



VIVEK JOSHI, IAS
JOINT SECRETARY

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महिला एवं बाल विकास मंत्रालय
शास्त्री भवन, नई दिल्ली-110 001

GOVERNMENT OF INDIA
MINISTRY OF WOMEN & CHILD DEVELOPMENT
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D.O.No.9-5/2010-IGMSY

Date : 01.12.2010

Dear :

This has the reference of Ministry's D.O. letter No. 9-5/2010-IGMSY dated 08.11.2010 conveying the approval of the Government for implementation of **Indira Gandhi Matritva Sahyog Yojana (IGMSY) – Conditional Maternity Benefit (CMB)**, a new scheme for pregnant and lactating women on a pilot basis in 52 selected districts across the country.

2. A copy of the Scheme along with the list of the districts selected for your State /UT was forwarded vide aforesaid letter to your State/UT. The Scheme has been also posted on the website of the Ministry www.wcd.nic.in. The guidelines for implementation of the Scheme are being finalized and would be sent shortly.
3. State Government/UT Administration would require to start a base line survey for identification of the P&L women in the pilot districts to roll out the scheme. The instructions along with the format for conducting the base line survey are enclosed.
4. You are requested to direct the concerned officials to carry out the base line survey in the selected districts expeditiously and complete it by 31.12.2010 and intimate the Ministry about the beneficiaries expected to be covered under IGMSY during 2010-11 and 2011-12 in the format of Summary: Part 2. A copy of the reply may also be sent through email to: archana.awasthi@nic.in. Based on this information, funds would be made available to States/UTs under IGMSY.
5. You are also requested to intimate to the Ministry, the list of the ICDS projects being covered in the selected districts under IGMSY.
6. An early response will be highly appreciated.

Yours sincerely,

(VIVEK JOSHI)

to Secretaries dealing with ICDS (cell states/46)



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Regards,

Yours sincerely,

(VIVEK JOSHI)

SUMMARY: Part 2

Category	Pregnant			Lactating		Total
	1 st trimester	2 nd trimester	3 rd trimester	Child 0-3 months	Child 3-6 months	
SC						
ST						
Others						
Total						Grand Total :

Instructions for Base line Survey of Pregnant & Lactating Women

1. *What is the purpose of the Survey?*

The Base line Survey of Pregnant and Lactating Women (P&LW) is meant to help the State / UT identify and list every P&LW in the area of the AWCs where IGMSY is to be implemented.

2. *How is the format organized? How is it to be used? Whose names should be entered in this format?*

There are two parts of the base line format:

- a. Part 1 is used to record the details of P&LW who live in the area covered by the AWC.
- b. Part 2 is the summary of total P&LW in the area.

Part 1: Details of Pregnant / Lactating Women

1. Part 1 of the format is to be used to collect and write down some simple details about the AWC, the families and P&LW living in the area of the AWC. All P&LW should be included in the survey. At the top of each page, a few details of the AWC are to be entered.
 - i. **Location:** Here, the brief address of the AWC should be entered. This may include the name of the street or *tola* or *mohalla*, as the case may be.
 - ii. **Date of start of survey:** This is the date of the first day of the survey. This is a permanent date, and should not be changed.
 - iii. **Date of end of survey:** This should be written after the survey is completed and should be counter signed by the supervisor after ensuring that all P&LW are covered.
 - iv. **Name of Surveyor:** The name of the Anganwadi Worker or Surveyor (if other than the Anganwadi Worker) should be mentioned in the name column and signed by her.

2. *How is the survey to be conducted?*

On receiving instructions, the AWW should go from house to house to meet every family in the area covered by her AWC, and gather information about the details of each P&LW. This may also be done in consultation with the ASHA / ANM in charge under the National Rural Health Mission in the area.

Details to be entered column wise.

- i. Col. 1: **S.No.** – Serial number of the entry.
- ii. Col 2: **Name of the P / LW:** Full name of the P&LW should be written (Surname, name) as the person would normally write it in official documents for example Gupta Sunita.
- iii. Col 3: **Full Name of Husband/Father/Guardian of Family:** The full name of Husband of the P / LW should be written as he would normally write it in official documents, such as the ration card. This usually includes the first name and surname for example Ram Kumar Gupta.

- iv. Col 4: **SC / ST / Others**: There are many categories of caste, but here, only tick under “ST” or “SC” as the case may be. If the family belongs to neither of these categories, then tick under “Other”. All General categories, OBCs, Minorities etc. will be ticked under ‘Other’.
- v. Col 5: **Date of Birth**: The date of birth of the P&LW is to be recorded (if available) in this Column in dd/mm/yyyy format. For example 26.10.1996.
- vi. Col 6: **Age as on 1.1.2011**: The age of the P&LW as on 1st January 2011 should be entered here, in completed years. For instance,

S. No.	Date of birth	Age as on 01.01.2011
1	20.05.1990	20+ years
2	31.12.1992	18+ years

- vii. Col 7: **Number of existing children**: The number of children alive that the P&LW has needs to be entered here.
- viii. Col 8: **Pregnancy status**: The pregnancy status of the pregnant woman needs to be entered here as a tick mark as to whether she is in the 1st trimester of pregnancy (1-3 months) in 8 (a), in the 2nd trimester of pregnancy (4-6 months) in 8 (b) or in the 3rd trimester of pregnancy (7th month onwards) in 8 (c).
- ix. Col 9: **Delivery Status**: The status of delivery of the child for the woman has to be entered here dd/mm/yyyy format. For example 24.04.2011. If she has not yet delivered her child, then her due date has to be entered in column 9 (a) and if she has delivered, then her date of delivery has to be entered in column 9 (b) in a similar way.
- x. Col 10: **Status of Lactation**: The status of lactation of the woman who has delivered a child has to be entered here. If her child is in 0 – 3 months age group, tick has to be marked in 10 (a) and if her child is in the age group of 3 – 6 months, tick has to be marked in 10 (b).

Notes:

1. The survey would be carried out by the AWW. In areas where the AWW is not adequately qualified, the State Government may get the survey done by Supervisors/others.
2. The entry of only those P&LW should be made who have stayed in that village for the past 6 months and have intention of staying in the same village.
3. The Supervisor would check and authenticate 20% of the entries in the survey registers.
4. The Base line survey would be conducted by the AWW as a onetime activity for details of age and category of P&LW. This would be the base for the P&LW Register, to be updated on a quarterly basis.
5. The Part 2 may be summarized by the AWW. If, she is unable to do it this may be done by Supervisors/others.
6. The cut-off date for validation of data would be 1/12/2010. That is, it should be certified that the data is correct as on 1/12/2010.
7. The date of end of survey should be countersigned by the Supervisor.
