



TAMIL NADU CORPORATION FOR DEVELOPMENT OF WOMEN LTD.,

(A GOVERNMENT OF TAMIL NADU UNDERTAKING)

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Proceedings of the Managing Director, TNCDW

Present Tmt. Shreya P.Singh I.A.S

Executive Order

Sub: Undertaking maintenance of 50 parks in urban areas by the Self-Help Groups, with an estimated cost of Rs. 1 crore- Executive Order issued – Regarding.

Ref: **Announcement No 42(18)** made by the Honourable Minister for youth welfare and sports development- Announcement on the floor of Tamil Nadu Legislative Assembly on 26.03.2025 in the year 2025-26.

Order:

Tamil Nadu Corporation for development of women (TNCDW) is established for the empowerment of women to assist in upgrading socio economic status of women living in urban agglomeration Viz., Corporations, Municipalities and Town Panchayats through Tamil Nadu **Urban Livelihood Mission (TNULM)**.

In light of the announcement made by the Honourable Minister on the floor of the Assembly, this Executive Order is issued to initiate the execution of key programs under the Tamil Nadu Urban Livelihoods Mission (TNULM) for the financial year 2025-26.

Announcement:

In an effort to create a green environment, Self-Help Groups will undertake the maintenance of 50 parks in urban areas, with an estimated cost of Rs. 1 crore.

50 parks within the jurisdiction of the Urban Local Body will be taken up for maintenance to promote green environment and sustainable income opportunities for SHGs Under TNULM with an estimated cost of Rs. 1 crore.

பசுமையான சூழலை உருவாக்கும் முயற்சியில், நகர்ப்புறங்களில் 50 பூங்காக்களின் பராமரிப்பை சுய உதவிக்குழுக்கள் (SHGs) மேற்கொள்ளும், இதன் மதிப்பீட்டு செலவு ரூ.1கோடி ஆகும்.

Introduction

Access to clean and sustainable water is a fundamental human right crucial for ensuring the health, well-being, and prosperity of urban communities. Under Deendayal Antyodaya Yojana- National Urban Livelihoods Mission (DAY-NULM), urban Self-Help Groups (SHGs) have emerged as powerful instruments of social and economic change. These women, through their collective efforts and shared resources, have been actively participating in various livelihood activities, fostering empowerment, and contributing significantly to the overall socio-economic fabric of urban communities. They serve as change agents, demonstrating the transformative capacity of grassroots movements to reshape the urban environment and advance empowerment and inclusivity.

Preamble

Recognizing the vital role of women in economic development and the importance of providing sustainable livelihoods, the Government of Tamil Nadu has committed to empower urban poor members of women Self-Help Group (SHG) to enhance their economic opportunities. In pursuit of this objective, the Government has decided to engage women SHG members in maintenance of 50 public parks in urban area which will give additional income to them.

This initiative is aligned with the broader vision of improving income of urban women and is aimed at providing economic benefits. This Executive Order outlines the key details, implementation guidelines, and funding structure for the successful execution of this initiative.

Objective:

- The objectives of the initiatives are:
- To foster skills among SHG women related in maintenance of public parks.
- SHGs women will be engaged to enhance the management of public parks.

- To encourage a sense of ownership and responsibility among SHG women regarding water and clean environment.
- To raise community awareness about parks as lung space for clean environment.
- To ensure a strong community connection, SHG women will serve as environment warriors.
- To develop a cadre of social capital within SHGs, forming a network of support that can contribute to reducing urban poverty.
- To provide sustainable livelihoods to urban women SHG members by providing employment opportunity and engaging them in maintenance of public parks. This initiative will benefit 200 urban women SHG members, by empowering them economically and contributing to their upliftment.

Approach:

The goal of this convergence is to offer the AMRUT Mitras comprehensive, end-to-end support for active involvement of women in park maintenance. The initiative/convergence's implementation framework will incorporate multi-level cooperation and be participatory in nature.

These interventions aim to empower SHG women and leverage their community connections to drive effective implementation of AMRUT 2.0's objectives, particularly in the maintenance of public parks, while fostering a sense of ownership and sustainability within the communities they serve. The member of SHG will execute labour components of the works.

Directives:

The Project Directors are directed to take necessary steps for the prompt implementation of these initiatives through the District Mission Management Units (DMMUs) by identifying eligible SHGs for maintaining the identified parks during the current financial year.

Details of Initiatives:

1. Daily maintenance including, but not limited to:
 1. Maintain Cleanliness.
 2. Record keeping/inventory.
 3. Tree plantation and maintenance of vegetation.

4. Beautification works.
 5. Carry out wall paintings/graffiti showcasing methods of water conservations/local folklores related to water/AMRUT 2.0 related materials etc.
2. Financial Outlay: The estimated financial outlay for the entire initiative is Rs. 1.00 crore and will be implemented in the FY 2025-26.

Implementation Methodology:

1. Selection of SHGs:
 - a. SHG must be already registered with National Urban Livelihoods Mission (NULM) and follow Panchsutra* (5 cardinal principals- regular meetings, regular savings, internal lending, regular repayment, and book-keeping).
 - b. At least one member of the SHG should have basic education till 8th standard and digitally literate.
 - c. SHG group must have an active bank account in their name.
 - d. No criminal or anti-social track record.
 - e. SHGs with prior experience in water-based activities/ construction work will be preferred.
 - f. SHG working in the ward will be given preference for awarding of projects. The eligible and interested SHG members who are willing to be engaged in the maintenance of public parks will be selected and provided with necessary trainings.
2. The SHG members will be selected through concerned Area Level Federations.
3. MoU will be executed between SHG and concerned local body authorities.
4. Beneficiary Criteria: The SHG members selected should be women from Below Poverty Line (BPL) families.
5. The District Mission Management Units (DMMU) will facilitate appropriate training and will monitor the process jointly with Urban Local Bodies.

District wise list of Parks.

Details of Locations			
Sl. No	District	Corporation/ Municipality	Location of the Park
1	Coimbatore	Coimbatore	Park at Srinivasa Nagar
2			Park at Gandhi Ma Nagar
3			Park at Elango Nagar
4			Park at Hudco colony PSG
5			Park at Chitrambalam layout
6			Park at Anna park (Sornambika layout)
7			Park at Balu Garden
8			Park at Tex tool Colony
9			Park at Thendral and Anna Nagar
10			Park at Vidya Colony
11		Mettupalayam	Sakthi Nagar Park
12			Mani Nagar park
13		Gudalur Coimbatore	Lakshmi Nagar park
14	Chengalpattu	Tambaram	Mullai Nagar Parks and Ambal Nagar Park.
15			Ambal Nagar and SBI Colony parks.
16			Old Tambaram Pond Park.
17			VGN Daily cleaning and maintenance of parks.
18			Haritha Enclave Park.
19			Abdul Kalam Park.
20			Tamil Park street park Irumbuliyur.
21	Erode	Erode	Revenue Colony
22			Arul Velavan Nagar At W.No.5
23			Surya Nagar At W.No.3
24			Sampath Nagar (Near Ima Hall)
25			Co-Operative Colony
26			Telephone Nagar
27			Arul Velavan Nagar
28			Mgr Nagar
29			Villarasampatti Sun Garden
30			Senthamil Nagar
31			Laskshmi Garden Phase 3
32			Cheran Nagar (Railway Under Pass Near)
33			Muthampalayam Phase 2
34			Sendhur Nagar Park
35			Karuvilparai valasu Park
36		Gobichettipalayam	Min Nagar Park

37		Sathyamangalam	Rajiv Nagar Park
38		Sathyamangalam	Periyar Nagar park
39			Almadeena Nagar Park
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Financial Assistance:

The SHG members will be engage in maintenance of public parks, Nursery raising, grooming of plants, maintenance of playing area in the park and routine cleaning activities. The remuneration will be provided by concerned Urban Local Body under AMRUT MITRA 2.0 directly to the SHG account.

Implementation strategies

• Role of DMMU

1. The Project Directors of concerned District Mission Management Units (DMMUs) will select interested and eligible SHGs who are willing to be engaged in the maintenance of public park.
2. The DMMUs are to coordinate and ensure the remuneration is released to the SHG members in time through the concerned City Livelihood Centres.
3. Monitoring and Reporting: The District Mission Management Units will be required to submit regular progress reports on the execution of the initiative to the Managing Director, TNCDW.

- **Role of Urban Local Body**

1. Identification of parks to be maintained.
2. Entering on MoU with the selected SHG.
3. Mentoring the execution of the maintenance of the park.
4. Timely release of salary into the SHG bank account.
5. Distribution of equipment including broom, watering can, cutter etc.
6. Over coats and safety equipment.

- **Role of SHGs**

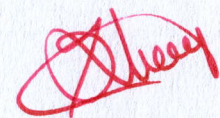
1. Grooming of plants
2. Proper removing of weeds
3. Watering of plants
4. Nursery raising
5. Maintenance of playing area in the park
6. Routine cleaning activities.

Timeline:

The implementation of this initiative must be completed by the end of the financial year 2025-26. The District Mission Management Units (DMMUs) are expected to adhere to the guidelines outlined in the AMRUT MIRTRA 2.0 Scheme by the Government of India.

Effective Date:

This Executive Order shall come into effect immediately, and all concerned are requested to initiate the execution process promptly. The District Mission Management Units are urged to ensure that maximum livelihood activities are provided to SHGs.



Managing Director
TNCDW



18/04
2025

Ministry of Housing and Urban Affairs
Government of India

AMRUT Mitra

“Women for Water, Water for Women”

1. Introduction

Access to clean and sustainable water is a fundamental human right crucial for ensuring the health, well-being, and prosperity of urban communities. Sustainable Development Goal 6.4 underscores the global commitment of enhancing water-use efficiency in all sectors, promoting responsible water withdrawals, and ensuring a continuous and sustainable supply of freshwater. The objective is to tackle the growing issue of water scarcity, aiming to significantly decrease the number of individuals affected by this challenge by the year 2030. Atal Mission for Rejuvenation and Urban Transformation 2.0 (AMRUT 2.0) has been launched to prioritize sustainable water management and to ensure 100% coverage of sewerage/septage management in AMRUT Cities.

Under Deendayal Antyodaya Yojana- National Urban Livelihoods Mission (DAY-NULM), urban Self-Help Groups (SHGs) have emerged as powerful instruments of social and economic change. These women, through their collective efforts and shared resources, have been actively participating in various livelihood activities, fostering empowerment, and contributing significantly to the overall socio-economic fabric of urban communities. They serve as change agents, demonstrating the transformative capacity of grassroots movements to reshape the urban environment and advance empowerment and inclusivity.

Recognizing the significance of water management, urban SHG women can play a vital role as **AMRUT Mitra-** in water demand management, water quality testing, water infrastructure operations, and other water sectoral projects. This initiative will uplift their socio-economic status as well as their quality of life.

2. Objective

The objectives of the initiatives are:

- 2.1 To foster skills among SHG women related to water management in their communities
- 2.2 SHGs women will be engaged to enhance the management of urban drinking water supply and provide better, consumer-friendly services directly to households
- 2.3 To create sustainable livelihood opportunities for SHG women from the water management projects
- 2.4 To encourage a sense of ownership and responsibility among SHG women regarding water infrastructure, guaranteeing its maintenance and sustainability
- 2.5 To raise community awareness about water conservation practices, encouraging responsible water use and sustainable management;
- 2.6 To monitor and evaluate the effectiveness of water management projects, promoting transparency and accountability;

2.7 To ensure a strong community connection, SHG women will serve as a bridge between consumers and water supply authorities at the ward level.

2.8 To develop a cadre of social capital within SHGs, forming a network of support that can contribute to reducing urban poverty.

3. Approach

The goal of this convergence is to offer the AMRUT Mitras comprehensive, end-to-end support for active involvement of women in water infrastructure and water related projects. The initiative/convergence's implementation framework will incorporate multi-level cooperation and be participatory in nature.

4. Framework for convergence- DAY-NULM and AMRUT

Identification of AMRUT Sectoral Projects

Based on the AMRUT 2.0 guidelines, below are suggestive technical and non-technical interventions involving AMRUT Mitra that align with the mission's objectives.

These interventions aim to empower SHG women and leverage their community connections to drive effective implementation of AMRUT 2.0's objectives, particularly in the water sector, while fostering a sense of ownership and sustainability within the communities they serve.

Note: 1. No subletting of work will be allowed under AMRUT Mitra projects/work allocated to the SHG. The member of the SHG will execute labour components of the works.

4.1. Technical works

4.1.1 Involvement in Water and Sewerage Infrastructure Operations and Maintenance

Enable SHG women to participate in operating and maintaining water infrastructure, emphasizing their roles in ensuring functional tap connections to all households, acting as a bridge between water supply agency and consumers.

- **Billing & Collection**
 - Meter reading
 - Bill generation (through POS machines) and distribution
 - Collection of charges
 - Collecting water user charges and property tax
- **Leak Detection & Plumbing Works**
 - Carry out repair works for water leakage in pipelines.
 - Carry out basic plumbing works.
- **Maintenance of Water Treatment Plants (WTPs)**
 - Water quality sampling (for smaller plants)
 - Outreach programs – Jan Adalat, addressing water issues and challenges.
 - Plant premises beautification/ cleaning/ gardening
- **Works at FSTPs (below the capacity of less than 1,000 KLD)**
 - Plant premises beautification/ cleaning/ gardening

- **Works of Pump-houses**
 - Visual inspection (meter functioning and detect visual leakages)

4.2 Non-technical works

4.2.1 Water Quality Testing

Empower SHG women with specialized training to test water quality, women will be able to ensure safer drinking water for households.

- **Community-Based Water Testing**
 - Conduct water quality tests at user end using Field Testing Kits
- **Institutional Water Testing**
 - SHGs to be utilized for sample collection by parastatal/ Govt agencies or departments for broad basing institutional water testing through certified labs

4.2.3 Maintenance of public parks and playgrounds

- Daily maintenance including, but not limited to:
 - Maintain cleanliness
 - Record keeping/ inventory
 - Tree plantation and maintenance of vegetation
 - Beautification works
 - Carry out wall paintings/ graffiti showcasing methods of water conservation/ local folklores related to water/ AMRUT 2.0 related material, etc.

5. Identification of public works

- As per AMRUT 2.0 Operational Guidelines, the Mission aims to ensure community participation by co-opting women and youth for concurrent feedbacks about its progress. Women SHGs should be involved in activities such as water demand management, water quality testing, water infrastructure operations, etc.
- MoHUA has allocated a budget of ₹150 crore for involvement of SHGs and its federations in water infrastructure, water related projects and permeable green space projects, in the range of ₹2 lakh (minimum) to ₹10 lakh (maximum) per project to be taken up under AMRUT Mitra.
- The combined value of projects tendered to a single SHG group shall not be more than ₹30 lakh, per annum.
- The initiative shall be implemented in all statutory town.
- All States/ UTs would be required to submit a roadmap (as per the template available at **Annexure 1**), consisting of details such as, framework showing preparedness, identified projects for SHGs, nodal persons (AMRUT & NULM) with roles & responsibilities, shortlisted SHGs, resource training material and identification of trainers, etc.
- Overall, approximately 1,500 projects on a first cum first serve basis shall be selected under this initiative.
- The work allocated should only be carried out by the identified SHGs themselves
- AMRUT Mitra may also be involved in supervision of O & M work of Parks, Water bodies, STPs and WTPs being executed as an additional layer or as main executor as the case may be.
- The SHGs shall be graded on a yearly basis, based on the performance of work undertaken by them. A suggestive checklist to assess the performance of SHGs is available at **Annexure-2**, which can be modified by States.

Fund Allocation for achieving each milestone:

S.No.	Milestones in a Project	Phases of Fund Disbursement	Fund Allocation**
1	Approval of Roadmap submitted by State/ UT consisting of: a. Framework showing preparedness of State/ UT b. Identification of projects for SHGs c. Identifications of Nodal persons (AMRUT & NULM) with roles & responsibilities d. Shortlisting of SHGs e. Identification of project wise mentors f. Resource materials and identification of trainers (To be reviewed by competent authority) Provide technical trainings through training agencies for various projects Onboard and engage the SHG/ SHG member	I	50% of proposal value
2	<ul style="list-style-type: none"> EOI release Award of EOI Completion of first round of SHG trainings Initiating of work on ground 	II	30% of proposal value
3	Completion of 100% of the project	III	20% of proposal value

Note:

- The geo-referenced photographs of progress at worksite will be uploaded in the MIS by SHGs.
- Release of first instalment will be on the basis of estimated cost of projects. However, subsequent installments will be based on actual projects cost and the excess/deficit will be adjusted in subsequent instalments.
- Release of 2nd/ 3rd instalment will be subject to submission of 75% Utilization Certificate of previous releases.
- Release of first installment in the current FY 2023-24 will be subject to availability of funds

6. Process flow

6.1 Eligibility criteria for SHGs

- SHG must be already registered with National Urban Livelihoods Mission (NULM) and follow Panchsutra* (5 cardinal principals- *regular meetings, regular savings, internal lending, regular repayment, and book-keeping*)
- At least one member of the SHG should have basic education till 8th standard and digitally literate.
- SHG group must have an active bank account in their name.
- No criminal or anti-social track record.
- SHGs with prior experience in water-based activities/ construction work will be preferred.
- SHG working in the ward will be given preference for awarding of projects.

6.2 Steps to be followed (details at Annexure 3):

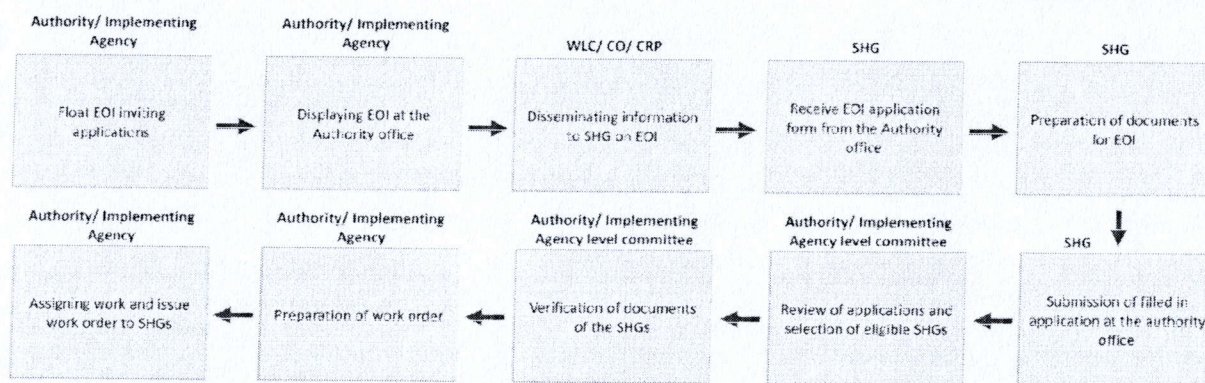


Figure 1: Process flow for shortlisting SHG members for projects

7. Capacity building and skilling

An inclusive capacity-building plan will be developed to build the capabilities of AMRUT Mitra focusing on various aspects of water management. Training modules are to be developed at the National level in consultation with Local Government Bodies, NGOs, and water sector experts to provide comprehensive, multi-level support to AMRUT Mitra. A pool of master trainers is to be created at the State/ULB level. The capacity-building plan will include:

- Both the missions will jointly identify and allocate mentors for project specific training for SHGs.
- Enhancing leadership skills among urban SHG women, focusing on their role as AMRUT Mitra in water management.
- Training on water management projects, such as water quality testing, infrastructure operation, and maintenance
- Skilling in data collection, analysis, and reporting in the implementation of water-related initiatives
- Training on monitoring and evaluation techniques, enabling them to assess the effectiveness of water management projects and collection of feedback on functional outcomes
- Certified customized courses for AMRUT Mitra to be developed in coordination with the Water Management and Plumbing Sector Skill Council.

8. Funding for capacity building and exposure visits

3% of fund allocated for AMRUT Mitra projects can be used for the Capacity Building and Technical Training. This amount may be used to cover costs for training and training material, etc.

9. Resource organization

Resource Organizations shall be engaged to provide support to States/UTs and ULBs in the development of training modules and IEC materials. These organizations serve as valuable partners by bringing in specialized expertise, technical knowledge, and a structured approach to the creation of resources essential for the effective implementation of the convergence activity.

NULM may also coordinate with NIUA Water Alliance for creation and dissemination of training modules.

10. IEC activities

- To create awareness and disseminate information regarding the objectives of *AMRUT Mitra* and water management, a comprehensive Information, Education, and communication (IEC) strategy shall be carried out at State and ULB levels.
- Innovative use of various platforms and IEC tools will be encouraged to reach the SHG women and the public in an effective and engaging manner.
- Focused campaigns shall be carried out at the National, State/UT, and ULB levels to disseminate necessary Information and create awareness.
- SHG institutions i.e., Area Level Federations and City Level Federations shall enhance the effectiveness of awareness and Behaviour Change Communication activities, ensuring widespread outreach and engagement within the community.

11. Cross learning and exposure visit

Cross-learning and exposure visits shall help in the transformative experience for AMRUT Mitra in water conservation and management. During such visits, they could witness sustainable water management practices, gain insights into water sector projects, and understand the importance of community involvement in preserving water resources. Visit of AMRUT Mitra to States/UTs where SHG women are actively involved in water sector projects would empower them to develop as advocates for water conservation, enhancing their understanding and commitment towards sustainable water management.

12. Monitoring

12.1 Monitoring and evaluation of the campaign

An effective monitoring mechanism shall be put in place for monitoring the AMRUT Mitra initiative, ensuring both transparency and accountability. MoHUA will maintain the MIS to capture real-time physical and financial progress for regular monitoring. The integration of a real-time dashboard, powered by GIS technology, will provide an inclusive view of essential monitoring parameters.

NULM shall conduct an impact assessment to ensure the active participation of local communities by monitoring the participation and performance of AMRUT Mitra.

To empower SHGs, the portal will host dedicated sections for training modules and access to resource materials, fostering knowledge dissemination and skill development. Login credentials will be provided at different levels, that is Central, State, ULB, ALF to update information, download reports/ resource material and monitoring purposes. A real time dashboard will be linked with the key outcomes to access data.

AMRUT Mitra shall follow the below monitoring mechanism:

- **State-level Monitoring Committee** as per AMRUT 2.0 Guidelines.
- State-level Monitoring Committee to **review** progress **quarterly**.
- **First Roadmap** to be submitted by States/ UTs within 1 months of launch, subsequent roadmaps can be submitted on rolling basis.
- **MoHUA** to review submissions as per AMRUT 2.0 Guidelines.
- The progress of the initiative will be captured on AMRUT 2.0 collaboration portal or a dedicated online portal.

12.2 Gender based monitoring and evaluation

NULM will also be responsible for Gender based monitoring and evaluation:

- **Participatory monitoring:** Involving SHG women from initiation, in identifying activities and indicators, and analyzing the results of improving future processes to build a sense of ownership within them
- **Gender audits:** To be carried out through self-assessment to facilitate change and develop action plans/ internal monitoring systems
- **External evaluation:** External feedback on progress and outcomes
- **Impact evaluation:** To assess desired outcomes and to evaluate unanticipated results

13. Roles and Responsibilities

13.1 National level

Integrating AMRUT 2.0 with DAY-NULM can create a powerful synergy, especially concerning the involvement of Self-Help Groups (SHGs) in urban development. Below is framework for convergence between AMRUT and DAY-NULM:

- **AMRUT 2.0**
 - Responsibilities: Lead urban infrastructure development projects, design and float national level AMRUT Mitra framework, ensuring adherence to AMRUT guidelines
 - Coordination with DAY-NULM: Liaise and collaborate on joint initiatives, providing necessary support and information sharing
- **DAY-NULM**
 - Responsibilities: Collaboration with AMRUT: Align efforts and identify opportunities for joint programs and SHG involvement in AMRUT initiatives

S.No.	Activity	AMRUT	DAY-NULM
1	Identification of SHGs	AMRUT 2.0 Collaboration portal will fetch data from NULM database of active SHG women involved in ongoing projects	Utilize the established network and expertise of SHGs under DAY-NULM for livelihood initiatives and capacity building
2	Joint Capacity Building	NIUA Water Alliance to provide modules for training programs for SHG women related to water demand management, infrastructure operations, and quality testing, etc.	Offer skill enhancement and livelihood training to SHGs focusing on income generating AMRUT activities
3	Collaborative Project Planning	Identify projects and works as per the assessment by AMRUT 2.0 State Mission Directorate	Align SHG activities with AMRUT projects, ensuring complementary efforts in community development and urban infrastructure
4	Funding for AMRUT Mitra	Allocate funds for SHG involvement in water infrastructure operations, capacity building, and community-led initiatives	-
5	Community Engagement and Awareness	Empower SHG women to lead awareness campaigns on water conservation, recycling, and infrastructure management	Utilize SHGs to disseminate information on social and financial inclusion, and skill development
	Monitoring and	Provide a framework for SHGs	Establish mechanisms within

	Feedback Mechanism	for monitoring project implementation, collecting community feedback, and ensuring the mission's progress aligns with local needs	SHGs to provide feedback on both urban development and livelihood initiatives for continuous improvement
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13.2 State level

- State Coordination Committee
 - Role: Develop a joint action plan and oversee the integration of AMRUT and DAY-NULM efforts at the state level, in coordination with ULBs and ward committees
 - Implementation Oversight: Monitor progress, resolve issues, and facilitate coordination among relevant state departments.

13.3 ULB level

- Convergence Cell
 - Role: Facilitate coordination between AMRUT and DAY-NULM implementing agencies within the ULB. Execute joint initiatives, ensuring alignment with state and national guidelines
 - Project and SHG identification and alignment
 - Monitoring and Reporting: Monitor progress, report on project status, and address implementation challenges

13.4 Ward level

- Community Engagement Teams
 - Responsibilities: Identify localized needs, oversee project implementation, and engage with community stakeholders
 - Local Coordination: Collaborate with ULB-level units and facilitate community involvement in joint initiatives
 - Functions: Engage local communities, SHGs, and stakeholders in collaborative efforts aligned with AMRUT and DAY-NULM objectives
 - Feedback Collection: Gather feedback, address community concerns, and provide regular updates on project developments.

Annexure 1**Template for Roadmap**

S.No.	Action Item	Details	Remarks (If any)
1	Identification of projects for SHGs for technical/ non-technical works		
2	Identifications of Nodal persons (AMRUT & NULM) with roles & responsibilities		
3	Shortlisting of SHGs for technical/ non-technical works		
4	Procurement timelines and modalities for awarding work to SHG groups		
5	Resource materials and identification of trainers		
6	Annual training calendar based on technical/ non-technical works		
7	Physical and financial monitoring of projects awarded to SHGs		
8	State/ UT specific checklist to assess the performance of SHG groups		
9	System in place to recognise SHGs through awards		
10	Documentation and compliance as per work order		

Annexure 2**Suggestive Checklist to Assess the Performance of SHGs**

(Open for modification by States/ UTs)

S.No.	Action Item	Grade (Illustrative)	Remarks
1	Daily Attendance	****	
2	Weekly task completion and documentation	**	
3	Timely submission of invoice/ bill	****	
4	Timely payment of remuneration to each member (after payment has been received from ULB)	**	
5	ULB nodal/ project engineer's satisfaction with SHG work	****	
6	Overall completion of each task as per the timeline	**	
Average		★★★	

(5 star = Excellent, 4 star = Good, 3 star = Average, 2 star = Below Average, 1 star = Poor)