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GOVERNMENT OF TRIPURA  
EDUCATION (SOCIAL WELFARE & SOCIAL EDUCATION) DEPARTMENT  
AGARTALA : TRIPURA.

Dated, Agartala, the 04/11/2022.

**NOTIFICATION**

The Governor is hereby pleased to order that a new State Social Assistance Programme namely, “**Mukhyamantri Samajik Sahayata Prakalpa**” is hereby introduced for ensuring a secure life with dignity for the economically disadvantaged section of the society. The scheme will be initially covering 30,000 potential eligible beneficiaries of the state on saturation basis with an aim of bringing them under the ambit of welfare programme of the Government.

**The scheme will provide substantial financial benefits to all the below-mentioned categories, particularly those who are the most needy.**

- Old and infirm
- Vulnerable Women
- Unorganized Workers
- Persons with Disabilities (60% & above)

**The Category & Sub-Category wise detail list of prospective beneficiaries under the scheme is tabulated below:-**

SI No	Category of Beneficiary	Sub-Category.
1	Old & Infirm	i. <b>Old:-</b> Those who are 60 yrs and above
		ii. <b>Infirm:-</b> Patients of Cancer/ AIDS & Leprosy (No Age limit for patients of Cancer/ AIDS & Leprosy).
2	Vulnerable Women	i. <b>Widow</b> ( a woman who has lost her spouse by death and has not married again)
		ii. <b>Deserted</b> (Legally Divorced Women)
		iii. <b>Unmarried Women</b> ( unmarried woman above 45years of age )
3	Unorganized Workers	i. Cobbler
		ii. Rickshaw Puller
		iii. Bidi Shramik
		iv. Motor Shramik
		v. Laundry Worker
		vi. Barber
		vii. Handloom Worker
		viii. Fisherman
		ix. Folk Artist
		x. Pottery Worker
		xi. Carpenter
		xii. Blacksmith
		xiii. Scheduled Castes traditionally connected with sanitation work.



		xiv. Greha Sahayika.
		21 types of Persons with Disabilities as per the Rights of Persons with Disabilities Act, 2016:- .
		i. Blindness
		ii. Low-Vision
		iii. Leprosy –cured persons
		iv. Hearing Impairment (deaf & Hard of hearing)
		v. Locomotor Disability
		vi. Dwarfism
		vii. Intellectual Disability
		viii. Mental Illness
		ix. Autism Spectrum Disorder
		x. Cerebral Palsy
		xi. Muscular Distrophy
		xii. Chronic Neurological Condition
		xiii. Specific Learning Disabilities
		xiv. Multiple Sclerosis
		xv. Speech and Language disability
		xvi. Thalassemia
		xvii. Hemophilia
		xviii. Sickle Cell Disease
		xix. Multiple Disabilities including deaf-blindness
		xx. Acid attack Victim
		xxi. Parkinson's Disease.
4	Persons with Disabilities ( 60%& above)	

## 1. Definitions:-

In this scheme, unless the context otherwise requires-

- I. **Old** means Senior Citizens who are of 60 years of age & above.
- II. **Infirm** means patients of Cancer/ AIDS & Leprosy (No Age limit for patients of Cancer/ AIDS & Leprosy). Diseases that will be covered under this sub-category are Cancer, AIDS & Leprosy only. No other diseases will be considered for assistance under this sub-category.
- III. **Vulnerable Woman** means any woman in need of special care, support or protection because of age, disability or risk of abuse or neglect.
  - a. **Widow** means a woman who has lost her spouse by death and has not married again
  - b. **Deserted Women** means legally divorced women.
  - c. **Unmarried Women** means any unmarried woman above 45 years of age
- IV. **Unorganized Workers broadly means a** home based worker, self-employed worker or a wage worker in the unorganized sector and includes a worker in the organized sector who is not covered by any of the Acts mentioned in Schedule II of the "Unorganized Workers' Social Security Act, 2008", i.e. the Employees Compensation Act, 1923, the Industrial Disputes Act, 1947, the Employees State Insurance Act, 1948, the Maternity Benefit Act, 1961 and the Payment of Gratuity Act, 1972.



The sub-category wise definition is given below:-

- a. **Cobbler** - Any person engaged in the job mending shoes and which is the primary source of earning of his/her livelihood .
- b. **Rickshaw Puller** - Any person who earns his livelihood by rickshaw pulling and is his primary source of income.
- c. **Bidi Shramik** - Any person engaged in the work of making beedi, tobacco, cigar or cigarette and is involved in any process of making beedi, cigar or cigarette,
- d. **Motor Shramik** - Any person engaged in the work of motor driving or associated with motor driving profession such as driver/ conductor/ cleaner etc. (any three wheeler or four wheeler vehicle such as auto/ bus/ truck/ Jeep etc.)
- e. **Laundry Worker** - Any person engaged in the profession of collecting, washing and delivering laundry and works in a laundry.
- f. **Barber** - Any person who cuts men's hair and shaves or trims beards as an occupation.
- g. **Handloom Worker** - Any person whose primary occupation is making fabric by weaving handloom fiber and is his/her main source of income.
- h. **Fisherman** - Any person who is engaged in the profession of catching fish for earning livelihood.
- i. **Folk Artist** - Any person associated with any of the art form originating among the common people of the region and reflecting their traditional culture.
- j. **Pottery Worker** - Any person whose primary occupation is forming vessels and other objects with clay and other ceramic materials.
- k. **Carpenter** - Any person whose primary occupation is making or repairing wooden objects and structures.
- l. **Blacksmith** - Any person engaged in the profession of making and repairing things in iron.
- m. **Scheduled Castes traditionally connected with sanitation work** - Any person belonging to Scheduled caste community and is engaged traditionally in sweeping, cleaning and other sanitation works.
- n. **Greha Shahayika Female Domestic Worker** - Any woman who earns her livelihood by providing domestic help to households of others. Their work includes cleaning the house, cooking, washing, taking care of children or elderly etc.

**V. Persons With Disabilities ( 60% & above ) :-**

The term Persons with Disabilities is used to apply to all persons with disabilities including those who have long-term physical, mental, intellectual or sensory impairments according to the The Rights of Persons with Disabilities (RPwD) Act, 2016.

21 types of disabilities has been included in the list of Disabilities as per (RPwD) Act, 2016 and these types are to be defined as per the Act and the same is subject to modification from time to time as per the Act.



## VI. Miscellaneous:-

- Ration Card means an official document entitling the holder to a ration of food or other goods. It is issued by the Food & Civil Supplies Department.
- PRTC- Permanent Resident of Tripura Certificate- The domicile certificate in Tripura is known as Permanent Resident of Tripura Certificate (PRTC). It is being issued by Sub Divisional Administration.
- Government Employee means any person appointed by Government to any civil service or post in connection with the affairs of the Central/ State Government.
- Family means a group of one or more parents and their children living together as a unit.
- UDID means Unique Disability Identity Card issued for Persons with Disabilities.

## 2. Coverage:-

All the districts of Tripura will be covered under this newly launched scheme which aims to improve the condition of poor people living in the state. The total coverage of beneficiaries under the scheme will be 30,000. However the number of beneficiaries to be covered each year under the scheme will be prescribed from time to time (as per Annexure) and is subject to modification by the State Govt. from time to time

## 3. Monthly Assistance Amount under "Mukhyamantri Samajik Sahayata Prakalpa":-

The rate of financial assistance under "Mukhyamantri Samajik Sahayata Prakalpa" is as follows:-

SI No	Category	Monthly Pension Amount
1.	Old & Infirm	Rs. 2000
2.	Vulnerable Women	Rs. 2000
3.	Unorganized Workers	Rs. 2000
4.	Persons with Disabilities (above 60%)	Rs. 2000

## 4. Eligibility Criteria for availing Assistance under "Mukhyamantri Samajik Sahayata Prakalpa":-

The category-wise eligibility criteria for beneficiaries for availing benefit under the scheme is given below:-



## **A. Old & Infirm**

### **Old:-**

- Any family having annual income not exceeding Rs. 1 lakh
- The age of the applicant should be 60 years or more

### **Infirm:-**

- Any family having annual income not exceeding Rs. 1 lakh
- Medical Certificate as the case may be issued by Govt.hospital / Govt.Medical Practitioner.
- Diseases that will be covered under this sub-category are Cancer, AIDS & Leprosy only. No other diseases will be considered for assistance under this sub-category.

### **Required Documents:-**

- Income Certificate from SDM
- Age proof certificate( Birth Certificate/ School Certificate/ Madhyamik Admit) .
- Aadhar Number
- PRTC
- Ration Card
- Non-Government Employee certificate from Panchayat Secretary / Ward Secretary /Gazetted Officer(**Appendix-V**).

## **B. Vulnerable Women**

- Any family having annual income not exceeding Rs. 1 lakh
- The age of the applicant should be between 18 to 59 years.

### **Required Documents:-**

- Income Certificate from SDM
- Age proof certificate.( Birth Certificate/ School Certificate/ Madhyamik Admit)
- Aadhar Number
- PRTC
- Ration Card
- Death Certificate of husband in case of claiming pension under "Widow" sub-category
- Certificate issued by the Court in case of Divorced Women Under "Deserted Women" for claiming pension under "Deserted Women" sub-category
- Un-Married Women Certificate from GP/NP/AMC/VC Chairman in case of claiming pension under "Unmarried Women" sub-category (**Appendix-VII**).
- Non-Government Employee certificate from Panchayat Secretary / Ward Secretary/Gazetted Officer(**Appendix-V**).



### **C. Unorganized Workers:-**

- Any family having annual income not exceeding Rs. 1 lakh
- The age of the applicant should be above 55 years and above except assistance under Greha Sahayika (Age limit for Domestic Workers 23 yrs to 59 yrs.)

#### **Required Documents:-**

- Income Certificate from SDM
- Age proof certificate.( Birth Certificate / School Certificate / Madhyamik Admit)
- Aadhar Number
- Ration Card
- PRTC
- Professional Certificate from GP/VC/NP/AMC Chairman (**Appendix-III & IV**)
- Non-Government Employee certificate from Panchayat Secretary / Ward Secretary / Gazetted Officer (**Appendix-V**).

### **D. Persons with Disabilities**

- Any family having annual income not exceeding Rs. 1 lakh
- The age of the applicant should be 10 years & above.

#### **Required Documents:-**

- Income Certificate from SDM
- Age proof certificate.( Birth Certificate / School Certificate / Madhyamik Admit)
- Ration Card
- Aadhar Number
- PRTC
- UDID / Registration No / Slip.
- Non-Government Employee certificate from Panchayat Secretary / Ward Secretary Gazetted Officer (**Appendix-V**).

**Apart from the above-mentioned eligibility conditions, there are some additional terms and conditions a family needs to fulfill in order to be eligible for this scheme which include:**

- If the family has children falling in the age group of 6 to 14 years, those children must be enrolled in any school recognized by Government of Tripura so as to avail the benefit of "Mukhyamantri Samajik Sahayata Prakalpa"

## 5. Persons ineligible for applying under “Mukhyamantri Samajik Sahayata Prakalpa”

As the “Mukhyamantri Samajik Sahayata Prakalpa” is particularly designed for the economically weaker section of society, the benefits of this scheme cannot be availed by all people. Mentioned below is the list of categories who cannot apply for the “Mukhyamantri Samajik Sahayata Prakalpa”

- Income tax payers can't apply for this scheme.
- Government employees are not eligible.
- Families whose members are already getting benefit under any of the Category/ Sub-Category under Mukhyamantri Samajik Sahayata Prakalpa except infirm & PWDs.
- Pensioners who are getting benefits under NSAP or 32 State Social Pension schemes

## 6. Procedure for applying under “Mukhyamantri Samajik Sahayata Prakalpa”

Any family who participates in the “Mukhyamantri Samajik Sahayata Prakalpa” will receive a monthly assistance of Rs.2000. All residents of Tripura who belong to economically disadvantaged section of the society & has annual family income not exceeding Rs. 1.00 lakh are eligible for enrolling in this scheme, provided they fulfill the required eligibility conditions.

The eligible beneficiaries can apply as per prescribed format (**Appendix-I**) along with all the supporting documents to the nearest CDPO offices or may apply directly to the Directorate of Social Welfare & Social Education.

In case of death of the beneficiary, immediate communication will be made with CDPO to halt further payment of assistance. Any additional payment done beyond death of the beneficiary shall be recovered from the legal survivor of beneficiaries.

## 7. “Mukhyamantri Samajik Sahayata Prakalpa” Beneficiary List

The list of beneficiaries under “Mukhyamantri Samajik Sahayata Prakalpa” will be available on the official website of Social Welfare & Social Education Department. The ICDS Project wise list of beneficiaries under the scheme will be uploaded in the website of the Department so that people can have access of the list of beneficiaries getting assistance under the scheme.

## 8. Implementation Strategy:-

### 8.1 Awareness generation:

To ensure that the benefit of the scheme reaches to all parts of the State, regular camps will be organized in consultation with Panchayat Samity by the CDPOs all over the state. In the camps, the information will be provided about the newly launched scheme as stated above; its eligibility and exclusion criteria like beneficiary in an existing Scheme- NSAP or State Pension Schemes; the lists of required documents under all schemes so that maximum people can participate in the process. In every block, minimum 4/5 such camps will be organized on regular basis. In the camps representative from local bodies, officers from SDM office, BDOs, CDPOs, and Supervisors etc. will participate.

### 8.2 Annual Verification:

For verifying the existing beneficiaries under the new proposed scheme, **a Verification Team with the following composition will be constituted at Project Level:-**

i. CDPO	Chairman
ii. Panchayat Secretary	Member
iii. Ward Secretary	Member
iv. Supervisors of Concerned Projects	Member

After Verification, lists of persons proposed to be deleted will be published in the CDPO offices & in all the GPs/VCs . The list proposed for deletion should also give the reasons for deletion.

The verification will be done each year during the month of November and will be completed by 30<sup>th</sup> of November.

It may also be indicated here that, any interested person may file claim and objection within 15 days to the Chairman of the Verification Team.

### Appeal & Review:-

In case of rejection of application, the ground for rejection has to be recorded and has to be intimated to the beneficiary. Such applicant may prefer first appeal to an Appellate Authority. **The Appellate Authority will consist of the following members -**

i. DM & Collector	Chairman
ii. District Panchayat Officer (DPO)	Member
iii. DISE	Member





In case, the beneficiary is not satisfied with the observation of the First Appellate Authority, then the concerned beneficiary may file a second appeal to the Reviewing authority which is proposed to be constituted with following composition:-

- |      |  |          |
|------|--|----------|
| i)   | Principal Secretary/ Secretary<br>SW & SE Deptt. | Chairman |
| ii)  | Director<br>SW & SE Department                   | Member   |
| iii) | Addl. Director/ Jt. Director<br>SW & SE Deptt    | Member   |
| iv)  | Branch Officer<br>Pension Section, DSWE          | Member   |

### **8.3 Time schedule for submission of application:**

The applications (format as enclosed in the scheme guideline) can be submitted within one month of inviting the proposals from the Project / Block / Panchayat level. During the entire duration, the applicants will be allowed to submit the applications either at CDPOs office or BDOs office with full set of required documents. The BDO will forward the applications whichever is received in his office to the CDPO office for scrutiny during the stipulated period. The applications will also be received during the various camps, if any applicants wish to do so.

### **8.4 Scrutiny of applications & Sanction of Benefit:**

After the receipt of applications, the CDPO office will scrutinize the applications. During scrutiny, all the documents necessary for getting pension will be thoroughly checked. The authenticity of the documents will also be checked by referring it to the issuing authority, if there is any suspicion about the documents. After the scrutiny of applications, the physical verification of all the applicants will be done on the ground through AWWs/Supervisors to ensure that the applicants are eligible as per the scheme. Further, CDPOs should make a proper scrutiny in respect with the Ineligibility Criteria as mentioned in the scheme guideline

After the scrutiny and physical verification of the applications, the list of eligible candidates along with documents will be placed before the Recommending Authority to be constituted at Block Level for selection of beneficiaries. The Recommending Authority will place the list of recommended beneficiaries to the District Selection Committee for finalizing the list of beneficiaries.



The details of the Recommending Authority at Block/ULB Level and the District Selection Committee along with their specific roles will be notified separately.

Preference should be given to following categories of beneficiaries

- a. Old Age.
- b. Persons with Disability.
- c. Women.

The Director Social Welfare and Social Education will issue orders for sanction of assistance under the scheme accordingly.

## 9. Online Portal

For ensuring time bound service delivery, an Online Portal will be developed in due course of time through NIC.

## 10. Operational Guidelines

### 10.1 Application Processing Cycle

- **On-demand availability of application forms**

Un-numbered Application forms (**Appendix I**) will be free of cost, and will be available at all CDPO Offices around the year. It can be downloaded from the website of the Department also.

### 12.2 Submission of application forms and registration of the same

The applicant will submit the completed application form and all supporting documents to the CDPO Office under which project his/her residence is located. Every CDPO Office will maintain a "**Mukhyamantri Samajik Sahayata Prkalpa**" Register (**Appendix II**), and the receiving officer will do the following upon receiving the application:-

1. Generate an Application number (Format: ICDS PROJECT CODE/ 3-digit running serial number / Financial Year) in **Mukhyamantri Samajik Sahayata Prkalpa Register** and fill in all the sections marked 'for official use' on the Application Form . (**The CODE List of 56 ICDS Projects is given in Appendix-III**)
2. Conduct a primary scrutiny of the application form to verify that all the fields in the form are correctly filled in, and that all necessary documents are appropriately signed and attached.
3. If the application is complete in all respect and all the required documents are attached, the receiving officer will mark the entry in the **Mukhyamantri Samajik Sahayata Prkalpa Register** as "**Accepted**".



4. If the application is not complete, or the documents are insufficient, the receiving officer will mark the entry in the **Mukhyamantri Samajik Sahayata Prakaalpa Register** as "Returned".

### **12.3 Verification of the Application and Enquiry Report**

Each application will be assigned to an Enquiry Officer (Supervisor) who will conduct a field verification and submit an Enquiry Report within 15 days.

### **12.4 Sanction / Rejection of the application**

The Director Social Welfare & Social Education is the **Sanctioning Authority**" under the scheme. The Sanction of beneficiaries under the scheme will be accorded based on the enquiry report of the Enquiry Officer, recommendation of PRIs/ULBs. However, final approval for sanctioning assistance under the scheme will be accorded by the Hon'ble Minister of the Department of Social Welfare & Social Education, Government of Tripura.

### **12.5 Direct Bank Transfer for sanctioned applications**

The sanctioned grant will be transferred directly to the individual bank account of the applicant.

### **12.6 Monthly Reporting**

The CDPOs of each Project will submit a monthly report confirming the eligibility status & number of beneficiaries including number of death cases of his or her Project without fail.

### **12.7 Scheme Monitoring**

1. The scheme will be monitored at State, District and ICDS Project levels for effective implementation.
2. The State Govt. may enhance or decrease the number of beneficiaries from time to time.

## **13. Conditions to Stop Benefit Under the Scheme:**

Assistance under the Scheme will be stopped immediately in the following cases-

- 1) Death of Beneficiary.
- 2) Fulfillment of any exclusion criteria during the lifetime of beneficiary like remarriage of widow, any member of the family of the beneficiary concerned getting Govt. Jobs, the annual family income of the beneficiary exceeding Rs. 1.00 lakh etc.

#### **14 Recovery of Paid Benefits:**

Any amount disbursed to the beneficiaries' account who have been afterwards found ineligible in following circumstances for getting assistance under the scheme will be recovered from the account of the concerned beneficiary or his/her nominee:-

- 1) Delayed reporting of death
- 2) Delayed reporting regarding any family member of the concerned beneficiary getting Government Job
- 3) Reporting regarding fulfillment of any of the exclusion criteria as mentioned in the scheme guideline.

#### **15. Submission of Life Certificate & Income Certificate by the month of November each year.**

The CDPOs will collect Life Certificate & Income Certificate from the beneficiaries getting assistance under the scheme by the month of November each year & will update the status report accordingly in the Monthly Reporting Format of November of the concerned year.

#### **16. Advisory Committee**

A State Social Assistance Advisory Committee will be established to assist the Department of SW & SE in monitoring & evaluation of the scheme and to advise on matters related to policy & its effective implementation. The State Social Advisory Committee (SSAC) should be headed by the Chief Secretary and will include Principal Secretary/ Secretaries/ Special Secretary of Department of Finance, RD, Urban, SW & SE, SC, ST, Revenue, IT.

#### **17. Grievance Redressal Mechanism**

A grievance redressal system at Project level/ GP/VC level; District/ Municipality Level & State Level will be set up and will designate an Officer of appropriate Seniority to whom the grievances can be addressed. Timeline for dealing with grievances will be fixed. Complainant will be given a receipt, indicating the timeline for redressal. The office of the designated officer must keep a record of complaints received, action taken and outcome. A separate register for this purpose will be maintained for this purpose.

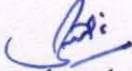


By order of the Governor  
**Secretary to the  
Government of Tripura**

#### **Copy to:-**

1. The Principal Secretary to the Chief Minister, Govt. of Tripura.
2. P.S. to all Ministers.....for information of the Hon'ble Ministers.
3. P.S. to Chief Secretary, Govt. of Tripura.

4. The Commissioner & Secretary/Secretary.....all Department.
5. The under Secretary, G.A.(C&C) Department, Govt. of Tripura.
6. The under Secretary Finance Department (Budget), Agartala.
7. All D.M & Collectors .....
8. All DISEs.....
9. The CDPOs .....ICDS Project for information and compliance. They are requested to receive the application forms from eligible applicants along with required documents and arrange for enquiry regarding eligibility of the benefit and send a consolidated proposal to the Directorate (Pension Cell) in the enclosed format along with their recommendations in hard & soft copy to dsweagt@yahoo.com. CDPOs shall continue to accept new applications round the year and inform the Directorate if any existing beneficiary becomes in eligible or expires. Also requested to CDPOs collect the life certificate from existing beneficiaries except HIV persons month of Nov & Dec every year.
10. The BDOs (all).....
11. All Nagar Panchayat /AMC.....
12. Zilla Parishad (all).....
13. Panchayat Samity (all).....
14. The Manager, Tripura Govt. Press BardwaliAgatala with request to arrange for publication of the Notification under reference in the next issue of Tripura Gazette and send 25(Twenty five) copies of the same to this Directorate.
15. All Department .....
16. All Branch Officer / Sections (in office) .....

  
**Secretary to the  
Government of Tripura**