



**Government of Odisha**  
**Handlooms, Textiles & Handicrafts Department**

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No. **HTH-HC-49/2021/** 3573 /HTH, Bhubaneswar dtd. the 17/06/2022  
**HTH-HCS-MISC-0043-2015**

From

Sri Akshaya Kumar Singh, OSS  
Deputy Secretary to Government

To

The Director, Handicrafts, Odisha,  
Bhubaneswar


Sub:- Amendment of State Handicrafts Awards in the approved guidelines under the Scheme "Artisans Welfare Fund"

Sir,

In inviting a reference to your Letter No. 4531 Dated 08.11.2021 on the above cited subject, I am directed to say that the the proposed amendments to the Guidelines on "Artisans Welfare Fund" has been approved. However, as regards the members of the Selection committee from among eminent artists/craftsmen, the nomination may be approved by Commissioner-cum-Secretary instead of Director, Handicrafts. A copy of the guideline is enclosed herewith for reference.


*Encl:- As above.*

Yours faithfully,

  
Deputy Secretary to Government

Memo No. 3574 /HTH Bhubaneswar Dated 17/06/2022

Copy forwarded to the Managing Director, Utkalika, Bhubaneswar/ Member Secretary, SIDAC, Bhubaneswar for information and necessary action.

  
Deputy Secretary to Government

**GUIDELINES FOR IMPLEMENTATION OF  
'ARTISANS WELFARE FUND' UNDER THE SCHEME  
PROMOTION OF HANDICRAFTS INDUSTRIES**

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**1. Background**

Handicraft Artisans of Odisha play an important role in preserving the craft heritage of the State. But they are unable to build up any financial surplus to look after their old age, occupational health hazards and to provide higher education to their children and thus need assistance from the Government.

**2. Objective:**

- i. To support for enrollment of artisans under Health Insurance Scheme & Life Insurance Scheme. 100% artisan contribution of Insurance premium shall be provided on behalf of the artisans as per revision in the premium amount/ registration fee/ renewal charges of the scheme for implementation of both the schemes sponsored by DC (H), New Delhi implementing through Assistant Director O/o DC (H), Bhubaneswar / Sambalpur in the state.
- ii. To provide emergent assistance of ex-gratia to the family of deceased artisans belonging to BPL category, where an artisan dies due to illness/accident etc.
- iii. To encourage the handicraft artisans for their craftsmanship by honoring them with felicitation and Awards.

**3. Target Group:**

Genuine Handicraft Artisans of the State issued with identity card as a handicraft artisan from DC (Handicrafts)/enrolled in the survey of Handicraft Artisans by the State Government/Authorised State Government Organisations..

**4. Eligibility**

For consideration under Insurance Scheme and assistance of exgratia, the artisans must be engaged in any of the craft recognized by the State Government. In case any of the Handicraft Artisan changes his profession, he/she shall be debarred for any sort of assistance under the scheme.



Any of the artisans of Odisha engaged in craft activities are eligible for participating for awards.

**5. Implementing Agency:**

- i. Director of Handicrafts shall be the Nodal Officer for the scheme. The Nodal Officer will nominate one of his responsible officers not below the rank of Joint Director as Co-coordinating Officer. SIDAC will be the Implementing Agency. The Deputy Director, Handicrafts/ Assistant Director, Handicrafts will be the Executing Agency. They will submit proposals to the Nodal Agency after due verification jointly with O/o Assistant Directors, DC (H).

**6. Funding Pattern:**

- i. A Revolving Fund with Initial provision of Rs. 50.00 lakh will be created under the scheme State Plan.
- ii. If required, Government may provide more assistance, basing on the impact and feasibility of implementation of the programme, from time to time.

**7. Fund Management:**

- i. Fund under the scheme shall be kept in a separate Flexi Account in any of the Nationalized Banks to be operated by the Implementing Agency.
- ii. The interest accrued from time to time on the deposits shall be merged into the account and shall be treated as revolving fund. The total revolving fund will be utilized in implementation of the programme as per approval / instruction of the Nodal Agency from time to time.
- iii. The implementing Agency shall maintain separate Books of Account for the purpose and reflect all transactions of the welfare fund scheme in the said books of A/C and also make available the records for periodical and internal audit as well as statutory audit.



## 8. Benefits:

Following benefits will be extended from the account of Artisans Welfare Fund:

1	100% artisans share of premium alongwith Registration Charges / Renewal Charges, if any, for enrollment under Health insurance Scheme.	As per norm from time to time.
2	100% artisans' share of premium alongwith Registration Charges / Renewal Charges, if any, for enrollment under Life insurance Scheme.	As per norm from time to time.
3	Emergent Ex-gratia benefit to the family of deceased artisan belonging to BPL category (assistance per family).	Rs. 10,000/-
4	Life Time Achievement Award to 1 (one) of the artisans for his/her relentless contribution towards promotion & development of craft in Odisha.	Rs. 5,00,000/-
5	Award to 6 (Six) best craftsmen for their craftsmanship.	@ Rs. 1,00,000/-
6.	Kalakruti Award to 4 (Four) Craftsmen for their craftsmanship.	@ Rs. 10,000/-

## 9. Components to be covered and method of implementation

### (A) Insurance Scheme (Health Insurance and Life Insurance)

- i. Health Insurance Scheme or Life Insurance Scheme will be implemented on the platform as sponsored by the DC (H), Government of India.
- ii. Details of implementation process, coverage, claim process etc. as specified in the Insurance scheme under specified Platform will be applicable.
- iii. State Government will bear 100% of Share premium of the beneficiary artisans alongwith registration charges / renewal charges etc, if any.
- iv. For selection of beneficiaries to be enrolled, concerned Assistant Director, Handicrafts with joint collaboration of concerned offices of Assistant Director, O/o DC (H) will verify to select only genuine artisans.
- v. For artisans' contribution, 100% beneficiary share of premium along with registration charges/ renewal charges, if any, will be

released on approval of Director of Handicrafts after due scrutiny.

- vi. The Implementing Agency shall be responsible for submitting the UCs, after due verification and counter signature, to the Department of Handlooms, Textiles & Handicrafts.

**(B) Emergent Ex-gratia assistance in case of death**

- i. Emergent ex-gratia assistance shall be released to the family of a deceased artisan belonging to BPL category only having Insurance cards.
- ii. The Concerned Assistant Director, Handicrafts of the District shall submit proposal along with supporting documents like proof of death, reason of death certified by competent authority, legal heir certificate of the deceased etc. to the Directorate of Handicrafts in deserving cases for consideration.
- iii. The claims approved by Director of Handicrafts are to be forwarded to the Implementing Agency for release of ex-gratia assistance from the fund.
- iv. The Implementing Agency will release the assistance in shape of A/C payee cheque in favour of the legal heir of the deceased artisan through the respective Executive Agency as per approval / Instruction of the Nodal Agency.
- v. The related Assistant Director, Handicrafts will submit UC & physical report along with other related documents to the Implementing Agency after disbursement of assistance, under intimation to the Director of Handicrafts. The Implementing Agency shall check the same and submit to the Director of Handicrafts against expenditure under the head for needful.

**(C) Award:**

In order to encourage the handicraft artisans for their craftsmanship, different awards along with certificates will be given on annual basis under the scheme.

- I. One of the craftsmen in the State will be felicitated with the Life Time Achievement Award. The awardee shall be awarded with a Manapatra, a Memento & cash prize of Rs.5.00 lakh( revised) for his/her relentless contribution towards promotion and development of craft in the State.

**Eligibility:-**

- Artisan must be a resident of Odisha.
- Minimum age of the artisan should be 60 years.
- The artisans must have contributed his/her services for development of the Handicrafts in State.

Selection procedures for Awards to Handicraft Artisans.

The selection committee will be made by the State level Selection Committee comprising the following members;

- i. Commissioner-cum-Secretary, HT&H Department as Chairman
  - ii. Director of Handicrafts as Member
  - iii. Additional Secretary/Joint Secretary to Govt., HT&H Department-Member
  - iv. Principal, B.K. Collage of Arts and Crafts, BBSR-Member
  - v. Two eminent artist/ craftsmen to be nominated by the Director, Handicrafts(O)- Members
  - vi. Additional Director/ Joint Director/Deputy Director of Directorate of Handicrafts – Member Convener
- II. To encourage the artisans covering wide range of crafts six craftsmen would be selected and awarded with State Handicrafts Award along with a memento & cash prize of Rs. 1,00,000/-.

For the purpose the crafts are classified into two groups. For providing award all the approved crafts are divided into two categories. The selection committee shall select three no. of entries from each categories Thus total six number of entries are to be finalized in a year. The first Group or Group A consist of crafts namely Stone Carving, Wood Carving, Patta & Tassar painting, Silver Filigree, Palm Leaf engraving etc. The second group –B consists of all other crafts.

### **Eligibility**

- i) Artisans must be a resident of Odisha.
- ii) Minimum age of the artisan should be 30 Years.
- iii) The craft item submitted by the artisan must be physically certified by the Assistant Director, Handicrafts of the concerned districts during making of the item (Photograph must be enclosed for at least four different stages).
- iv) A particular award submitted for Award should not be entertained for more than once.
- v) An artisan already got State Award shall not eligible for further State Award Selection.

III. The Selection Committee shall select two nos. of entries from each group of crafts mentioned above for selection of Kalakruti Award basing upon appropriate craftsmanship. Each selected kalakruti awardee shall receive an amount of Rs. 10,000/- as cash prize along with a certificate.

### **Eligibility**

Same as State Handicrafts Award

The related expenditures incurred towards Award Felicitation Ceremony such as Printing of Certificates, Documentation, Manapatra, Uttariya, Mementoes, TA & DA for the crafts persons to receive awards, hiring of vehicles, rooms in hotels for accommodation of awardees, other allied expenditure etc. along with the Prize Money for the Awardees shall be booked from Artisan Welfare Fund.

Applications will be invited for awards by the Nodal Agency through the Implementing Agency. Wide Publication will be made for the purpose. The artisans will apply in prescribed format (to be evolved by the Director of Handicrafts) along with documentary support to the Assistant Director (Handicrafts) of the respective District. The Assistant Director (Handicrafts) after scrutiny will recommend the eligible applications to the Director of Handicrafts to place before the State level Selection Committee for selection.

Director of Handicrafts will approve the required amount for awards and forward to the Implementing Agency for arranging awards.



## 10. General

- i. Director of Handicrafts will monitor proper implementation of whole scheme.
- ii. A co-ordinating officer at Directorate level shall be nominated by the Director of Handicrafts to co-ordinate with related agencies for smooth implementation of the programme
- iii. The Executive Agencies are to submit periodicals reports by 5th of every month indicating the details of coverage and settlement of claim from this fund to Implementing Agency.
- iv. The Implementing Agency shall submit MPR on physical and financial achievements to the Nodal Agency by 10th of every month. Achievements of the Scheme shall be reviewed by the HT&H Department.

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