

APPENDIX-I

BODOLAND TERRITORIAL COUNCIL SECRETARIAT KOKRAJHAR P&RD DEPARTMENT

The BTC authority is pleased to set guidelines for constitution of TCLCC and VCDC for BTAD area. This is issued as per approval accorded by the BTC authority.

Guidelines are described as below and same will remain in force until further other.

A. TCLCC under BTAD:

1. One TCLCC body will be constituted at the Block Development level by drawing of all elected members having jurisdiction in the Development Block.
2. All Chairmen of VCDC falling within respective Development Block will be the members of TCLCC.
3. The TCLCC body will have members from SC/ST (if such community is available within jurisdiction)
4. One women member from the largest community of the area must be included in the Committee.
5. The members having largest jurisdiction area in the Block will be Chairman of the Committee. The member may change the sitting Chairman on consensus among members or by exercising opinion by raising hand of 1/3 majority.
6. The Chairman or any member will be removed on serious public allegation like moral turpitude and misappropriation of public money in simple 1/3 majority opinion or out rightly removed by the BTC authority.
7. The tenure of the TCLCC body is co-terminus with the Bodoland Territorial Council body.

Duties and Responsibilities of the Territorial Constituency Level Co-ordination Committee (TCLCC) are given below:

1. As soon as the physical & financial allocation is received by the BDO from the DRDA the BDO will communicate allocation to all TCLCC members of Block jurisdiction.
2. After received of recommended schemes from VCDC based on Gaon Sabha meeting the TCLCC will discuss in detail in the Committee meeting and after approving of it those select list will be handed over to the BDO who will in turn submit the same to the DRDA for discussion in GB DRDA concerned.
3. The TCLCC will recommend User Group/ Construction Committee for other works except NREGA works, based on suggestions made by the VCDC members.
4. The TCLCC will also ensure that no contractor is engaged in implementation of NREGA, SGSY and IAY work or any other Rural Development works.
5. For proper utilization of fund under NREGA the TCLCC will oversee conduct of social audit, Vigilance and Monitoring Committee at the VCDC level.
6. The TCLCC will ensure that the VCDC Gram Sabhas have access to relevant information relating to selection of beneficiaries, disbursement of benefits etc. from the office of Block Development Office.
7. The TCLCC will monitor implementation of all Rural Development works and also monitor payment of wages to workers on weekly basis as per Departmental norms.
8. TCLCC will also oversee for proper identification of BPL families and updating of BPL in respective jurisdiction.
9. The TCLCC will sit for discussion at least twice in financial year in a Block Development Office to overview the implementation of Rural Development & other works in respective jurisdiction.

B. VCDC under BTAD:

1. The VCDC must be constituted with permanent inhabitant Revenue / Forest village area.
2. The VCDC must have at least three members other than official members.
3. One member will be drawn from each revenue village.
4. The Chairman of the VCDC will be selected amongst non official members in consensus or opted by the BTC authority.
5. The tenure of VCDC will be co-terminus with that of BTC council e.g. five years.
6. The Chairman or any member will be removed on serious public allegation like moral turpitude and misappropriation of public money in simple 1/3 majority opinion or out rightly removed by the BTC authority.
7. The body of VCDC will assist in rural administration like maintenance and updating of vital statistics, assist in preparation job card and keep safe custody of NREGA records, preparation and updating of BPL list and many other works that may be assigned by the BTC authority in due course of times.
8. The Committee will sit for discussion in the office of VCDC as many as required as works warrants.

Sd/-
Secretary,
Bodoland Territorial Council,
Kokrajhar

Memo. No. BTC/RD (VCDC) 04/2006/19

Dated Kokrajhar the 7th July, 2009

Copy to:

1. All MP/MLA/MCLA for information.
2. The Principal Secretary to the Govt. of Assam, P&RD Department, Dispur, Guwahati-06 for information.

3. The Commissioner, P&RD Dept. Assam, Panjabari, Juripar, Guwahati-37
4. The Principal Secretary, BTC, Kokrajhar for information.
5. The Deputy Commissioner, Kokrajhar / Chirang / Baksa / Udalguri for information.
6. All Secretaries of Bodoland Territorial Council, Kokrajhar for information.
7. The Project Director, DRDA, Kokrajhar / Chirang / Baksa / Udalguri for information and requested to impress upon all BDOs under his jurisdiction to adhere to the guidelines.
8. All C.H.D, BTC, Kokrajhar for information.
9. All BDO, BTC, for information and he is requested to serve the guidelines amongst concern.
10. PS to Chief/ Deputy Chief Executive Member, BTC, Kokrajhar for information.
11. PS to all E.M, BTC, Kokrajhar for information.
12. PS to the Chief Secretary, Assam, Dispur, Guwahati-06 for information.

Signed by
Smt. R. Brahma, ACS
Secretary, BTC, Kokrajhar

APPENDIX-II

Questionnaire

Name of the Respondent: _____
Name of the Village: _____
Name of the VCDC: _____
Gender: Male: _____ Female: _____
Age: _____
Occupation: _____

1. Upto what level you have studied? _____
2. What is the monthly income of your household? _____
3. Do you or a member of your household have a bank account? _____
- 4) As compared to few years ago, how is the financial condition of your household today?
 - a. Much better
 - b. Better
 - iii) Same
 - iv) Worse
5. Are you a BPL card holder?
 - i) Yes
 - ii) No

(If yes) Are you a beneficiary of the following items?

 - a) Rice:
 - i) Yes
 - ii) No
 - b) Sugar:
 - i) Yes
 - ii) No
 - c) Other aids (Blankets, Mosquito, sewing machine, Spray machine etc.)
 - i. Yes
 - ii) No
 - d) Do you have a bank account in connection to job card?
 - i) Yes
 - ii) No
6. Do you think VCDC members are genuine while making selection of beneficiaries of various welfare schemes means for BPL households?
 - i) Fully agree
 - ii) Somewhat agree
 - iii) Somewhat disagree
 - iv) Fully disagree
7. Do you think VCDC receives minimal financial supports or funds to carry out rural development programmes?
 - i) Fully agree
 - ii) Somewhat agree
 - iii) Somewhat disagree
 - iv) Fully disagree
8. Do you support election for VCDC members?
 - i) Yes
 - ii) No
 - iii) Don't Know
9. Do you think VCDC is giving fair representation/share to women in making developmental policies at grass root level?
 - i) Yes
 - ii) No
 - iii) Somewhat
 - iv) Don't know

10. Indicate the following:

a. Types of house where respondent lives?

i) Pucca (Both wall and Roof)

ii) Pucca-Kutchha (Either wall or roof is made of pucca material or kutchha material)

iii) Kutchha-Mud houses

iv) Hut(s)

g. Total No. of family members in house hold: _____

i) Above 18 years _____ ii) Below: 18 years _____

h. Do your household own/afford the following properties?

i) Car	a) Yes	b) No
ii) Motorcycle	a) Yes	b) No
iii) LPG	a) Yes	b) No
iv) TV	a) Yes	b) No
v) Toilet	a) Yes	b) No
vi) Thresher	a) Yes	b) No
vii) Tractor	a) Yes	b) No
viii) Pumping set	a) Yes	b) No

11. Livestock Farming:

i. Farming for trading purpose- a) Yes b) No

ii. Large Scale: _____ ii. Medium Scale: _____ iii. Small Scale: _____

iii. Indicate the following in numbers:

a. Goat: _____ b. Pig: _____

b. Cattle: _____ b. Buffalo: _____

c. Poultry: _____

10. Indicate the following:

a. Do you think the common people are given enough opportunities to participate in the working process of VCDC?

i) Yes ii) No iii) Somewhat/to some extent iv) Don't Know

b. Do you think women are getting enough opportunities to participate in the VCDC?

i) Yes ii) No iii) Somewhat/to some extent iv) Don't Know

c. Does your VCDC organise public awareness campaign related to the following matters? i) Yes ii) No

i) Social: _____

ii) Educational: _____

iii) Political: _____

iv) Economic: _____

d. Do you think VCDC is empowering the common people politically?

i) Yes ii) No iii) Don't Know iv) Somewhat

e. Do you think women are getting enough representation in the VCDC body?

i) Yes ii) No iii) Don't know iv) Somewhat

f. Does your caste getting enough representation in the VCDC body?

(If SC/OBC)

i) Yes ii) No iii) Don't Know iv) Somewhat

e. Does VCDC convene a meeting regularly as prescribed in the guidelines?

i) Yes ii) No iii) Don't know iv) Somewhat

f. Do you participate in the meeting convene by VCDC?

i) Every time ii) Sometimes iii) Rarely iv) Never

g. Does VCDC inform the public about various government schemes?

i) Yes ii) No iii) Don't Know iv) No response

15. Are you satisfied with the role played by the VCDC in developing rural areas?

i) Yes ii) No iii) Don't know iv) No Response

(If not satisfied) State the reason?

Ans: _____

16. Are you satisfied with the working of your VCDC members?

i) VCDC Chairman a) Yes b) No

ii) Other members a) Yes b) No

iii) Member from your Village a) Yes b) No

17. Are you satisfied with the existing rural infrastructural facilities?

i) Road: a) Kutcha b) Pucca

ii) Medical/Health Care Facilities (Sub-Centres within VCDC) a) Yes b) No

iii) School infrastructure a) Yes b) No

iv) Rural Electrification a) Yes b) No

18. Do you think VCDC is properly implementing the Governmental Schemes?

i) Yes ii) No iii) Don't Know iv) No response

19. How successful is VCDC working as a grass-root level mechanism?

- i) Good ii) Somewhat Ok iii) Not good iv) Worse

(If Not good/worst) State the reason:

- a. Members are not good/efficient or corrupt.
- b. Less numbers of members
- c. Limited fund
- d. Limited powers and functions
- e. All of the above

20. Are you satisfied with the leadership of VCDC Chairman?

- i) Yes ii) No iii) Somewhat iv) Don't Know

(If No) State the reason: _____

21. What factors hinder the performance of VCDC? (For VCDC Members and Respondent's View)

Ans: _____

22. What are the current strengths and opportunities which VCDC has, which can be leveraged so as to improve its performance?

Ans: _____

23. How effective is the VCDC been in achieving in its key result areas and objectives?

- i) Good ii) Somewhat good iii) Somewhat bad iv) Don't Know

24. How satisfied are the public/ people of concern areas with the functioning of VCDC?

Ans: _____

25. How effectively are the available financial, physical and human resources being managed?

- i) Good ii) Poorly iii) Somewhat good iv) Somewhat Bad v) Don't Know

26. What is the biggest problem in your local area today?

Ans: _____

27. Does VCDC as a governing institution at grass-root level properly addressing the local issues?

- i) Yes ii) No iii) Don't Know iv) Somewhat

28. Do you think VCDC is maintaining good accountability and transparency towards public?

- i) Yes ii) No iii) Don't know iv) Somewhat

29. What are the aspects/problems under Kokrajhar Development Block which VCDC should give priorities/sensitise for rural development?

Ans: _____

29. Have you or any of your family members benefited from the following schemes? (State in Yes/No)

- | | | | | |
|--|--------|--------|-----------------|-----------------|
| a. MNREGA | i) Yes | ii) No | iii) Not heard | iv) NR |
| b. IAY | i) Yes | ii) No | iii) Not heard | iv) NR |
| c. NSAP | i) Yes | ii) No | iii) Not heard | iv) NR |
| d. PMAY-G | i) Yes | ii) No | iii) Not heard | iv) NR |
| e. (If yes) Do you think VCDC have implemented the above mentioned schemes properly? | | | | |
| | i) Yes | ii) No | iii) Don't Know | iv) No response |

30. Indicate your opinion.

a. VCDC members indulge in corrupt practice.

- i) Fully agree ii) Somewhat agree iii) Somewhat disagree iv) Fully disagree

(If agree) State the reason: _____

c. VCDC has relatively less autonomy to carry out rural development programmes.

- i) Fully agree ii) Somewhat agree iii) Somewhat disagree iv) Fully disagree

31. Does VCDC effectively completes/implement the developmental project undertaken within stipulated time frame.

- i) Yes ii) No iii) Don't Know iv) No Response

32. What reformation measures would you suggest to improve the working of the VCDC?

Or

How can the performance of VCDC be improved?

Ans: _____

33. Any other Suggestion you would like to state?

Ans: _____

Thank You

Date:

Place:
Signature

Respondent's

6. Does VCDC get enough funds to carry out developmental programmes at rural areas?
 Ans:.....

7. What reformation measures would you suggest to improve the working of the VCDC?
 Or
 How can the performance of VCDC be improved?
 Ans:.....

8. Does VCDC get enough funds to carry out developmental programmes at rural areas?
 Ans:.....

9. Does VCDC get enough autonomy to make developmental plans and policies at grass-root level?
 Ans:.....

10. Is there any over-lapping in the functioning of Block and VCDC? *If Yes* “How can it be improved”?
 Ans:.....

11. What are the aspects/problems under Kokrajhar Development Block which VCDC should give priorities/sensitise for rural development?
 Ans:.....

12. What factors hinder the performance of VCDC? (For VCDC Members and Respondent’s View)
 Ans:.....

13. What are the current strengths and opportunities which VCDC has, which can be leveraged so as to improve its performance?

Ans:.....
.....
.....

14. State about the funds and schemes it receives?

i) Central schemes and Funds:

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.....
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ii) State schemes and funds:

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.....
.....

iii) BTC funds and schemes:

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.....
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iv) Other/ Miscellaneous :

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.....
.....

Thank You

Date:

Place:

Respondent's Signature