SPECIAL PROGRAMME IMPLEMENTATION DEPARTMENT

POLICY NOTE

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Minister for Municipal Administration, Rural Development and Implementation of Special Programme

Government of Tamil Nadu
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Special Programme Implementation Department

POLICY NOTE 2017-2018

1. Introduction:

With a view to improve the standard of living of various sections of the society, especially the disadvantaged and the marginalized such as the poor and the women, this Government have come up with implementation of several social schemes and various announcements.

In this direction, schemes such as providing milch cows to the poor, sheep / goats to the poorest of the poor at free of cost, marriage assistance along with 8 grams of 22 carat gold coin at free of

cost for making Thirumangalyam, distribution of Laptop Computers to students free of cost etc., are being implemented.

The Special Programme Implementation Department was created by the Government on May 2011 for monitoring the fulfillment of various announcements and monitoring the implementation of various flagship programmes of the Government.

This department in coordination with other line departments monitors the effective implementation for achieving sustainable development and balanced growth of every important sectors such as Agriculture, Energy, Education, Health,

Rural Development, Industry and Infrastructure.

This department monitors and coordinates with various departments for the effective implementation of various flagship schemes and announcements of the Government, to ensure that the benefits of the schemes reach the needy population.

2. Roles and Responsibilities of the Department:

2.1 The Special Programme Implementation Department is entrusted with roles and responsibilities as given below**:-**

❖ Monitoring the progress on the implementation of the announcements

made by the Government on various occasions.

❖ Monitoring the implementation of Flagship Schemes of the Government in coordination with the concerned line departments.

❖ Undertaking field inspections, reviewing the schemes at regional and district level meetings and suggesting measures to remove the bottlenecks in the implementation of the schemes as and when necessary.

❖ Providing necessary feedback to the Government on the qualitative and quantitative aspects of the schemes

being implemented and also suggest necessary remedial measures.

- ❖ Consolidating the suggestions (based on field reviews and inspections) of the District Monitoring Officers that requires policy interventions and submit the same to the office of the Hon'ble Chief Minister through the Chief Secretary.

- ❖ Coordinating with the line departments and suggesting improvements and revision of the guidelines of schemes under implementation to enhance the quality of services delivered.

❖ Conducting critical reviews to enable revamping of the schemes taking into account technological changes to improve the ease of business and minimizing the interface between the Government agencies and general public.

❖ Preparation of special reports as and when required by the Government.

2.2 In order to ensure that the Government schemes are implemented efficiently, the Government have created an inspection and monitoring mechanism exclusively at the Secretariat. The task of monitoring of fulfillment of announcements and implementation of flagship schemes is achieved by drafting

the services of Secretaries to Government and Heads of Departments through field inspection and periodical reviews at District level.

3. Monitoring:

In order to ensure that the benefits of the Schemes reaches the beneficiaries promptly monitoring becomes indispensable. Accordingly the Special Programme Implementation Department monitors the various flagship schemes and fulfillment of announcements of the Government.

3.1 Monitoring Methods:

Monitoring is an administrative mechanism which plays a significant role

in continuous updation of information on the status of implementation of schemes of the Government. Monitoring primarily provides information to the Government at regular intervals on the status of physical and financial achievements of various schemes. Monitoring of implementation of a programme is necessary to refine the programme delivery and to ensure its successful implementation.

Monitoring provides several information on the effective implementation of a scheme, ensures whether the scheme reaches the target people and identifies bottlenecks, if any, during implementation at the field level.

Monitoring also ensures the assessment of the progress of various schemes at regular intervals. The concurrent monitoring of the projects/schemes also facilitates systematic collection and analysis of information as the scheme progresses.

The Special Programme Implementation Department in coordination with the departments concerned plays a significant role in gathering and updating the current status of the implementation of various schemes and provide information whether the schemes are being implemented as per the plan of action and in identifying the areas of concern for improvement in the

implementation. More precisely, the Special Programme Implementation Department monitors the progress of implementation of the schemes of different departments with special focus on the flagship schemes.

3.2 Monitoring the special schemes of the Government:

The Government have been implementing several schemes for the socio−economic development and long felt needs of the people. The Special Programme Implementation Department has developed an on-line system that enables the concerned departments to furnish information on the status of implementation of various

announcements at regular intervals, using appropriate Information Technology tools.

3.3 Mechanisms evolved for effective monitoring:

The following Mechanisms have been evolved by the Special Programme Implementation Department for ensuring effective monitoring system:-

i) Monitoring of Announcements:

The Special Programme Implementation Department has been entrusted with responsibilities of monitoring the progress of all Announcements made in the Hon'ble Governor's Address, Budget Speech, Announcements made by the Hon'ble

Chief Minister under Rule 110 on the floor of the House, during the Conference of District Collectors and Announcements made by the Hon'ble Ministers on the floor of the House.

This department in coordination with the line departments concerned gathers the progress of implementation of various announcements. The department provides information for review by the Chief Secretary to Government in the 'All Secretaries Meeting'. The Department also submits fortnightly progress report to the Hon'ble Chief Minister's Office. To furnish the updated progress on the implementation of the announcements through online by

the departments concerned, in-house interactive webpages were developed and hosted on the intranet system of the Secretariat website. A special in-house software has been designed and developed for gathering various types of report. Nodal Officers have been appointed by all the departments in the Government to coordinate with their Heads of Departments and to update the status on-line.

Based on the progress reports furnished by the various departments, the status of Announcements are categorised and a consolidated report is submitted to the Government

periodically by the Special Programme Implementation Department. Reports thus consolidated, are being utilized in the high level review meetings.

Monitoring carried out by the Special Programme Implementation Department provides valuable inputs for increasing allocation / scaling up / introducing a new programme / modification of an existing one by the Government.

ii) Monitoring the Flagship Schemes:

The Government implements various flagship schemes namely the distribution of Milch Cow/Sheep and Goats to the rural poor to increase their income and

consequently provide livelihood to the families, Laptop Computers to the students to bridge the digital gap, distribution of home appliances like Fan, Mixie and Grinders to women beneficiaries to improve their standard of living, providing Comprehensive Health cover through Insurance Scheme to safeguard the health of the poor, financial assistance to pregnant women through Dr. Muthulakshmi Reddy Maternity Benefit Scheme Financial assistance through various Marriage Assistance Schemes to the marginalized women along with 8 grams of 22 Carat gold coin and Construction of houses under Chief Minister's Solar Powered Green House Scheme. The Special

Programme Implementation Department is entrusted with the task of close monitoring of these schemes implemented by various departments. This department collects the updated progress reports of these schemes periodically from the Departments concerned and consolidated reports are being prepared which serves as basic information for the review meetings.

iii) High Level Monitoring Committee:

A High Level Monitoring Committee has been constituted by the Government for reviewing and monitoring the Flagship Schemes of the Government as follows:-

Sl. No.	Designation of the Officer	Position
1.	The Chief Secretary to Government	Chairperson
2.	The Principal Secretary to Government, Finance Department	Member
3.	The Principal Secretary to Government, Special Programme Implementation Department	Member - Secretary
4.	The Principal Secretary/Secretary to Government of the concerned line Departments	Members

In the High Level Monitoring Committee meetings, the implementation of the flagship schemes are being discussed and specific issues if any, are addressed wherever necessary. The High Level Monitoring Committee meetings, which are normally convened as and when required, undertakes detailed deliberation of the flagship schemes their progress status, challenges and issues if any, in implementation of the schemes.

Policy interventions are made based on the deliberations, besides updation of guidelines of the flagship schemes taking into account the feedback provided by the Departments and District Monitoring Officers.

iv) District Level Nodal Officers:

The District Collectors have designated senior officers such as District Revenue Officer and Project Director, District Rural Development Agency as Nodal Officers for monitoring the implementation of Flagship Schemes in the District. These Nodal Officers coordinate with the officers of the implementing departments and act as a pivot at the district level for timely

feedback and action. They also extend necessary assistance to the officers of this department while undertaking field inspections.

v) Field Inspections:

The Officers of this Department conduct periodical field inspections and submit reports to Government on the progress and effectiveness of the schemes being implemented by various departments at the district level.

vi) Regional Review Meetings:

Regional Level Review Meetings are conducted with the District Collectors to review the implementation of the flagship schemes of the Government in general

and specific schemes in particular. In such regional review meetings, Senior Officers from the departments concerned participate and benefit from the deliberations on the modalities of implementing these schemes. The regional level meetings provides a window for the district level officers to highlight field level impediments, modifications / improvements required for enhancing the quality of services delivered.

3.4. Monitoring Officers:

The Government have appointed Secretaries / Principal Secretaries/ Additional Chief Secretaries to Government as District Monitoring

Officers. These Monitoring Officers, in charge of a District, undertake review meetings/inspect major schemes and programme in the districts and provide necessary advice/solution to the district officials for sorting out the bottlenecks and pave way for speedy implementation of the programme.

The District Monitoring Officers, coordinate with different Heads of Department, to sort out inter-departmental issues and also evaluate the efficacy of the guidelines of different schemes in vogue and offer suggestions requiring policy interventions at the Government level. The existing arrangement enables continuous churning

of policies to meet the field requirements and ever increasing aspirations of the general public. The Monitoring Officers submit to the Government their important observations, follow up action to be taken and recommend modification / improvement of the schemes. The suggestions of the Monitoring Officers are consolidated and submitted to the office of the Hon'ble Chief Minister through the Chief Secretary.

4. Schemes of the Special Programme Implementation Department:

Besides monitoring the various special schemes of the Government, this department is in-charge of the

implementation of the following two flagship schemes of the Government:-

i. Distribution of Laptop Computers free of cost to students

ii. Distribution of Electric Fans, Mixies and Grinders free of cost to women.

4.1 Distribution of Laptop Computers to students:

Tamil Nadu, a major Software exporter in the country is well positioned among the States of India, as a major global destination for Information and Technology related Investments. The Center for International Development, Harvard University observed that, Tamil Nadu is playing a vital role in promoting Computer Education,

Computer based Government Services and incentives to Private sector, which indicates the level of growth of Tamil Nadu in the field of information technology. In this technology era, where the world has become a Global Village, the knowledge of computer applications opens the avenue of opportunities in the Global job market. It is further clear that the Information and Communication Technology has become a Gateway for the impending changes in the Socio-Economic Fabric of the World. However, there exists a Digital Divide between the Urban and Rural areas and within the rich and the poor.

Realizing this Digital divide and as a measure of bridging, the Government of Tamil Nadu, as a pioneering initiative has introduced the Scheme of distribution of Laptop Computers to the students of Schools, Arts and Science Colleges, Engineering Colleges and Polytechnic Colleges, Government and Government aided Institutions in Tamil Nadu from the year 2011-12. The Free Laptop Computer Scheme is an exceptional pedagogic effort, which is having a far reaching impact on improving the access to higher education for the students from the poor and needy families across the State.

The basic objective of this scheme is to make the students conversant with

latest technological updates in Information Technology, to train them with industry-ready digital skills and to enable them to compete successfully in the employment market. The State Government through this scheme is addressing all the three significant education policy concerns viz., access, participation and attainment.

In the year 2011-12 and 2012-13, the students studied in Government and Government-Aided Schools, Arts and Science Colleges, Engineering Colleges and Polytechnic Colleges were provided with Laptop Computers. From the year 2013-14 onwards, plus two students in Government and Government Aided

Schools and First year students of Government and Government Aided Polytechnic Colleges benefit under the Scheme.

Year-wise/Institution-wise distribution of Laptop Computers to Students

Year	Schools	Arts / Science Colleges	Engineering Colleges	Polytechnic Colleges
2011-12	12th Standard	1st & 3rd year	2nd & 4th year	1st & 3rd year
2012-13	12th Standard	3rd year	2nd & 4th year	1st & 3rd year
2013-14 onwards	12th Standard	----	----	1st year

The Special Programme Implementation Department was exclusively created in the year 2011 by the Government for monitoring the effective implementation of various

Flagship schemes. Besides, this department has also been given the responsibility of implementing the Distribution of Laptop Computers at "Free of Cost" to students.

In view of the non-availability of Technical expertise, to process the procurement of laptop computers, Special Programme Implementation Department has entrusted this task to ELCOT to act as procurement agency on its behalf. The Special Programme implementation department issues Administrative sanction for the procurement of laptop computers under this scheme. Necessary funds are being released to ELCOT by the

Special Programme Implementation department.

The distribution of Laptop Computers for 2011-12 and 2012-13 was carried out by the Directorates of School Education, Collegiate Education and Technical Education. From 2013-14 onwards, Laptop Computers are being distributed through Directorates of School Education and Technical Education.

The laptop computers to be distributed to the students are provided with dual boot facility offering both "Windows 10 Pro" National Academic Edition & BOSS / Linux from the Centre for Development of Advanced Computing (CDAC) along with a Anti-virus Software, contents from

Tamil Virtual Academy and from the Education Department. A standard keyboard with English and Tamil letters with rupee symbol and with integrated touch pad will also be provided. Special Software has been provided for the visually impaired students. Back packs are also provided along with the Laptop Computers for protection. The scheme of distribution of Laptop Computers makes learning more interesting for the students and to develop technical skills such as Spread sheets, Power Point Presentation and Word processing, etc.

The Laptop Computers are provided with one year warranty including battery. To ensure proper working and

maintenance of the Laptop Computers, Service Centres have been set up by the agencies concerned in all the districts and students have been well informed about the facility.

The scheme has opened up a whole lot of knowledge based opportunities to the present generation of students. The Government have provided through this scheme the fruits of latest technology to the students while they are at the threshold of their career.

The scheme of distribution of Laptop Computers to students free of cost has been a great success. The students benefitted under the scheme have been able to identify and utilize the computer

system for multiple purposes. It is also learnt that other members of the family, especially the younger siblings are showing keen interest to learn and operate the computer system. This development augurs very well in preparing the future generations also for digital literacy and to become a global citizen through the plethora of opportunities digital world provides. The interest of the siblings in the family is an indication of the impending change in the society that the scheme can potentially bring about. Overall, the students not only see the Laptop Computer as a device but a window for a better future and increased social status among their peers.

The scheme has added a lot of value to the student community and it is expected that, the usage will be more advanced and will be a precursor for "activate content creation" by the students over a period of time and this transition will define the ultimate success of the scheme.

Like many other innovative schemes initiated by the Government of Tamil Nadu, this scheme is also being replicated by other States.

Under the scheme, 31.78 lakh laptop computers have been distributed free of cost to students at a total cost of Rs.4,842.30 crore during the years 2011-12 to 2015-16. For the year

2016-17, 5.35 lakh students are targeted to provide Laptop Computers at an allocation of Rs.867.00 crore and the distribution of laptop computers to students is in progress.

The scheme will continue to be implemented during the current year 2017-18 and about 5.65 lakh students are proposed to be benefited at an allocation of Rs.758.00 crore.

4.2 Distribution of Electric Fans, Mixies and Grinders at free of cost to Women Beneficiaries:

The Special Programme Implementation Department has implemented the scheme of distribution

of Electric Fans, Mixies and Grinders to Women beneficiaries at "Free of Cost". The aim of the scheme was to provide relief to the women from strenuous household activities. About 1.75 crore households have been provided with Electric Fans /Induction Stove, Mixies and Grinders from 2011-12 to 2015-16 at a cost of Rs.7,622.00 crore. This scheme improved the standard of living of the poor women and also improved their social status by providing these appliances in their homes. This scheme has empowered women to play an effective role in the economy by enabling their engagements in other economic activities.

4.3 Enterprise Resource Planning (ERP):

Enterprise Resource Planning (ERP) is an advanced software developed for tracking the movement of Laptop Computers under the scheme "Distribution of Laptop Computers to the students" implemented by this department. This software is a management software that allows an organization to use a system of integrated applications to manage the business. This software facilitates all facets of an operation, including procurement and distribution. The ERP software has been specially developed by ELCOT for monitoring the scheme of distribution of Laptop Computers to

students and is being used by ELCOT, School Education and Technical Education Departments.

5. Conclusion:

The State of Tamil Nadu has stood as a Pioneer in implementation of a slew of welfare schemes for improving the standard of life of its citizens by transforming the socio-economic fabric of the downtrodden in the State. The benefits of welfare schemes such as healthy mothers delivering healthy babies; empowering students to enhance their skill and employability; enhancing income of the poor through better livelihood opportunities; environment friendly homes for the rural poor;

benevolent help to the widows and other vulnerable sections of the society and health insurance coverage for all the needy, etc., are reaped by the people of the State of Tamil Nadu.

The Special Programme Implementation Department through an exclusive software, monitors various Flagship schemes, Announcements, and Manifesto of the Government. The department provides information for the modification of the guidelines of the schemes and thereby ensures effective implementation.

The Special Programme Implementation Department, effectively monitors the flagships schemes of the

Government of Tamil Nadu for the prosperity and wellbeing of diverse sections of the society. The Special Programme Implementation Department, effectively and consistently monitors the implementation of the schemes thereby playing a pivotal role in the socio-economic development of the state of Tamil Nadu.

S.P. VELUMANI
Minister for Municipal Administration,
Rural Development and
Implementation of Special Programme

I

II

III

MONITORING PROCESS – FLOW CHART

HLMC MEETING

RECOMMENDATION

GERNERATION OF REPORTS

FIELD INSPECTIONS

POLICY INTERVENTION

ANLAYSIS

COMPILATIONS

IMPROVEMENT / MODIFICATIONS

COLLECTION OF DATA

S C H E M E

IV
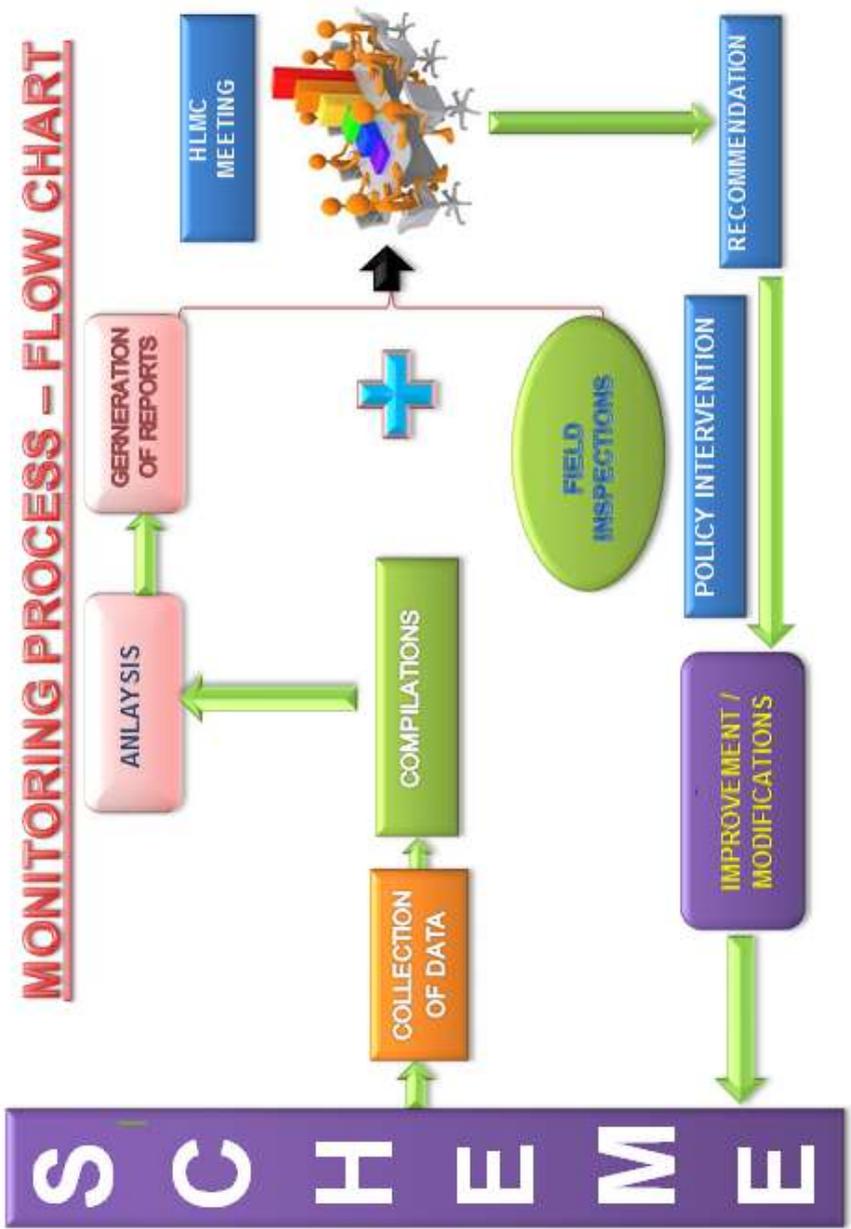
Distribution of Laptop Computers to Students
Number of Students (2011-12 to 2015-16) - 31.78 Lakhs

Engineering Colleges 2%

Schools 81%

Arts & Science Colleges 13%

Polytechnic Colleges 4%

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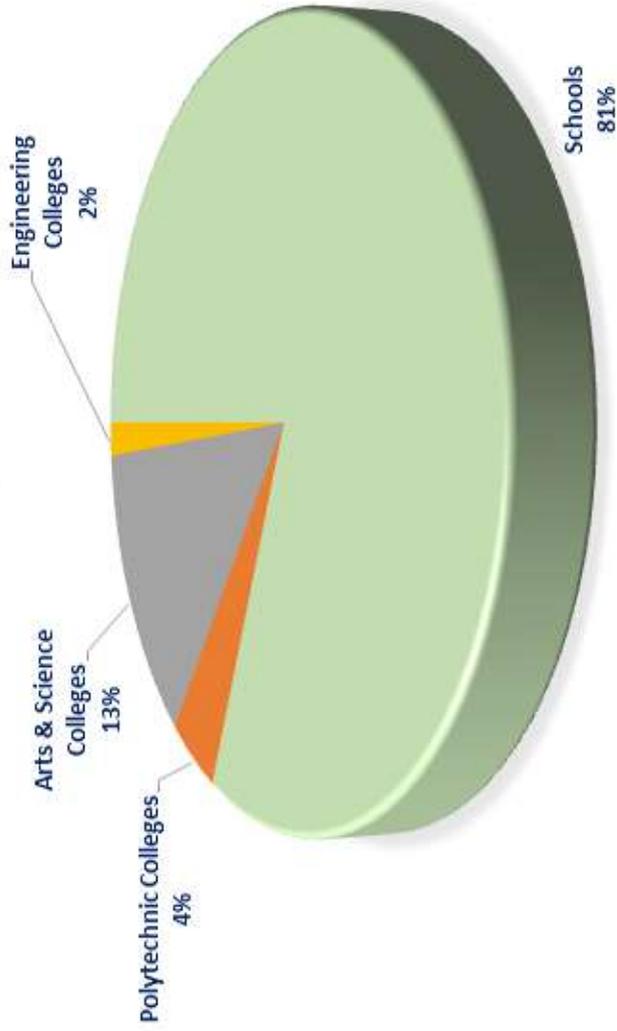
Distribution of Laptop Computers to Students

District-wise Number of Students
(2011-12 to 2015-16) - 31.78 Lakhs

No. of Students

District	No. of Students
Chennai	2,13,518
Vellore	1,91,876
Madurai	1,56,831
Kancheepuram	1,55,458
Tirunelveli	1,43,403
Coimbatore	1,40,812
Salem	1,40,275
Villupuram	1,36,438
Thiruchirapalli	1,25,308
Thanjavur	1,23,822
Cuddalore	1,15,760
Thiruvallur	1,11,572
Virudhunagar	1,11,245
Thoothukudi	1,10,067
Tiruvannamalai	1,08,152
Kanyakumari	1,01,415
Erode	82,652
Nagapattinam	82,423
Dindigul	81,221
Krishnagiri	80,624
Pudukottai	77,935
Tiruppur	76,725
Dharmapuri	73,095
Sivagangai	64,870
Namakkal	64,307
Thiruvarur	61,938
Ramanathapuram	59,149
Theni	58,437
Karur	36,373
Ariyalur	34,255
The Nilgiris	32,133
Perambalur	25,939

Districts

2,50,000
2,00,000
1,50,000
1,00,000
50,000
0