

F.No.G-20013/1/2012-CL
Government of India
Ministry of Labour and Employment
(Child Labour Division)

Shram Shakti Bhawan, Rafi Marg
New Delhi-110001, Dated 31.10.2017

OFFICE MEMORANDUM

**Subject: Continuation of National Child Labour Project (NCLP) Scheme --
regarding**

Reference this Ministry's OM of even number dated 31st March, 2017 regarding continuation of the National Child Labour Project(NCLP) Scheme till 30.9.2017, it is informed that **the operation of NCLP Scheme with modifications as at Annexure is extended till 31st March, 2020.**

The detailed NCLP guidelines incorporating modifications will be issued in due course of time.

Tripathi
31/10/17

(Anita Tripathi)
Deputy Secretary
Tel: 011-23711354

To

**The District Collector/Magistrate & Chairperson
NCLP Society**

Copy to:

1. Pr. Secretary / Secretary of State Labour Department
2. All State Labour Commissioners
3. NIC for uploading it on the website of the Ministry under 'Important Order/ OM' of Child Labour.

Copy for information to:

1. PPS to Secretary (L&E)
2. PS to JS(CL)
3. PS to AS&FA (L&E)

Modification in NCLP Scheme

The modifications under NCLP Scheme will be effective from 1.4.2017 unless otherwise expressly mentioned or clarified by the Ministry.

A. NCLP District Project Society(DPS)

A1. Honorarium to NCLP District Project Society Staff :

Item of Expenditure	Number	NORMS of EXPENDITURE (Figures in Rs)			
		Existing	New	Performance Incentive(P.I.)	Total= New + P.I.
Honorarium to DPS Staff					
Project Director (per month)	1	18000	24000	6000	30,000
Programme Manager (per month)	1	12000	18000	4000	22,000
Clerk cum Accountant(per month)	1	8000	12000	3000	15,000
Data Entry Operator/ Steno (per month)	1	6000	9000	1000	10,000
Office Attendant/Helper (per month)	1	3500	7000	1000	8,000
Driver(per month)	1	6000	8000	1000	9,000

Introduction of the concept of "Performance Linked Incentive (PLI)" : To extract the best from DPS Staff as a team, objective criteria for Performance Linked Incentive (PLI) to staff of District Project Society is linked with the Society performance in past financial year. PLI would be granted as lump-sum basis for past 12 months performance after objective evaluation on a set of criteria. The DM/DC cum chairperson of District Project Society would however have discretion as to whom the performance incentives need not be paid at district level. The evaluation would be facilitated by the data filled on the online portal PENCIL by NCLP Society. This is in line with the mandatory use of PENCIL by District Project Society(DPS) and timely submission of all documents and their performance for DBT.

District Project Society(DPS) getting less than 50 points will not be entitled for PLI.

Eligibility for Performance Linked Incentive (PLI) ---

- i. **100% amount of PLI** to DPS Staffs, if the concerned DPS earns a **minimum of 75 or above points** (points earned on DBT to be mandatory) in the scale of 100 points.
- ii. **50% amount of PLI** to DPS Staffs if the concerned DPS earns a **minimum of 50 or above points but less than 75 points**(points earned on DBT to be mandatory) in the scale of 100 points.

Note:

1. The DBT component at S.No. 1 has to be fulfilled as essential points for claim of 'Performance Linked Incentive(PLI).
2. DPS getting less than 50 points in the scale of 100 points will **not** be entitled for 'Performance Linked Incentive(PLI)'.

Objective Criteria for Performance linked Incentive(PLI)

S.No	Criteria	Points
1	Uploading complete data of beneficiary children for claim of stipend with Aadhar seeding and with Bank Account details at least up to September of the concerned financial year on PFMS Portal	15 (Essential Points)
2	Survey conducted and relevant form updated on PENCIL Portal	10
3	Creation of Index Card for all child and adolescent labour identified on PENCIL Portal	10
4	Progress report of each child to be submitted on PENCIL up to 31 st March of the concerned financial year	10
5	Successful Mainstreaming of all children after completion of 2 years and updation on PENCIL Portal	10
6	Admission of adolescent labour rescued to Skill Development Centre and updation on PENCIL Portal	10
7	Submission of documents on time as given in guidelines	
a	Audited Statement of Accounts and Utilisation Certificate(UC) in prescribed format of last to last financial year submitted up to July of last financial year on PENCIL Portal (Illustration- UC and SOA of 2015-16 to be submitted by 31.7.2016)	15
b	Timely submission of Letter of Intent(LOI), QPR and APR as per guidelines on PENCIL Portal (including details of STC location and number of children enrolled therein)	10
8	At least 50% of the annual grant released during the concerned financial year is spent by 31 st March of the concerned year	10
	TOTAL	100

A2. Office and Support Expenses to District Project Society:

i. Recurring Expenses:

This amount is being increased from existing Rs 3,25,000/- to **Rs 3,50,000/- per annum**. This head of expense do include all types of expenditure like stationary, travelling by DPS staff and other concerned officer / Volunteers, workshop / training, Rent /Electricity/Water etc Charges, IT and related internet services, telephone / mobile connection etc. Rs 1,75,000/- for 1st six months of April-September period and Rs 1,75,000/- for rest six months of October to March period.

ii. Non-recurring Expenses:

An amount of Rs 75,000 for those DPS who has already received **Rs 75,000/-** during 12th FYP till 31.3.2017 and **Rs 1,50,000** for others i.e. for those DPS who has not received Rs 75,000/- during 12th FYP till 31.3.2017. This is to be utilised in line with the Ministry's letter No. G-20013/1/2012-CL dt 16.6.2016 and 19.9.2017. The main purpose for this fund is to have basic infrastructure for smooth working on PFMS Portal including DBT and EAT Module, PENCiL portal etc, ensuring better convergence and effective implementation of NCLP Scheme.

A3. Volunteer Training

i. Volunteer training (Initial):

This amount has been increased from Rs 1500/- to **Rs 2000/- per volunteer per training**.

ii. Volunteer Training(Refresher) :

This amount has been increased from Rs 150/- to **Rs 200/- per volunteer per training**.

A4. Funds for advocacy and awareness activities

This amount has been decreased from Rs 2,00,000/- to **Rs 50,000/- per DPS per annum**.

A5. Expense on strengthening of infrastructure of NCLP Special Training Centre(STC) :

An amount of **Rs 5000/-** has been earmarked for each **STC as a one time grant** for FY 2017-18 to FY 2019-20 for expenditure on basic infrastructure of STCs like furniture, Mat, sign board etc.

A6. Suggested Composition of the District Level Vigilance & Monitoring Committee for NCLP

1.	All Members of Parliament and Members of the State Legislature elected from the district
2.	District Magistrate/Collector (Chairperson District NCLP Project Society) (Member Secretary)
3.	Chairman Zilla Parishad
4.	District Elementary Education Officer (SSA)
5.	District Officer in charge of Child Development
6.	One Member from District Child Welfare Committee
7.	Up to 4 Representatives from district Panchayati Raj Institutions(PRIs)
8.	Up to 2 Representatives from NGO/Civil Society Organisations active in the district in the field of child welfare
9.	District Labour Officer
10.	District Health Officer
11.	Chief Labour Commissioner(Central) Office representative-1

B. NCLP Special Training Centre(STC)

B1. Honorarium to NCLP STC Volunteers:

Item of Expenditure	Number	NORMS of EXPENDITURE (Figures in Rs)	
		Existing	New
Honorarium to STC Volunteers			
Volunteer Vocational Trainer (per month)	1	8000	9000
Volunteer Teacher (per month)	1	6000	7000
Volunteer Clerk cum Record Keeper(per month)	1	5000	5000
Volunteer Helper (per month)	1	3500	3700

B2. Stipend to child beneficiary:

The stipend amount being paid to each child beneficiary under NCLP Scheme undergoing special training through NCLP Special Training Centres(STCs) is increased from Rs 150/- per month per child to **Rs 400/- per month per child**. The stipend would be paid on the basis of child having a minimum of 60% attendance in a month.

B3. An amount of Rs 2000/- per month per NCLP Special Training Centres meant for meeting expenses for "Rent, Water, electricity charges" is increased to **Rs 3000/- per month per NCLP STC** expense on "Rent, water, electricity, toilet, cleanliness, play area etc".

Contingencies amount for Miscellaneous expenditure for STC is increased from Rs 4,000 per annum to **Rs 6,000/- per annum**(= 12 months * Rs 500/- per month).

C. Measures to ensure involvement of State Government in implementation and monitoring of the NCLP in the State --- STATE RESOURCE CENTRE(SRC)

C1. To ensure involvement of State Government in implementation and monitoring of the NCLP in their State, a resource centre has been envisaged as under:-

- a. Constituting one Resource Centre in every State under the Principal Secretary Labour / Labour Commissioner of State.
- b. Funds to be allocated for every resource centre –
 - i. **Rs 2 lakh** for each operational Project society per annum for enforcement of the provisions of the Child and Adolescent Labour(Prohibition and Regulation) Act 1986 and implementation of National Child Labour Project(NCLP) in the state. *This fund may be utilized for awareness generation, rescue of children / adolescent or in any activities related with*

enforcement of the Act. However, the fund with SRC will not be spent on the followings:-

- a. Vehicle
 - b. Manpower
 - c. Furniture
- ii. It would be manned by official of State Labour Department.

c. Functions of State Resource Centre(SRC)

- i. Coordinate rescue of children and adolescents on complaint or information and report in PENCIL for information of Central Government
- ii. Monitor enforcement of the Child and adolescent labour Act in the State and update the information in Online portal- PENCIL
- iii. Coordinate inspection and monitoring of implementation of the NCLP in State and supervise the data of Project Societies on PENCIL
- iv. Coordinate data on child tracking system with respect to child labour in State on PENCIL
- v. Make Awareness Generation Plan for various stakeholders and implement it.
- vi. Be the Focal point for communication with the Central Government on enforcement of Child and adolescent labour Act and implementation of NCLP

C2. Fund Flow and Constitution of SRC:

State Resource Centre would be state Government supported society registered under societies Registration Act- 1860. The State Resource Centre (henceforth termed the SRC) would be situated in the Principal Secretary (labour) / Labour Commissioner's office and managed by the Society registered under societies Registration Act- 1860, chaired by the Principal Secretary (Labour)/Labour Commissioner, State Government/UT Administration. The SRC would provide overall management and monitoring oversight to all child labour prevention projects in the State. SRC will also function as the Secretariat for the 'State Level Monitoring Committee(SLMC)' and assist the Principal Secretary(Labour) / Labour Commissioner's Office to coordinate with Departments concerned at state and district level to strengthen convergence mechanisms and accelerate the implementation of the project. SRC will also responsible for conducting and planning training, capacity building and awareness programmes on child and adolescent labour.

The SRC is to be well equipped with necessary material, office space for carrying out its activities by state labour department. It would be manned by official of State Labour Department.

Society will maintain separate bank accounts to receive any financial assistance from Government of India(GOI). The Utilization Certificate(UC) need to be submitted by Principal Secretary(Labour) / Labour Commissioner of state. Balance sheet of the society is required to

be regularly maintained and audited by chartered accounted and duly signed by Labour Commissioner.

MEMBERS OF THE SOCIETY: The members of the **State Resource Centre Society** may be as under:-

S. No.	Post and Address	Designation in The Society
1.	Principal Secretary(Labour) / Labour Commissioner	Chairperson
2.	Additional Labour Commissioner(Child Labour And Enforcement) or nominated by Principal Secretary(Labour) / Labour Commissioner	Member Secretary
3.	Director of Factories	Member
4.	Director Sarva Shiksha Abhiyan or his representative	Member
5.	Director, State Institute of Educational Management and Training or his Representative for Skill Development	Member
6.	Representative from Institute/University of repute involved in eradication of child and adolescent labour	Member
7.	Representative from Police or rescue team	Member

D. Mandatory use of PENCIL Portal-- an online Portal for effective implementation of NCLP and enforcement of the CALPR Act.

The use of PENCIL Portal has been made mandatory for all NCLP Societies and SRCs etc. The Portal has following components:

- i. **Complaint Corner**
- ii. **Child and Adolescent Labour Tracking System**
- iii. **NCLP**
- iv. **State Government Corner/SRC**
 1. Enforcement data on real time basis
 2. Monitoring of NCLP Scheme- periodical inspection
 3. Child and Adolescent labour rehabilitation Fund
 4. Monitoring of Action taken by District Nodal officer on complaint forwarded by the Portal
 5. Survey of child and adolescent labour ion various districts
 6. Awareness generation activity.

E. Incentivizing Good Practices

- a. **Competition between Project Societies** and prize money for three best Project Societies as under:
- i. Cash award and certificate for first place – Rs 50,000/-
 - ii. Cash award and certificate for second place- Rs 35,000/-
 - iii. Cash award and certificate for third place- Rs 25,000/-

- b. **Competition between State Resource Centres(SRCs)**- Best functioning SRC to be given cash prize of Rs 1lac.

(The detailed criteria for judging the best performing Project Society and SRC would be provided in NCLP Guidelines)

- c. Holding conferences at national level for sharing good practices through VVGNI.
