

No.K-12012/8/9/2016-C&P (Pt-II)

Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

West Block No.7, R.K. Puram,
New Delhi-110066
Dated: 09.05.2017

OFFICE MEMORANDUM

Sub: On boarding of all welfare scheme under Direct Benefit Transfer (DBT) mode – reg.

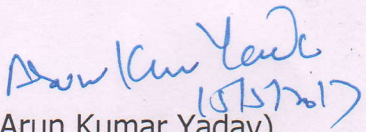
In continuation to Office Memorandum of even no. dated 19.04.2017 all grant-in-aid divisions are directed to ensure that all the payments to beneficiaries should be made through only electronic mode (such as APB/PFMS/NEFT/RTGS). The direction was also issued to include this condition in the section order issued after 31st March 2017.

2. All concerned Regional Director/Dy. Director (I/C)/Assistant Directors of field offices are requested to inform in writing to the Implementing Agencies in their jurisdiction to make all the payments to beneficiaries through electronic mode for the earlier sanctioned projects also.

3. Now, it has also been decided by the competent authority that all implementing agencies will submit the details of all beneficiaries in prescribed DBT performa in excel file in soft copy/CD at the time of submitting report for reimbursement/settlement case. No reimbursement case will be processed strictly without fulfilling these conditions. This requirement may be brought to notice in writing to all implementing agencies by the concerned field offices.

4. Further, all the H&MSEC, CWTSC & RD&TC will submit monthly consolidated details of beneficiaries in enclosed excel format to the concerned regional office in the last working day of every month. Subsequently, each regional office will forward consolidated details for all centers in their region to Coordination and Planning Section, Hqrs Office through email (candp-dchc-textiles@gov.in/mailtodch@gmail.com) by 5th of every month on priority basis.

5. This issues with approval of competent authority.


(Arun Kumar Yadav)
Director (H)

To,

1. Deputy Director/Sr. Assistant Director/ Assistant Director/ Admin/ AO (BGT/Hqrs)/MSS/HRD/Cluster/Mega/Carpet/R&D/Design/Institutional/Infrastructure/Welfare/General/C&P.

2. Regional Directors/Deputy Director (In charge)/ Assistant Directors (NR, CR, WR, ER, SR, NER), with request to inform the field offices under their jurisdictions.

Copy to, for information:

1. Concerned Executive Director of EPCH, CEPC, NCDPD, COHANDS respectively.
2. Director IICT, Bhadohi, Uttar Pradesh.
3. General Manager, MHSC, Moradabad.
4. PA to DC (HC)/PA to Sr. Director (HC)/PS to ADC-I(SKG)/PA to Dir(AKY).

1.	Name of Beneficiary	Beneficiary Name (as per Aadhar)
2.	Age	Beneficiary Age (as per Aadhar)
3.	Gender	Beneficiary Gender
4.	Category	Beneficiary Category (as per Aadhar)
5.	Address	Beneficiary Address
6.	Village	Beneficiary Village Name
7.	Panchayat Name	Beneficiary Panchayat Name
8.	Block Name	Beneficiary Block Name
9.	District Name	Beneficiary District Name
10.	State Name	Beneficiary State Name
11.	Aadhar ID card No.	Beneficiary Aadhar Card No. (if available)
12.	Amount	Beneficiary Transfer Amount
13.	Purpose	Beneficiary Purpose for Transfer (e.g., Wage, Honorarium, Designer fees, etc.)
14.	Fund Transfer Method	Beneficiary Fund Transfer Method (e.g., Direct Bank Transfer, etc.)
15.	Bank Account No.	Beneficiary Bank Account No.
16.	IFSC Code/ MICR Code	Beneficiary IFSC/MICR Code
17.	Transaction Date	Beneficiary Transaction Date
18.	Account Credited	Beneficiary Account Credited with Aadhar Card No.

Note: Financial assistance in the form of Wage Compensation, Honorarium, Designer fees, Fees for master craft persons, financial assistance to artisans, travel allowances or dearness allowances, insurance premium, other welfare benefits, disbursement of loans (if any), etc. for training, workshop, seminar, marketing events, buy-backer-meet survey and studies, etc. (hereinafter referred to as the benefits) is provided to handloom weavers or carpet weavers or master craft persons (hereinafter referred to as the beneficiaries) and designers, experts, faculties, teachers, manpower hired (hereinafter referred to as the facilitators) and both beneficiaries and the facilitators shall collectively called as the beneficiaries under the schemes.

PERFORMA FOR PROVIDING BENEFICIARIES DETAILS UNDER DBT COMPLIANCE

Sanction Order No: _____

SNO	Field name	Description
1.	Name	Name of Beneficiary
2.	DOB	Beneficiary date of birth (if available)
3.	Gender	F for female / M for Male (if available)
4.	Social Group	SC/ST/OBC/Gen
5.	Aadhar No/EID	Beneficiary Aadhaar Number / Enroll Slip ID
6.	Mobile No	Beneficiary Mobile Number (if available)
7.	Email Id	Beneficiary Email Id (if available)
8.	Scheme Name	Beneficiary Scheme Name
9.	Scheme Component	Component of the scheme
10.	Home Address	Beneficiary Home Address
11.	Village Name	Beneficiary Village Name
12.	Panchayat Name	Beneficiary Panchayat Name
13.	Block Name	Beneficiary Block Name
14.	District Name	Beneficiary District Name
15.	State Name	Beneficiary State Name
16.	Artisan ID card No.	Beneficiary Ration Card No (if available)
17.	Amount	Beneficiary transfer amount
18.	Purpose	Fund Transfer for TA/DA/ Wages/Stipend/Salary/Designer or Master craft Person Fees/Honorarium etc
19.	Fund Transfer Method	Fund Transfer Method (ABP/PFMS/ NEFT/RTGS)
20.	Bank Account No	
21.	IFSC Code/ MICR Code	
22.	Transaction Date	Transaction Date
23.	Aadhaar Seeded	Account Seeded with Aadhaar Card(Yes/No)

Note: Financial assistance in the form of Wage Compensation, Stipend, Honorarium, Designer fees, Fees for master craft persons, financial assistance to artisans, travel allowance or dearness allowance, insurance premium, other welfare benefits, distribution of tool kits (in-kind), etc for training, workshop, seminars, marketing events, buyer-seller-meet, survey and studies, etc(hereinafter referred to as the benefits) is provided to handicraft artisans or carpet weavers or master craft persons (hereinafter referred to as the beneficiaries) and designers, experts, faculties, trainers, manpower hired (hereinafter referred to as the facilitators) and both beneficiaries and the facilitators shall collectively called as the beneficiaries under the Schemes