

Guideline for implementation of the scheme of
“Electrification of Tea Workers Quarters by ASEB”

1.	Name of the scheme	:-	Electrification of Tea Workers Quarters by ASEB (distribution of LED Bulbs).
2.	Objective of the scheme	:-	The main objective of the scheme is to provide energy efficient LED bulbs to the poor families belonging to tea tribes’ community of Assam.
3.	Physical target	:-	Each beneficiary families will be provided with 3 (three) LED bulbs of 9W capacity. The Physical target for coverage of families shall depend upon the total expenditure incurred for procurement of the bulbs.
4.	Name of the implementing agency	:-	Directorate for Welfare of Tea & Ex-Tea Garden Tribes in convergence with APDCL.
5.	Procurement of the materials	:-	Procurement will be done through APDCL observing all required financial and administrative formalities.
6.	Specification	:-	The specification of LED Bulb as follows:- a) 9 Watt.
7.	Criteria for selection of beneficiary	:-	The following criteria will be followed in selection of the beneficiaries:- i. Must be citizen of Assam. ii. Only Tea and Ex-Tea Garden Tribes’ families will be selected against submission of TGL Caste certificate issued by competent authority. iii. While selecting beneficiaries preference would be given to widow / women headed families, physically handicapped, BPL status, etc. above all general status beneficiaries.
8.	Method of implementation	:-	Procurement will be done through APDCL. Allocation of the LED bulbs to each of the 46 Sub-Divisions will done taking into account the population of tea tribes’ community in the Sub-Divisions. The Sub-Divisional Beneficiary Selection Committee shall select the beneficiaries in consultation with the Tea Garden Managements and submit the list to the Directorate. The beneficiaries will be given the LED bulbs through ceremonial distributions.
9.	Selection of beneficiary	:-	The beneficiaries will be selected by the Sub-Divisional Beneficiary Selection Committee, as per given criteria and submitted to the Directorate. The same shall be approved by the Chairman, SLAC.
10.	Distribution procedure	:-	The beneficiaries will receive the LED bulbs through ceremonial distributions.
11.	Monitoring of the scheme	:-	The progress and implementation scheme will be done at the District Level by the DC/ADC (Dev) and SDWOs.

12.	Maintenance of records and Monitoring	:-	The Director will keep proper records with APR of the materials so distributed. And the same will be submitted to the Department.
13.	Submission of progress report	:-	The Director will submit the progress report to the Govt.
14.	Submission of utilization certificate	:-	This Directorate will submit utilization certificate to the Govt. in time.
15.	Audit by the AG (Audit), Assam	:-	Mandatory Audit by the AG (Audit) Assam is conducted on an annual basis for which the Tea Tribes Welfare Department ensures regular and timely audit of the accounts of the Director, Welfare of Tea & Ex-Tea Garden Tribes, Assam by the AG (Audit), Assam.
16.	Targeted period of completion	:-	31 st March of each financial year.

Director,
Welfare of Tea & Ex-Tea
Garden Tribes, Assam, Guwahati-32