



No. J – 11011/11/2015-RE-I (344831)
Government of India
Department of Rural Development
(Mahatma Gandhi NREGA Division)

Krishi Bhawan
18th April, 2016

To

**Director General
National Institute of Rural Development & PR (NIRD – PR)
Hyderabad**

Subject: Barefoot Technicians Standard Operating Procedure (SOP) and role of NIRD

Dear Sir/Madam,

As you are aware, the Ministry jointly with state governments has fixed a target of training and deployment of Barefoot Technicians in the financial year 2016-17 (Annexe 1).

2. The key processes involved are as follows:

- i. Training of BFT Trainers
- ii. Preparation for BFT Training
- iii. BFT Training
- iv. Assessment and Certification
- v. Deployment

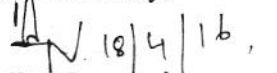
3. The key stakeholders are as follows:

- i. State Government
- ii. State Institute of Rural Development
- iii. Programme Division, MoRD
- iv. BFT Cell, MoRD
- v. National Informatics Centre, MoRD
- vi. National Institute for Rural Development
- vii. Agriculture Skills Sector Council of India
- viii. Master Trainers, as selected by MoRD
- ix. BFT Trainers, as nominated by State Governments
- x. Recommended BFT Trainers, as recommended by MoRD
- xi. Barefoot Technician Candidates
- xii. Barefoot Technicians (BFTs)

4. The comprehensive Standard Operating Procedure (SOP) incorporating the key processes, roles and responsibilities of the key stakeholders for the execution of this project is enclosed (Annexe 2). 3
5. The following may be noted as the role of NIRD;
 - i. Anchoring of Training of BFT Trainers at NIRD based on the Training Calendar of 2016-17.
 - ii. Training Material
 - a. The Training Material consists of two categories; Trainers Guide for the Training of BFT Trainers held at NIRD and 12 Learning Units for the Trainings to BFTs held at SIRD. The former has to be distributed during the ToT and the latter couriered to the concerned person in the State.
 - b. NIRD to print adequate numbers of Training Material as per the Training Calendar issued (for Trainers Guide) and BFT Batch Targets (for Learning Units).
 - c. Master Trainers may be provided only 1 set of Trainers Guide and 12 Learning Units in either English or Hindi.
 - d. BFT Trainers to be provided only 1 copy of the Trainers Guide in either English or Hindi.
 - e. BFT Candidates to be provided only 1 set of 12 Learning Units in either English or Hindi.
 - f. NIRD to maintain inventory of printing and distribution of material which is to be shared on quarterly basis with MoRD as per format enclosed (Annexe 3). 2
 - iii. Assist SIRDs to become partner agencies of ASCI and enter batch details in NSDC portal.
 - iv. Forward complete monitoring format in Section VII of the SOP with enclosures (Part A and Part B) for each BFT batch received from respective SIRD's to MoRD for approval of fund release from Capacity Building funds.
 - v. Reimburse ASCI @ Rs. 800 per assessment based on actuals.
 - vi. The role of SIRD's as detailed in the SOP may be communicated to them specifically for the smooth running of the project including the monitoring formats in Section VII of the SOP.
6. Thus the funds placed with NIRD for Barefoot Technicians will be towards the following heads;
 - i. Training of BFT Trainers as per calendar
 - ii. Printing and couriering of material per batch
 - iii. Reimbursement to SIRD's and ASCI per batch

We look forward to your continued support to ensure that we meet the targets successfully.

Yours faithfully,


Aparajita Sarangi
JS, MGNREGA

Enclosures

1. BFT Targets 2016-17
2. Formats for Inventory of BFT Material
3. Standard Operating Procedure

Annexe 1**BFT Targets 2016-17**

S. No.	State	No. of batches	No. of BFTs
1	Chhattisgarh	6	180
2	Kerala	4	120
3	Jharkhand	(separate scheme)	(separate scheme)
4	Rajasthan	17	510
5	Andhra Pradesh	17	510
6	Telangana	4	120
7	Uttrakhand	12	360
8	Madhya Pradesh	17	510
9	Gujarat	4	120
10	Jammu and Kashmir	4	120
11	Karnataka	15	450
12	Manipur	3	90
13	Punjab	2	62
14	Arunachal Pradesh	2	60
15	Meghalaya	2	60
16	Bihar	17	510
17	Uttar Pradesh	7	210
18	Haryana	1	30
		134	4022

Standard Operating Procedure for Barefoot Technician Project

I. Stakeholders and processes

	Training of BFT Trainers	Preparation for Training of BFTs	Training of BFTs	Assessment	Deployment
Physical	NIRD	State	State	State	State
Financial	As per budget	Rs. 29,636 per BFT candidate to SIRD	Rs. 150 stipend per day to BFT candidates	Rs. 800 per candidate to ASCI	Skilled wage rate to BFTs from material costs
MoRD, PD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MoRD, BFT Cell	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
NIC		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
NIRD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
State Dept	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SIRD		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
ASCI		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Master Trainers	<input checked="" type="checkbox"/>				
BFT Trainers	<input checked="" type="checkbox"/>				
Recommended BFT Trainers			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
BFT Candidates		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
BFTs					<input checked="" type="checkbox"/>

1. MoRD, PD = Ministry of Rural Development, Programme Division
2. MoRD, BFT Cell = Ministry of Rural Development, Barefoot Technician Cell
3. NIC = National Informatics Centre, MGNREA
4. NIRD = National Institute of Rural Development
5. State Dept = MGNREGA Department
6. SIRD = State Institute of Rural Development
7. ASCI = Agriculture Skills Sector Council of India
8. Master Trainers = Selected by MoRD
9. BFT Trainers = Nominated by State Government
10. Recommended BFT Trainers = Recommended by MoRD after ToT
11. Prospective BFT Candidates = MGNREGA workers called for screening test
12. BFT Candidates = MGNREGA workers passed screening test and selected for training
13. BFTs = Barefoot Technicians certified by ASCI after training