

**GOVERNMENT OF ODISHA  
PANCHAYATI RAJ DEPARTMENT**

9508 /PR,

Dated: 09/06/2015

**RESOLUTION**

**Subject: Revised Guidelines of Biju Pucca Ghar Yojana**

**1. Background and Approach:**

Housing is a fundamental human need. It is a basic requirement for the human survival as well as for a decent life.

Government of Odisha is committed to convert all the Kutcha houses to pucca houses by the year 2019. State Government with a view to achieve this objective launched "Biju Pucca Ghar Yojana (BPGY)" during 2014. In order to make the scheme more participative, pragmatic and implementable, the following guidelines are hereby issued in supersession of the guidelines issued earlier.

**2. Objective of the Scheme;**

**2.1.** Objective of the scheme is to convert all kutcha houses into pucca house in rural areas of the state in a fixed time frame in a mission mode approach. A pucca house means that it should be able to withstand normal wear & tear due to usage and natural forces including climatic conditions.

**2.2.** A "Pucca" house is one with the following characteristics;

- **Material:** It should have foundation, wall and roof of permanent material.
- **Wall material:** Fly ash bricks, Burnt bricks, stones (packed with lime or cement), cement concrete, timber, etc
- **Roof Material:** Tiles, GCI (Galvanized Corrugated Iron) sheets, asbestos cement sheet, RBC (Reinforced Brick Concrete), RCC (Reinforced Cement Concrete) and timber etc.
- **Life time:** The expected life of the structure must be a minimum of 30 years.

**2.3.** A "kutcha" house is one in which walls and/or roof is made of materials such as un-burnt bricks, bamboos, mud, grass, reeds, thatch, loosely packed stones etc. and materials not mentioned in Para 2.2 which are not durable due to inappropriate application of techniques and are not able to withstand normal wear and tear.

**3. Key Features of the Scheme:**

**3.1.** Biju Pucca Ghar Yojana is a State plan scheme and is designed to provide new houses to the deserving and genuinely poor rural households not having any pucca house.

*[Signature]*

**6. Setting of Target:**


- 6.1. The Physical Target for each district will be set by the Department annually on the basis of numbers of rural Households having Kutcha houses as per SECC 2011 data as updated from time to time.
- 6.2. The District collector will be distributing the physical target among Blocks, GPs and villages as per the above formula.
- 6.3. Government may also itself set Block/GP/Village wise target as per the above formula.
- 6.4. The number of houses allotted to SC/ST should not be less than their proportionate population in the District except in the case that all the eligible households of a particular category are already covered in which case the corresponding target will stand converted to general category.
- 6.5. Interchange of allotments between SC & ST is not permitted.
- 6.6. At least 3 % of the houses will be reserved for people with disability (PWD) from each category. In case of non-availability of sufficient number of PWD persons, the left over quotas will be re-allotted among non PWD beneficiaries of same category.

**7. Selection Procedure:**

**BPGY (Normal):** Selection of beneficiaries under Biju Pucca Ghar Yojana will be made in a fair and transparent manner. The following procedures will be followed for selection of beneficiaries under BPGY (Normal):

- 7.1. BDOs will prepare GP wise and village wise list of households having Kutcha houses as per updated SECC 2011 data.
- 7.2. Thereafter BDO, through his field functionaries, will conduct field enquiry to find whether the beneficiaries in the list prepared by him are eligible or not as per the para "4" of the guidelines.
- 7.3. After completion of enquiry, BDO will prepare the final list of kutcha households GP wise, village wise and social category wise.
- 7.4. Selection of beneficiaries will be done from this list through lottery conducted in a fair and transparent manner. Additional detailed procedure for conduct of lottery may be communicated by Panchayati Raj Department separately. The lottery will be conducted at GP Headquarters. If for some reason, the lottery cannot be conducted at the GP Headquarters, then it can be conducted at Block Headquarters by the BDO in presence of BDO, Assistant Engineer and ABDO/ any Extension officer. For conducting lottery at GP Headquarters, BDO will depute a three member team of officers who will be responsible for conducting it in a fair and transparent manner. The result of the lottery will be declared on the same day by the BDO and the final list will be displayed at block and GP offices. Thereafter BDO will issue work order from the selected list.

**BPGY (Special):** The selection of beneficiaries for BPGY (Special) will be done by a District level Committee (DLC) consisting of the following members:



- a. District Collector - Chairman
- b. Hon'ble MPs of District - Member
- c. Hon'ble MLAs of the District - Member
- d. President Zilla Parishad - Member
- e. PD,DRDA-cum-EO, ZP - Member Convener

- 7.5. The District level Committee will approve the list after which it will be communicated to the BDOs by the District Collector.
- 7.6. In case District level Committee fails to approve the list within timeline fixed, the District Collector will approve the same and communicate to the BDOs.
- 7.7. The final list will be published at the concerned Gram Panchayat/Block headquarters and will also be made available at DRDA Website for information of public.
- 7.8. BDOs will issue work orders from the approved list.

#### 8. Fund Allocation:

- 8.1. "Biju Pucca Ghar Yojana (BPGY)" is a State Plan scheme funded by the State Government.
- 8.2. Total budget allocation for a financial year will be distributed between two components i.e. BPGY (Normal) & BPGY (Special) at the ratio of 90:10.
- 8.3. 10% of total physical target which is reserved for BPGY (Special) will be retained at the District Level.
- 8.4. In the event of sufficient number of beneficiaries not available for BPGY (special), the residual of the said 10% will be converted to BPGY (Normal) by the District Collector.

#### 9. Unit Cost:

- 9.1. The unit cost under Biju Pucca Ghar Yojana for construction of new pucca house is Rs 70,000 for non-IAP districts and Rs. 75,000 for IAP districts. This can be revised by the State government from time to time.
- 9.2. A new house mean a house constructed with a minimum built up area of 20 Square Meters excluding the toilet.

#### 10. Release of Installments:

- 10.1. The release of installments will be linked to the level of construction reached. The number and amounts of installments may be revised by the Government from time to time. At present, the release of installment will be as follows;

1 <sup>st</sup> installment	On the date of issuance of work order.	20,000	20,000
2 <sup>nd</sup> installment	On completion up to the lintel level.	40,000	35,000
3 <sup>rd</sup> installment	After completion of the house in all respects including the sanitary latrine and beneficiary starts living in the house.	15,000	15,000
<b>Total</b>		<b>75,000</b>	<b>70,000</b>




- 10.2. The 2<sup>nd</sup> and 3<sup>rd</sup> installments will be credited to beneficiary account by the BDO within a week of receipt of the report of the eye estimation, spot verification and photographic evidence of stage of construction by the ABDO/AE/JE/GPTA/GPEO/PA/PEO/other field level functionary.
- 10.3. The beneficiary will fix engraved logo of BPGY in the front-wall of the house indicating name of the beneficiaries, year of sanction and unit cost etc. after which the 3<sup>rd</sup> installment will be released.
- 10.4. In addition, the beneficiaries are entitled for convergence with IHHL under SBM, potable drinking water supply system, Electrification under RGGVY/ BGJY, unskilled wages and Land development under MGNREGS, Social security under AABY / RSBY as per extant guidelines.
- 10.5. Funds will be credited to beneficiary account through Direct Account Transfer/NEFT/RTGS/electronic fund management system (eFMS).

#### 11. Financial Management

- 11.1. The DDO PR Department will draw the amount and credit in the designated account of BPGY.
- 11.2. All payment will be made to the beneficiaries through e-transfer using the Direct Account Transfer/NEFT/RTGS/electronic fund management system (eFMS) platform.
- 11.3. There shall be separate A/c at DRDA / Block level in a Public Sector Bank/ Nationalized Bank/ Government Bank allowed to handle Government business for any expenditure incurred at their level.
- 11.4. The interest accrued on deposit of "Biju Pucca Ghar Yojana (BPGY)" fund shall be treated as part of "Biju Pucca Ghar Yojana (BPGY)" fund and will be utilized for the scheme only.
- 11.5. All such accounts will be audited by AG, Odisha / CAG.
- 11.6. The Block shall be the Implementing Agency.
- 11.7. Over all supervision will be made by Collectors / PD, DRDA.
- 11.8. Government may also make direct credit to the accounts of beneficiaries through centralized account at State/District level using the e-FMS.

#### 12. Strategy for Implementation

- 12.1. Houses under "Biju Pucca Ghar Yojana (BPGY)" shall be constructed by the beneficiaries themselves.
- 12.2. Panchayat Samities will be the Implementing Agencies for "Biju Pucca Ghar Yojana (BPGY)" under the control, direction and supervision of DRDAs / Zilla Parishad.
- 12.3. The layout, size and type of design of the "Biju Pucca Ghar Yojana (BPGY)" Dwelling Units shall be as per the preference of the beneficiary.
- 12.4. The dwelling house under "Biju Pucca Ghar Yojana (BPGY)" shall be on individual plots of the beneficiary or on the plot of any of his/her family members subject to submission of no objection certificate by the land owner.
- 12.5. The allotment of dwelling house shall be made preferably in the name of female head of the household. In case the house hold is not headed by female, then the allotment can be made



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either jointly in the name of Husband and Wife or Male head of the Family. In the case of beneficiaries selected under the quota for persons with disabilities, the allotment should be only in the name of such persons.

**13. Time line:**

While implementing the scheme, the implementing agency will endeavor to adhere to the following time line.

**13.1. Scheme**

Sl.	Activities	Time Line	Responsibility
1	Preparation of final list of kutchha households	15 days (by 15 <sup>th</sup> march)	BDO
2	Setting of Target for the District	By 1 <sup>st</sup> of April.	Panchayati Raj Department.
3	Setting of Block/GP/Village wise target	7 days (by 7 <sup>th</sup> of April)	Collector
4	Selection of Beneficiaries through lottery	15 days (by 22 <sup>nd</sup> April)	BDO
5	Publication of final list of BPGY (Normal)	1 day (by 23 <sup>rd</sup> April)	BDO
6	Approval by District level Approval Committee for BPGY (Special)	15 days (By 9 <sup>th</sup> May)	Collector
7	Publishing final list	1 day (By 10 <sup>th</sup> May)	Collector
8	Issuance of Work Orders (Biju Pucca Ghar – Normal)	30 <sup>th</sup> April	BDO
9	Issuance of Work Orders (Biju Pucca Ghar – Special)	30 <sup>th</sup> May	BDO

**13.2. Construction of House**

The houses under BPGY will be ordinarily completed within the financial year itself.

**14. Monitoring:**

- 14.1. District Collector will ensure proper implementation of the Scheme.
- 14.2. PD DRDA will be personally responsible at District level and BDO at Block Level.
- 14.3. BDOs at Block level will inspect at least 10 % of houses under construction.
- 14.4. District Level officers will inspect at least 1 % of houses.
- 14.5. APD (RH) will inspect 10% of the houses of the District.
- 14.6. For physically and mentally challenged and destitute beneficiaries, the district collector can allow for departmental construction of houses. However, in these cases, BDO will inspect all the houses and PD DRDA will inspect 10 % of the houses.
- 14.7. AawaasSoft and Dashboard Monitoring System of Panchayat Raj Department will be used as the key monitoring tool for review of the Biju Pucca Ghar scheme.
- 14.8. BDOs will ensure timely updating of AawaasSoft.

**15. Administrative Contingency:**

Up to **four percent** of the allocated funds under the scheme can be utilized for administering the scheme at State, District and Block level. Eligible items of expenditure under administrative expenses are the following:-

- 15.1. Preparation of IEC material including electronic material especially on different designs and technology options;
- 15.2. Imparting habitat and housing literacy to beneficiaries;
- 15.3. Construction of prototypes and preparation of small scale models for demonstration;
- 15.4. Cost of photographs of the house at various stages and of uploading them;
- 15.5. Cost of quality supervision and monitoring through visits;
- 15.6. Cost of hardware/software for MIS;
- 15.7. Cost of data entry in AawaasSoft, including hiring of personnel on contract;
- 15.8. Training of masons and beneficiaries including training on maintenance practices;
- 15.9. Training of Community Resource Persons (CRPs) promoted by NRLM/SRLM Odisha;
- 15.10. Payment of honorarium to CRPs and service charges to NGOs;
- 15.11. Training of officials and elected representatives of Panchayats;
- 15.12. Conduct of assessments and evaluation studies;
- 15.13. Incentive to the beneficiaries and officials involved in the implementation of Biju Pucca Ghar Yojana , Indira Aawaas Yojana or any other Government Rural Housing Schemes for early completion of house.
- 15.14. Incentives for use of green construction materials and technologies.
- 15.15. Cost of engraved logo of BPGY to be installed by the beneficiaries.
- 15.16. Districts/Blocks can incur expenditure under Administrative Contingency only after obtaining prior approval from Panchayati Raj Department.

**16. Convergence & Innovation:**

Districts can implement innovative methodology/technology and make convergence (in addition to those mentioned in para 10.4) with other schemes with prior approval of Panchyati Raj Department.

**17. Procurement of Materials:**

- 17.1. District Administration can arrange for coordinated supply of materials such as cement, steel, bricks, and pre-fabricated components at Block point. The beneficiary is at liberty to procure materials from the supplier decided by the District Administration or from other sources.
- 17.2. Supplier of materials will be decided in a transparent manner following due procedures as enumerated in Finance Department Memorandum No.27/2011-4939/F dated 13.02.2012 and Finance Department OM No.27-11(Pt.)-13290/F dated 02.04.2013 as amended from time to time. For each district, there will be one tender call notice and Collector will fix up L1



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rate for each Block separately for each items required for construction of Houses. Before fixing L1 firm for each Block, the financial abilities, infrastructure and availability of manpower and transportation facilities of such firm should be assessed properly by the Collector concerned. The technical specification along with standard estimate, design & plan may be supplied by Engineering Cell of the Panchayati Raj Department from time to time.

- 17.3. Procurement can also be made from Government (State / Center) owned PSU / Corporation / Undertakings. In such circumstances, Collector of the district will fix floor price of each item required for construction of houses for each Block. Before allowing any Corporation / PSU / Undertaking as a supplier, its godown facility, transportation facility, availability of man power will be assessed by the District Collector.


**18. Miscellaneous:**

- 18.1. Panchayati Raj Department of Govt. of Odisha shall be the Administrative Department for implementation of "Biju Pucca Ghar Yojana (BPGY)".
- 18.2. Panchayati Raj Department shall be responsible for clarifying doubts, if any, and ensure that bottlenecks in the implementation of the scheme are removed as expeditiously as possible and communicated to all concerned as and when required.
- 18.3. This will be given effect from the date of its issue.

**ORDER**

It is ordered that this Resolution be published in the Extra Ordinary Gazette of the Government of Odisha for the general information and copy be communicated to all the Departments of Government/Heads Of Departments and other concerned.

By Order of the Governor

  
09/06/2015  
(Deoranjana Kumar Singh)  
Commissioner-cum-Secretary

Memo No: - 9509/PR

Dated: - 09/06/2015

Copy forwarded to the Director, Printing, Stationary and publication, Odisha, Cuttack with a request to publish the resolution in the next Extra Ordinary issues of Odisha Gazette and to supply 100 Copies to the Department.

*MS/awc*  
Director, Special Projects

Memo No: - 9510/PR

Dated: - 09/06/2015

Copy forwarded to Principal Secretary to His Excellency, the Governor of Odisha/ Private Secretary to Hon'ble Chief Minister, Odisha for kind information of His Excellency, the Governor of Odisha/ Hon'ble Chief Minister, Odisha

*MS/awc*  
Director, Special Projects

Memo No: - 9511/PR

Dated: - 09/06/2015

Copy forwarded to Private Secretary to Hon'ble Minister, Panchayati Raj, Odisha/ Private Secretaries to all other Hon'ble Ministers/ Private Secretary to Chief Secretary, Odisha/ Development-Commissioner-cum ACS/ Principal Secretary Finance/Commissioner cum Secretary, Panchayati Raj for kind information of Hon'ble Minister, Panchayati Raj/ all other Hon'ble Ministers/ Chief Secretary, Odisha/ Development-Commissioner-cum ACS/ Principal Secretary Finance/Commissioner cum Secretary, Panchayati Raj Deptt.

*MS/awc*  
Director, Special Projects

Memo No: - 9512/PR

Dated: - 09/06/2015

Copy forwarded to AG (A&E), Odisha/ all Departments of Govt/ all RDCs/ all Collectors/ all PD, DRDAs/ all BDOs for information and necessary action.

*MS/awc*  
Director, Special Projects

Memo No: - 9513/PR

Dated: - 09/06/2015

Copy forwarded all Officers of PR Department/ Director, SIRD/all Sections of PR Deptt for information and necessary action.

*MS/awc*  
Director, Special Projects