



Government of Odisha
Housing & Urban Development Department
3rd floor, Kharavel Bhavan, Unit-V, Bhubaneswar, PIN:751001

File No.: HUD-FUND-SCH-0004-2022 Letter No.: 2245 Date 31-01-2023

From

Sri Pravat Kumar Mohapatra, OAS
Additional Secretary to Government

To

The Municipal Commissioners (All Municipal Corporations)
The Executive Officers (All Municipalities & N.A.Cs)

Sub: Strengthening of Ward Office across all Urban Local Bodies of the State under 5T
Governance Framework:-Modification of Selection Criteria of MSGs & Re-constitution
of Selection Committee for selection of Ward Office Management

Madam/ Sir,

With reference to the subject cited above, I am directed to say that the guiding principles for functioning of Ward office 2.0 and selection of MSG for Ward office Management has been issued vide this Department letter 19356, dated 19.11.2022. Now after careful observation of the feedback and suggestions received from different quarter the government in H & UD Department has been pleased to modify the Para-I, II & III under "Assessment Criteria and Scoring for Selection of MSG-For Ward Office 2.0 Management" as annexed herewith.

You are requested to follow the modified criteria for selection of MSGs through the new selection committee for Ward Office 2.0 Management.

Yours faithfully,


31/01/23

Additional Secretary to Government

Memo No. 2246 /HUD, Date 31-01-2023

Copy forwarded to all collectors & DM / all PD, DUDAs for information and necessary action.


31/01/23

Additional Secretary to Government



MODIFIED ASSESSMENT CRITERIA AND SCORING FOR SELECTION OF MSG- FOR WARD OFFICE 2.0 MANAGEMENT

A. Selection Committee for Selecting the 'Ward Office Management Group':

i) Selection Committee for 110 ULBs (Municipality & NAC)

Sl. No.	Description	Designation
1.	District Collector or Officer designated by the Collector	Chairperson
2.	Executive Officer	Member Convener
3.	Representative from Mission Shakti Department	Member
4.	Nodal Community Organizer (CO)	Member
5.	City Mission Manager	Member

ii) Selection Committee for BMC & CMC

Sl. No.	Description	Designation
1.	Commissioner or Officer designated by the commissioner (for municipal corporations)	Chairperson
2.	Deputy Commissioner	Member Convener
3.	Representative from Mission Shakti Department	Member
4.	Nodal Community Organizer (CO)	Member
5.	City Mission Manager	Member

iii) Selection Committee for BeMC, RMC & SMC

Sl. No.	Description	Designation
1	District Collector or Officer designated by the Collector	Chairperson
2	Commissioner or Officer designated by the Commissioner	Member Convener
3	Representative from Mission Shakti Department	Member
4	Nodal Community Organizer (CO)	Member
5	City Mission Manager	Member

B. Selection criteria for selection of Mission Shakti SHGs (MSG):

1. MSG should be from the same ward (in the absence of an eligible group, the MSG from the nearby ward may be considered with the committee's approval).
2. MSG must be at least one (1) year old as on the date of application.
3. MSG must be strictly following the Panchasutra.
4. The minimum qualification of any member of the MSG should be matriculation.
5. MSG must have a Permanent Account Number (PAN).
6. MSG must have been previously engaged in income-generating activities.
7. MSG must not have records of financial irregularities (such as loans declared NPA and write-offs etc.)
8. MSG must not have a record of involvement in any anti-social or criminal activities.

Note:

- Based on the satisfactory recommendation of the selection committee after document verification and interaction, the Mission Shakti SHG shall be selected.
- The Selection Committee reserves the right to reject the application submitted by Mission Shakti SHG if not satisfied with MSG's credibility and past performance record.