

Public disclosure norm

Under



LKP has prepared norm of public disclosure for MKSP as per the MoRD's suggested norm for the purpose of dissemination of information about MKSP project activities. Those will be displayed at various levels from GP to block level. It includes some important para/hamlet in the village level also .The norm includes

(1) Nature of public disclosure is as below:

- Wall writing
- Display board
- Flex/ banner
- Leaflets/ IEC materials
- Audio –visual documentary
- Introductory seminars
- Hoarding etc.



(2) Some static and dynamic information would be displayed in disclosure board which are:

A. Village level :

a. Static information to be displayed are as following:

- i. Name of PIA
- ii. Name of project
- iii. Objective of the project
- iv. Name of supporting agency
- v. Duration of project
- vi. Location of project
- vii. Target population under the project
- viii. Address of nearest field offices
- ix. Phone number of local contact person for grievance redressal



a) Dynamic information

- i. No. of identified MKs under the project
- ii. No. SHGs under the fold of MKSP
- iii. Trainings conducted (Year wise information)
- iv. No. trainees
- v. Input distributed- Type and quantity of input with number of beneficiaries
- vi. Number of MKs practicing Sustainable agriculture

B) **Gram Sabha** : LKP involved in organizing the Gram Sabha and ensure the participation of MKs and their institutions regularly. They also present reports on their progress and performances in the Gram Sabha to get the plans prepared by the MKSHGs passed for incorporation in the Annual GP plan. Information disseminated during Gram Sabha on every 6 month on MKSP project activities are as following:

- i. List of SHGs organized & sensitized by PIA
- ii. List of identified MKs under the fold of MKSP

- iii. Trainings imparted to MKs & their institutions in the last six months
- iv. Input distributed- Type and quantity of input with number of beneficiaries
- v. Progress in Sustainable agriculture

C) Panchayat/GP office:

a. Static information



- i. Name of PIA
- ii. Name of project
- iii. Objective of the project
- iv. Duration of project
- v. Location of project
- vi. Target population under the project
- vii. Address of nearest field offices
- viii. Phone number of local contact person for redressal of grievance

- ix. Name of CRPs/PPs with contact number

b) Dynamic information

- i. SHGs under the fold of MKSP
- ii. Input distributed-type and quantity of input with number of beneficiaries
- iii. trainings imparted with number of trainees and broad issues of training
- iv. name of resource person
- v. Target and achievement of physical and financial progress

D) Block office (Block Development Office)

a) Static information

- i. Name of PIA
- ii. Name of project
- iii. Objective of the project
- iv. Duration of project
- v. Location of project

- vi. Target population under the project
- vii. Address of nearest field office

E) Block level (PIA'S field office)

- a) Static information
 - i. Name of project
 - ii. Objective of the project
 - iii. Duration of project
 - iv. Target population under the project
 - v. Area covered
- b) Dynamic information
 - vii. No. of identified MKs under the project
 - viii. No. SHGs under the fold of MKSP
 - ix. trainings conducted (Year wise information) and broad issue
 - x. Name of resource person
 - xi. No. trainees
 - xii. Area covered under various SA practices
 - xiii. Total expenditure incurred
 - xiv. Input distributed- Type and quantity of input with number of beneficiaries
 - xv. Number of MKs practicing Sustainable agriculture



F). Website:

a) Static information

1. Name of project
2. Objective of the project
3. Duration of project
4. Target population under the project
5. List of villages
6. Address of field/block/ district offices
7. List of Human Resources with qualification and relevant qualification



9. List of MKs with their institution
10. Details of MKs- socio economic information
11. List of community Professional with their experience
12. List of CSOs with address
13. Inception report
14. Executive summary of project
15. Detailed Project Report
16. PoP strategy with model
17. Public Disclosure Norm of PIA under MKSP
18. Monitoring & Evaluation Framework
19. Year wise annual action plan

20. Training and CB Plan

b) Dynamic information

- i. MIS related data
- ii. Quarterly Progress report- Physical & financial report
- iii. Utilization Certificates and Annual Audited Reports
- iv. PIA'S contribution in project implementation
- v. Audited statement of Account of MKSP fund transferred to each CBOs
- vi. MK wise input distribution with type, quantity & value of input)
- vii. Activity specific photo documentation

