

OFFICE OF THE DIRECTOR
HANDICRAFTS & COTTAGE
INDUSTRIES, ODISHA

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Barrack No. 112-A
Unit-V, Bhubaneswar

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Government of Odisha
Department of Handlooms, Textiles & Handicrafts

No. HTH-(HC)-101/2013 3534 /HT&H, Bhubaneswar dated 18.7.13

From

Shri Raja Parija, OAS(S),
Joint Secretary to Government.

To :

The Director,
Handicrafts & Cottage Industries,
Odisha, Bhubaneswar.

Sub:- Guidelines for Construction of Work-shed-cum-Housing for
Handicraft Artisans

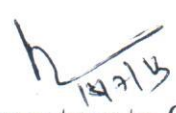
Sir,

With reference to your letter No 3379, dated 6.6.2013 on the
above subject I am directed to enclose herewith a copy of the approved
guidelines on "Construction of Work-shed-cum-Housing for Handicraft
Artisans" for your information and necessary action.

This programme may function as a component of the State
Plan Scheme "Promotion of Handicraft Industries".

Encl:- As above

Yours faithfully,


Joint Secretary to Government

**Guidelines For
Construction Of Work shed-cum-Housing for Handicraft Artisans**

1. Introduction

Handicraft sector is the largest sector among the cottage industries in Odisha. More than 1.2 lakh handicraft artisans are earning their livelihood through handicraft activities. The handicraft activities are mostly undertaken in the dwelling houses & court yard of the artisans. It is seen that most the handicraft artisans do not have a suitable accommodation to work & even they have to work in the open court yard. But during the monsoon, it is not becoming possible for them to work outside. As such their activity comes to a halt which affects their income adversely. It is therefore necessary to provide a pucca Work shed-cum-Housing to the deserving handicraft artisans to enhance production.

2. Objective

- a) To provide improved work shed-cum-housing and hygienic environment with well ventilated & naturally lighted working space to artisan families.
- b) To facilitate installation of improved machineries with attachments.
- c) To safe guard the belongings and the assets from natural hazards like rain and fire.
- d) To increase the wage earning capacity of the handicraft artisans.

3. Eligibility/Selection Criteria of the Artisan

- a) Handicraft artisans of the State belonging to BPL as well as deserving non-BPL Category will be covered under the scheme. However, eligible artisans belonging to BPL category will be covered first. After coverage of BPL category artisans, eligible non-BPL artisans can be covered, but this should be a part of the decision of the District Level Monitoring Committee of the concerned districts. One work shed-cum-housing unit shall be considered for each such artisan families.
- b) Artisan should have I-card issued by D.C (H) Govt of India and must be worked in handicraft sector atleast for the last five years and earning atleast 50% of their earning annually from the handicraft sector.
- c) The artisan should have required space of land in his name.
- d) The artisan should not have assisted under any other work-shed-cum-Housing scheme of the State/Central Govt. previously and do not have a existing RCC roofing work shed.
- e) Preference will be given to the artisans belonging to SC/ST/Women/Physically Handicapped.

4. Selection Procedure

The GM DICs/RICs/ DCIOs will ensure to collection applications from the eligible artisans through their field functionaries in prescribed application form along with requisite documents. After receipt of applications, it will be duly scrutinised by the concerned GM

DICs/RICs/ DCIOs. They may make joint verification with the field functionaries and ensure due eligibility criterion.

After scrutiny, the name of the artisans found eligible will be forwarded to the concerned BDOs for verification regarding availing of any type of housing assistance like Indira Awas Yojana, Mo Kudia Yojana etc. or in waiting list for getting such type of assistance.

After receipt of confirmation from BDOs, the list of eligible artisans will be placed before the concerned District Level Monitoring Committee headed by District Collector or an Officer authorised by District Collector for final selection. Concern GM DICs/RICs/ DCIOs will be present in the said District Level Monitoring Committee for selection of beneficiaries. One representative of the connected handicraft societies may also attend the committee meeting.

After recommendation of beneficiaries in the District Level Monitoring Committee, proposal alongwith relevant documents accompanied with recommendation of the Committee shall be submitted to the Director of Handicrafts & CI for approval and sanction. Number of beneficiaries to be covered under the scheme will be as per the district wise target fixed by the Directorate H &CI, Odisha basing on the available fund and concentration of handicraft artisans in the particular district.

5. Funding Pattern

- i. The uniform unit cost of construction of work shed-cum-housing under the scheme is Rs. 70,000/-. But, in case of hilly/ difficult areas, additional cost of Rs. 5,000/- may be provided. In this connection, concern ADTs/ DDTs may obtain a certificate from the concerned BDOs to the extent that the construction spot is situated in a hilly / difficult area. The total construction area will be 180 sq ft. The specification is to be revised from time to time to make at par with IAY.
- ii. There will be no participatory contribution from the beneficiaries.
- iii. Assistance should be released to the Bank Account of concerned beneficiaries opened in any scheduled Bank in his/her name, preferably through NEFT / RTGS
- iv. Land cost is exclusive of the unit cost of work shed-cum-housing
- v. The materials for the house shall be such as to withstand normal wear & tear due to weather with reasonable maintenance for at least 20 years. .
- vi. The artisan beneficiaries should start the construction work of their own. The building materials & labour also have to be arranged by the artisan beneficiaries and to ensure smooth completion of the work within a maximum period of six months.

6. Release of funds

Assistance under the scheme should be released in three phases in the following manner after satisfactory completion of the work in each phase:

- (i) 1st phase - 20% of project cost after completion up to plinth level
- (ii) 2nd phase - 30% of project cost after completion up to roof level
- (iii) 3rd phase - 50% of project cost after completion of the project with all finishing work including door & window and electrification

7. Implementing Agency

The scheme shall be implemented through the G.M., DIC/RIC /DCIOs of the concerned district. The technical supervision shall be made by G.M/DCIO/Asst. Manager/ I.P.O having technical back ground.

8. Monitoring & Evaluation

Monitoring of the project shall be done by the G.M/DCIO & the Director of Handicrafts & Cottage Industries/ Officers of the Directorate. They shall also have field visit from time to time for monitoring proper implementation of the scheme and keep a record of the findings in the office for future guidance. The evaluation of the programme may be carried out by an external agency, with due approval from Government.

9. Documentation

The documentation of the project through photographs (Pre & Post) showing status of the house in presence of the beneficiary artisan alongwith details of execution, in both hard copy and soft copy of the documentation, should be prepared by the Implementing Agencies and submitted to the Directorate of H& CI just after completion of the project with the sanctioned fund.
