମାତାଙ୍କ ନାମ : _____
୩. ଜନ୍ମ ତାରିଖ : _____
(ତାରିଖ) (ମାସ) (ବର୍ଷ)
୪. ଆବେଦନ ସମୟକୁ ବୟସ : _____ (ବର୍ଷ)
୫. ଲିଙ୍ଗ : ପୁରୁଷ/ମହିଳା
୬. ଠିକଣା : _____
କ) ସ୍ଥାୟୀ ଠିକଣା : _____
ଖ) ବର୍ତ୍ତମାନ ଠିକଣା : _____
ଗ) ବର୍ତ୍ତମାନ ଠିକଣାରେ
କେବେଠାରୁ ରହୁଛନ୍ତି
୭. ଶିକ୍ଷାଗତ ଯୋଗ୍ୟତା (କ) ସ୍ନାତକୋତ୍ତର (ଖ) ସ୍ନାତକ (ଗ) ଦ୍ଵିତୀୟା
(ଦୟାକରି ଠିକ୍ ଚିହ୍ନ ଦିଅନ୍ତୁ) (ଘ) ଉଚ୍ଚ ମାଧ୍ୟମିକ (ଙ) ମାଧ୍ୟମିକ (ଚ) ମଧ୍ୟ ଇଂରାଜୀ
(ଛ) ପ୍ରାଥମିକ (ଜ) ସ୍ଵାକ୍ଷର (ଝ) ନିରକ୍ଷର
୮. ବୃତ୍ତି : _____
୯. ଦେହରେ ଚିହ୍ନଟ ସଙ୍କେତ : (କ) _____
(ଖ) _____
୧୦. କେଉଁ ପ୍ରକାର ଭିନ୍ନସମ ଅଟନ୍ତି ? : (କ) ଶାରୀରିକ (ଖ) ଶ୍ରବଣ ଓ ବାକ୍ ଶକ୍ତି (ଗ) ଦୃଷ୍ଟି
(ଦୟାକରି ଠିକ୍ ଚିହ୍ନ ଦିଅନ୍ତୁ) (ଘ) ମାନସିକ (ଙ) ପ୍ରମତ୍ତ୍ଵିତ୍ଵ ପକ୍ଷାତୀତ (ଚ) ସ୍ଵପରାୟଣତା
(ଛ) ବିବିଧ ଭିନ୍ନସମ (ଜ) ଅନ୍ୟାନ୍ୟ
୧୧. କେବେଠାରୁ ଭିନ୍ନସମତାର ଶିକାର : (କ) ଜନ୍ମ ସମୟରୁ (ଖ) _____ ବର୍ଷଠାରୁ ହୋଇଛନ୍ତି ?
୧୨. (କ) ପୂର୍ବରୁ ଭିନ୍ନସମ ପ୍ରମାଣପତ୍ର :
ପାଇଁ ଆବେଦନ କରିଥିଲେ କି ? : ହଁ / ନାହିଁ
(ଖ) ଯଦି ହଁ ସବିଶେଷ ବିବରଣୀ
ଉଲ୍ଲେଖ କରନ୍ତୁ

୧-କେଉଁ ଜିଲ୍ଲା ଏବଂ କେଉଁ ଅଧିକାରୀଙ୍କ
ପାଖରେ ଆବେଦନ କରିଥିଲେ ?

୨-ଉଚ୍ଚ ଆବେଦନର ପଳାପଳ

୧୩. ପୂର୍ବରୁ କେବେ ଭିନ୍ନସମ ପ୍ରମାଣ : ହଁ / ନାହିଁ
ପତ୍ର ପାଇଛନ୍ତି କି ? ଯଦି ହଁ ଉଚ୍ଚ
ପ୍ରମାଣ ପତ୍ରର ଅବିକଳ ନକଲ
ସଂଲଗ୍ନ କରନ୍ତୁ।

ଘୋଷଣାନାମା

ଏତଦ୍ୱାରା ମୁଁ ଘୋଷଣା କରୁଅଛିକି ମୋର ଜ୍ଞାନ ଏବଂ ବିଶ୍ୱାସରେ ମୁଁ ଦେଇଥିବା ଉପରୋକ୍ତ ପ୍ରତ୍ୟେକ ବିବରଣୀ ସତ୍ୟ ଅଟେ ଏବଂ
ମୁଁ କୌଣସି ତଥ୍ୟ ଲୁଚାଇ ନାହିଁ କିମ୍ବା ମିଥ୍ୟା ବିବୃତ୍ତି ପ୍ରଦାନ କରିନାହିଁ । ଅଧିକରୁ ଯଦି ଆବେଦନ ପତ୍ରରେ କୌଣସି ଦୂର୍ଘଟି ପରିଲକ୍ଷିତ ହୁଏ ଏହି
ପ୍ରମାଣ ପତ୍ର କରିଆରେ ମୁଁ ପାଇଥିବା ସମସ୍ତ ସୁବିଧା ସୁଯୋଗ ପ୍ରତ୍ୟାହାର ହେବା ସହିତ ଆଇନ ଅନୁସାରେ ଦଣ୍ଡିତ ହେବାକୁ ବାଧ୍ୟ ହେବି ।

ତାରିଖ _____

ସ୍ଥାନ _____

(ଭିନ୍ନସମ ବ୍ୟକ୍ତିଙ୍କର କିମ୍ବା ମାନସିକ ସ୍ୱପରାୟଣତା, ପ୍ରମତ୍ତିତ୍ୱ
ପକ୍ଷାଘାତ ଏବଂ ବହୁମୁଖି ଭିନ୍ନସମ ବ୍ୟକ୍ତିଙ୍କର କ୍ଷେତ୍ରରେ ସେମାନଙ୍କ
ଅଭିଭାବକଙ୍କର ସ୍ୱାକ୍ଷର କିମ୍ବା ବାମ ବୃକ୍ଷାଙ୍କୁଷ୍ଟ ଚିହ୍ନ)

ସଂଲଗ୍ନ କରନ୍ତୁ :

୧. ପୂର୍ବପ୍ରାପ୍ତ ଭିନ୍ନସମ ପ୍ରମାଣ ପତ୍ରର : ସଂଲଗ୍ନ କରାଗଲା
ଅବିକଳ ନକଲ (ଆବଶ୍ୟକ ସ୍ଥଳେ) ଆବଶ୍ୟକ ନାହିଁ

୨. ବାସସ୍ଥାନର ପ୍ରମାଣ : (କ) ପଢ଼ିକାର୍ଡ୍
(ଦୟାକରି ଠିକ୍ ଚିହ୍ନ ଦିଅନ୍ତୁ)

(ଖ) ଭୋଟର ପରିଚୟ ପତ୍ର

(ଗ) ଚାଳକ ଅନୁମତି ପତ୍ର

(ଘ) ବ୍ୟାଙ୍କ ପାସ୍ ବହି

(ଙ) ପ୍ୟାନ କାର୍ଡ୍

(ଚ) ପାସପୋର୍ଟ

(ଛ) ଠିକଣା ଦର୍ଶାଉଥିବା ଟେଲିଫୋନ, ବିଦ୍ୟୁତ୍, ଜଳ କିମ୍ବା ଅନ୍ୟ କୌଣସି
ରସିଦ୍

(ଜ) ପଞ୍ଚାୟତ, ମ୍ୟୁନିସିପାଲିଟି, ସ୍ଥାୟୀ ସେନାନିବାସ ବୋର୍ଡ୍, ଗେଜେଟେଡ୍
ଅଧିକାରୀ କିମ୍ବା ସରକାରୀ ବିଦ୍ୟାଳୟର ପ୍ରଧାନ ଶିକ୍ଷକଙ୍କ ଦ୍ୱାରା ପ୍ରଦାନ
କରାଯାଇଥିବା ବାସଗୃହ ପ୍ରମାଣ ପତ୍ର

(ଝ) ଭିନ୍ନସମ, ଅନାଥ କିମ୍ବା ମାନସିକ ମାନକର ଆବାସିକ ଅନୁଷ୍ଠାନର ଅତ୍ତେବାସୀ
ହୋଇଥିଲେ ସଂସ୍କାର ମୁଖ୍ୟଙ୍କ ଠାରୁ ପ୍ରମାଣ ପତ୍ର

୩. ଦୁଇଗୋଟି ସଂପ୍ରତିକ : ସଂଲଗ୍ନ କରାଗଲା

ପାସପୋର୍ଟ ପଟ୍ଟା : ସଂଲଗ୍ନ କରାଯାଇନାହିଁ

(କେବଳ ଦସ୍ତର ଦ୍ୱାରା ବ୍ୟବହାର ପାଇଁ)

ତାରିଖ _____

ସ୍ଥାନ _____

ପ୍ରମାଣପତ୍ର ପ୍ରଦାନ କରୁଥିବା ଅଧିକାରୀଙ୍କର ସ୍ୱାକ୍ଷର

AIDS & APPLIANCES REIMBURSEMENT FORM

1. Regd. Number and Date :
2. Work Order Number :
3. Name of the Patient/ PwD :
4. AADHAR Number :
- Age/ Sex :
5. Monthly Income (person/ family) :
6. Permanent Address :
7. Present Address :
8. Diagnosis :
9. Appliances Prescribed :
10. Date of Delivery :
11. Cost of Aids/ Appliances :
12. Subsidy Allowed :

Signature of Rehabilitation Professional

Undertaking from PwD/ Parent/ Guardian

I solemnly declare that, I have not obtained any Aids/ Appliances from any other agency during last three years and will keep it for bonafied use by myself/ my son/ my daughter. Further, I declare that I have received this aids/ appliance in good condition and free of cost/ 50% subsidy/ full payment.

Approved By

Signature/ LTI of PwD/ Parent/ Guardian

Officer –in- Charge

**APPLICATION FOR AWARD OF SCHOLARSHIP TO
CHILDREN OF PERSONS WITH DISABILITIES
(for education after 10th standard)**

1. Name of the Candidate :
(As in Matriculation certificate/
school records)
2. Address :
3. Date of Birth/ Sex :
4. Father's name, disability category :
and percentage (enclose father's
disability certificate copy)
5. Family Income per annum (please :
enclose Income Certificate)
6. Details of last examination :
passed (enclose mark sheet and
certificate thereof)
7. Course/ Class of education for :
which scholarship applied for
(academic session, duration, & date
of admission)
8. Name and address of the :
institution where course is
under-taken
9. Whether hosteller or a day :
scholar please specify
10. Details of Scholarship / Stipend / :
financial assistance being
received for the same course (if
any)
11. Any other information applicant :
wishes to provide

Affix Passport size
photograph duly
attested by the
head of the
institution

I hereby declare that information provided above is true to the best of my knowledge and I am aware that providing wrong information will make me liable to legal action and recovery of scholarship amount.

Date:

Name & Signature of the applicant

Place:

Name & Signature of Parent/ Guardian

(TO BE FILLED IN BY INSTITUTION)

Recommendation of the institution

(only one application per student is to be recommended)

1. Certified that Shri/Kum./Smt. _____ is studying course of _____ which is (please tick the relevant or specify) Diploma / Degree / PG level study / any other (please specify _____) and is presently studying in - (Tick whichever is applicable)

I Year	II Year	III Year	IV Year
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The duration of the course is _____

2. The information furnished above by the student is in order and correct as per records of the Institution.
3. The student is receiving scholarship / financial aid / stipend from _____ / not receiving any scholarship / financial aid / stipend from any other source as per records of the Institute
4. General conduct of the student is satisfactory/ unsatisfactory (please strike out whichever is not applicable)

Signature & Name of Head of Institution / Registrar / Dean

Date: _____

Place: _____

Seal of the Institution

Certified that the applicant is not receiving any financial assistance from state Govt./ central Govt. under any other scheme

Place: _____

Signature of Block Development Officer/
Executive Officer NAC/ Municipality

Date: _____

LIST OF BENEFICIARIES SUPPLIED WITH AIDS AND APPLIANCES

Sl. No.	Name of the PwD	Age/ Sex	Father/ Husband's Name	Village/ Locality	GP/ Ward	Block/ ULB	Diagnosis	Type of Aid Given	Date of Delivery	Cost of Aids	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

BLOCK/ ULB LEVEL REGISTER OF PwDs FOR SAMARTHYA SIBIR

Name of Block:

Date of Sibir:

Place:

Sl. No.	Name of the PwDs & Father / Husband Name	Address with Hamlet/ Revenue Village and Grampanchayat	Age/Sex	Caste/ Category	Education	Disability Category	Diagnosis	Nature & Percentage	Present Status of beneficiary (Mention Services already availed)	Rehabilitation Plan Suggested
1	2	3	4	5	6	7	8	9	10	11

Form of Application for Grant –in-Aid to NGOs/ VOs

1. Financial Year for which Grant –in- Aid Requested for :
2. Project for which grant –in- aid applied for (enclose detail project proposal & beneficiary list) :
3. Amount of grant-in-aid applied for (enclose detailed estimate) :
4. Name & complete address of managing organization (PIN Code, Phone, Fax, website, Email etc.) :
5. Date of Establishment :
6. Registration Details (Act under which registered with no. & date) (enclose copies of certificates & Byelaws) :
7. If registered under FCR Act, registration number, date & validity period (Enclose copy) :
8. Registration under Income Tax Act 1961 (PAN number, 12 AA, 80G etc.) (Enclose copies) :
9. Registration under PWD Act 1995 and NTMR Act 1999 (enclose copies) :
10. Details of Governing Body/ Managing Committee of the Organization (in the format) :
11. Financial status of the organization (enclose auditor’s report & balance sheet with IT return certificate for last 3 years.) :
12. Whether separate project -wise accounts have been maintained for grants sanctioned earlier? :

S. No.	Name & Address	Occupation	Tel. No.	Educational Qualification

13. Whether principle of joint operation of Bank Accounts is being followed? :

14. Details of assets of the organization (in format) :

Sl.	Items	No. of Units	Value
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15. List of available professional staff with RCI registration number :

Sl.	Name & Address	Qualification	RCI Registration Number
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16. Activities/ programmes of the organization (please enclose latest annual report) :

17. Projects/ programmes under implementation (in format) :

Sl.	Project Name	Location	Beneficiaries (category & no.)	Project cost
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18. Weather the organization is ever black listed or charge sheeted by any authorities? If yes details thereof. :

19. Details of Bank Account (with branch address, account number, IFSC/ RTGS code etc.) :

20. Name and address of contact person with mobile & email address :

21. Utilization Certificate in respect of last year's GIA submitted or not. Enclose a copy of the same.

22. Any other (specify) :

Date:

**Signature of
Secretary/ President with Seal**

FORM O.G.F.R. 7 A

(See Rule 172)

Form of "Utilization Certificate for the Year _____

I hereby certify that the grant placed at my disposal/at the disposal of in the year,.....and the amount available for expenditure during the said year were as follows :—

- I. (a) Unspent balance at the end of the year : Rs.
- (b) Grant received during the year of : Rs.
 Quote the number and date of authorization issued by Accountant-General, Odisha. Whenever it is dependent on such authority and in other cases only the number and date of sanction and designation of sanctioning authority.
 (F. D. Memo. No. 30007-(144) F-, dard the 2?th July, 1962)
- Total** : Rs.
- II. Expenditure during the year
- (i) Out of unspent Balance as in 1 (a) above : Rs.
- (ii) Out of the grant referred to in 1 (b) above : Rs.
- Total** : Rs.
- III. unspent balance at the end of the year Rs.

2. I further certify that the expenditure of Rs..... shown as expenditure in the year has been expended solely on under my charge within the Jurisdiction of and for no other purpose and that the sum of Rs. (.....,.....) shown as balance at the end of the year. is available for expenditure and no part or it has been diverted to other purposes.

Contd....p/2

// 2 //

3. I further certify that a list of works on which the expenditure Rs. has been incurred and the amount spent on each has been prepared and maintained in my office
..... in the office of the;,,.....;

Dated, the

Chairman/President/ Secretary of

Dated, the

DISTRICT OFFICER

Dated, the

HEAD OF THE DEPARTMENT

BHIMA BHOI BHINNAKSHYAMA SAMARTHYA ABHIYAN (BBSA)
(An Integrated Initiative for Empowerment of Persons with Disabilities)

BUDGET for Financial Year 2017-18

Sl. No.	Programme Head	Unit/ Rate	Estimated Budget
1	Samarthya Sibir Abhiyan		
a)	Block/ ULB level Sibirs (Blocks- 314, Corporation (5x2 sibirs)- 10, Municipalities- 45)	369 nos. @ ` 120,000	4,42,80,000
b)	GP level Sibirs 3500 camps per annum	2000 nos. @ ` 10,000	3,50,00,000
	Sub-Total		6,42,80,000
2	Multipurpose Smart Card for PwDs for 10,00,000 PwDs per annum	1000000 @ ` 100	10,00,00,000
3	Supply & Fitting of Aids & Appliances to PwDs	369 block/ULB @ ` 5,00,000 per unit	18,45,00,000
4	Strengthening Aids & Appliances Fabrication Workshops	12 nos.	2,40,00,000
5	Assistance for Minor Surgeries to PwDs	5000 PwDs per annum	7,50,00,000
6	Supply of Self Employment Kit to PwDs	3000 units @ ` 10,000	3,00,00,000
7	Support for Complicated Surgeries & Smart Appliances	300 nos. per annum	2,50,00,000
8	Scholarship to Children of PwDs pursuing Higher Education	2000 students @ ` 10,000 per student	2,00,00,000
9	Organization of Job Fairs for PwDs	10 nos. @ ` 5,00,000 per fair	50,00,000
10	Equipped Mobile Vans for rehabilitation services	30 nos. @ ` 55,00,000 per unit	16,50,00,000
11	Strengthening SHGs of PwDs (Mission Khyamata)	10,000 SHGs per annum	35,00,00,000
12	Skill upgradation training for PwDs	30 programmes per annum	2,40,00,000
13	Community Based Rehabilitation (CBR) Programme	30 programmes	6,00,00,000
14	Sensitization of Govt. Employees on disability issues	40 programmes	80,00,000
15	Community Communication Programmes (IEC)	Lump sum	5,00,00,000
16	Legal Literacy, Counseling & Legal Aid	Lump sum	1,00,00,000
	Grand Total		120,97,80,000

