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**DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
GOVT. OF NCT OF DELHI
SEWA KUTIR COMPLEX, KINGSWAY CAMP
NEW DELHI - 110009**

F.No.76 (350)/RGESAG/SABLAs/DWCD/ICDS/2014-15/Pt. File /12755-59 Dated:

Office Order

04 OCT 2019

In continuation to the Department's Office Order No. 76(528)/SAG/DWCD/ICDS/ 2018-19/20238-245 dated 31.07.2018 for organizing non-nutrition activities / services for nearly 1 hours per day (11:30 P.M to 12:30 P.M) for the target Adolescent Girls, You are hereby directed to incur expenditure for organizing various activities related to Non - Nutrition component of Scheme for Adolescent Girls as per the activity schedule devised by you in respect of your project for 2019-20.

The expenditure on the activities will be incurred out of the allocated budget to the projects for implementing Scheme for Adolescent Girls for Current Financial Year 2019-20.

The guidelines for incurring the expenditure are enclosed herewith. (The guidelines of the Govt. of India are also to be referred)

Shuchi
Shuchi Sehgal
Deputy Director (ICDS)

F.76 (350)/RGESAG-SABLA/DWCD/ICDS/2014-15/Pt. File /12755-59 Dated:

Copy to:

1. P.A. to Secretary, DWCD, GNCTD.
2. P.A. to Director, DWCD, GNCTD..
3. AO & DDO (HQ), DWCD, GNCTD.
4. All CDPOs, ICDS Projects
5. Aastt. Programmer, WCD, GNCTD.
6. Guard File.

Shuchi
Shuchi Sehgal
Deputy Director (ICDS)

**Instructions for Organizing Non - Nutrition Services related Sessions /
Activities under Scheme for Adolescent Girls –for 2019-20.**

1. The services of resource persons from related fields/subjects i.e. Professionals/Experts/ Master Trainers to be taken for conducting various sessions / activities on non-nutrition services at the Anganwadi centers or at any convenient place within the community area as envisaged in the guidelines of the Govt. of India for Scheme for Adolescent Girls.
2. Identification of resource persons for various sessions (It is a pre requisite which has already been communicated earlier during meetings on the subject).
3. It is to be ensured that activities /sessions are to be organized through resource persons as per the calendar of activities of your project for the F.Y. 2019-20. Any change, if required, may suitably be done and recorded, and endorse a copy of the same to the Head Quarter in advance.
4. Scheme for Adolescent Girls training module of NIPCCD available at the website of the Ministry of WCD, Govt. of India www.wcdnic.in is to be referred for various sessions. However, the resource persons may also use other training modules.
5. Activity wise details on Non-Nutrition services are as under:
 - **Nutrition Component:** Each out of school AGs in the age group of 11-14 years registered under the scheme will be provided supplementary nutrition similar to that of pregnant women and lactating mothers under ICDS containing 600 calories, 18-20 grams of protein and micronutrients for 300 days in a year.
 - **Support for successfully transition back to formal schooling or bridge learning / skill training:** The AWW shall undertake home visits in her area; take the help of PRIs, school teachers, School Management Committee members (SMC) and other stakeholders to identify out of School Girls in the age group of 11 to 14 years. The following activities to be conducted to Support the out of school girls for successfully transition back to formal schooling or bridge learning / skill training and ICDS supervisors to monitor these actions:-
 - i) Anganwadi workers during the home visits by explaining them the benefits of education will counsel the families of AGs to enroll them in the schools.
 - ii) Information/guidance about entry/re-entry into formal schools and motivation to do the same will be provided in coordination with Education Department and with the support from SMCs and teachers.
 - iii) The school authorities may be invited to address the out of school AGs on pre-decided days to motivate these AGs by explaining them the benefits of education and motivate them to enrol them to schools or skill training. The teachers may be invited attend the Kishori Diwas for this purpose.
 - iv) Female role models (college going girls from the village, women police officers from the district, state-level sportswomen, women from the village who are now working in other professions) will be invited to motivate out-of-school girls to pursue education.
 - v) SMC members, Teacher, AWW and Sakhi, Sahelis will be involved in mobilizing the community to support the girls and to facilitate their going back to school and access bridge courses.
 - vi) The District, Project and Village level Committees of which the school functionaries would also be a member will ensure convergence and also monitor progress in terms of enrolment of out-of-school adolescent girls in regular schools and non-formal education centres.

- vii) Community mobilization through community based structures, intensive IEC campaign, other communication activities such as mid-media activities, kala jathas, street plays and others to motivate family member as well as AGs by explaining to them the benefits of education and to enrol them. Working with the community is imperative to facilitate a social behavior change and girls' transition to adulthood and their marriage after attaining the age of 18 years and after completion of the full cycle of elementary education. This will involve actively working with influential community members such as PRI members, religious leaders and other community leaders and influencers
- viii) Issue of education of girls may be discussed in the meeting of Gram sabha.
- ix) To link Community structures such as Panchayat, women's self-help groups, school management committees, youth networks, volunteers such as NSS and NYKS, child protection committees (CPC) to support girls' education.
- **IFA Supplementation:** Under National Health Mission (NHM), school children (6-10 years) and adolescents (11-18 years) have been included in the National Nutrition Anaemia Control Programme (NNAPP) to address the iron deficiency anaemia. For providing IFA supplementation to out of school adolescent girls of age 11-14 years, States will establish convergence with the programme being implemented by Ministry of Health & Family Welfare and provide 52 *adult* tablets of IFA to each beneficiary. IFA tablets will be distributed to AGs on Kishori Diwas. AGs will be given information by ANM/AWW on food fortification, dietary diversification and advantages of supplementation by IFA tablets, for combating iron deficiency anaemia.
 - **Health check-up and Referral Services:** There will be general health check up of all AGs, at least once in three months on a special day called the Kishori Diwas which may be synchronized with Village Health & Nutrition Day (VHND) where focused attention on Adolescent specific Health issues may given when immunization is done in the first half and later special sessions may be organized on various issues for AGs. The Medical Officer/Auxiliary Nurse Midwife (ANM) will provide the de-worming tablets to the girls requiring this (as per State specific guidelines). Height, weight measurement of the AGs will be done on this day. Kishori cards for every girl will be prepared and maintained by marking major milestones. The weighing scales provided under ICDS will be used for weighing AG.
 - **Nutrition and Health Education (NHE):** Sustained information on nutrition & health issues will result in a better health status of the girls, leading to an overall improvement in the family health and also help in breaking the vicious intergenerational cycle of malnutrition. NHE will be given to all AGs in the AWC jointly by the ICDS and health functionaries and resource persons/ field trainers from NGOs/Community Based Organisations (CBOs). This will include encouraging healthy traditional practices and dispelling harmful myths, healthy cooking and eating habits, use of safe drinking water and sanitation, personal hygiene, including management of menarche, etc. The adolescent girls will be informed about balanced diet and recommended dietary intake, nutrient deficiency disorders and their prevention, identification of locally available nutritious food, nutrition during pregnancy and for infants. This would also include imparting information about common ailments, personal hygiene, exercise/ yoga and holistic health practices. NGOs/CBOs and other Institutions would be identified for imparting NHE.
 - **Life Skills Education and Accessing Public Services:** Life skills refer to the personal competence that enables a person to deal effectively with the demands and challenges of everyday life. The AGs will acquire knowledge and develop attitudes and skills which support and promote the adoption of healthy and positive behavior in them. Its ultimate aim is to enable AGs in self development. Broad topics to be covered in the training for

- development of life skills may include confidence building, self awareness and self esteem, decision making, critical thinking, communication skills, rights & entitlement, coping with stress and responding to peer pressure, functional literacy (wherever required) etc.
- **Accessing Public services:** One of the important components of being confident is knowledge about the existing public services and how to access these. Awareness talks and visits will be arranged in collaboration with PRI members, NGOs/CBOs, health functionaries, police personnel, bank officials, post office officials, school authorities etc.
 - **Home Management:** AGs benefitting from the scheme will eventually learn to manage their own homes in an improved manner when they grow up. To equip them with adequate knowledge and skills for effective home management, the module developed for training AGs will include issues pertaining to home maintenance, budgeting, saving, running the household, gender sensitivity, schooling of children, etc. AGs will be advised on these issues to orient them to become more productive members of society
6. **Kishori Diwas:** A special day, once in three months, is to be celebrated as Kishori Diwas when general health check up of all AGs shall be carried out by Medical Officer/ANM. IFA and de-worming (to AGs requiring these tablets) to the girls will be provided on this day. Referrals shall also be made on this day, if required. The day can be utilized for imparting Information Education and Communication (IEC) to community/parents/siblings etc counseling/ Behavior Change Communication (BCC) sessions with AGs and their families for promoting good practices, counseling/ motivating the girls to join school, Personality development may be organized on this day.
 7. **All the management for the training program / sessions will be done by the CDPO concerned with the assistance of Supervisors and AWWs. The guidelines of the Govt. of India are also to be referred.**
 8. The RWA Members, MCD Cooperators, MLA of the area concerned may be called at the venue.
 9. Detailed report with photographs must be submitted to HQ quarterly as well as annually alongwith feedback of beneficiaries on various session/activities.
 10. The expenditure of this training program should be as per norms specified.

Life Skill Education

Details	Amount
Payment to Resource Person	Rs. 500/- per session per R. Person x 3 sessions = Rs 1,500/-
IEC Material	= Rs. 1118/-
Contingency i.e. Chairs, Stationery, Photographs, Photocopy, Display Material, Sound System, etc.	= Rs. 1200/-
Refreshment to 1 Resource Person & 2 key persons per session @ Rs. 25/- per head	Rs. 25/- x 3 x 3 sessions = Rs. 225/-
TOTAL	= Rs. 4,043/-

(* 3 sessions per project for coverage of target beneficiaries as per the scheme)

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Nutrition & Health Education, Accessing Public Services

Details	Amount
Payment to Resource Person	Rs. 500/- per session per R. Person x 3 sessions = Rs.1,500/-
Contingency i.e. Chairs, Stationery, Photographs, Photocopy, Display Material, Sound System, etc.	= Rs. 1200/-
Refreshment to 1 Resource Persons & 2 key persons per session @ Rs. 25/- per head	Rs. 25/- x 3 x 3 sessions = Rs.225/-
TOTAL	= Rs. 2,925/-

(* 3 sessions per project for coverage of target beneficiaries as per the scheme)

Misc. Expenditure on Kishori Diwas and Exposure Visit

S.No.	Details	Amount
A	*Kishori Diwas Rs. 500/- for Tea + Snacks twice a day @ Rs. 25/- per head for 10 persons (health personnel & other key persons). Rs. 2,500/- for IEC and recipe demonstration. Rs. 2,000/- for Contingency - Sound System, Chairs, Stationery, Photographs, Photocopy, Display Material, etc.	= Rs. 5,000/-
B	For Exposure Visit	=Rs.7,500/-
C.	Refreshment during Exposure Visit	=Rs.1,500/-
D.	Any Other	=Rs.1,000/-
	TOTAL	= Rs. 15,000/-

Expenditure on Kishori Diwas, Exposure Visit and Refreshment during Exposure Visit are to be met out of the Misc. Head.