



**SPECIAL PROGRAMME
IMPLEMENTATION DEPARTMENT**

POLICY NOTE

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Government of Tamil Nadu
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CONTENTS

Sl. No.	TITLE	Page No.
1.	Introduction	1-4
2.	Major Functions of the Department	5-8
3.	Monitoring	9-28
4.	Schemes of the Special Programme Implementation Department	29-46
5.	Conclusion	46-48
6.	Annexure	49-56

Special Programme Implementation Department

POLICY NOTE 2020-2021

1. Introduction:

Aiming to make Tamil Nadu 'numero uno' state in the country, Former Hon'ble Chief Minister Amma released the "Vision Tamil Nadu 2023" document and accordingly, Tamil Nadu has made a significant stride in socio-economic development and become one of the most progressive States in India.

Tamil Nadu stands first among 18 larger States in India as per the Good Governance Index 2019 released by the Union Ministry of Personnel, Public

Grievances & Pensions, Government of India.

Further, Tamil Nadu ranks second/third position at national level in the important Socio-Economic development indices such as Sustainable Development Goals (SDG) 2019, Public Affairs Index (PAI) 2019, Ease of Living Index (ELI) 2018 and India Innovation Index (III) 2018 released by Government of India.

The phenomenal achievement of Tamil Nadu was attributed to robust planning combined with effective monitoring and speedy implementation of various welfare and development schemes/programmes.

The Department of Special Programme Implementation was created in May 2011 by Former Hon'ble Chief Minister Amma solely for monitoring the implementation of various schemes/programmes of Government and considering the importance of monitoring of schemes, the Government appointed a separate Minister for this department.

In addition to the monitoring of the implementation of various schemes/programmes, this department implements the scheme of distribution of Laptop Computer to students at free of cost.

To attain high level of development, various flagship schemes such as providing

Milch cows to the poor, Sheep / Goats to the poorest of the poor, Green Houses for the homeless rural poor, Marriage assistance along with 8 grams of 22 carat gold coin for making Thirumangalyam, distribution of Laptop Computers to students, subsidised two wheeler scheme for working women under Amma Two Wheeler Scheme, free distribution of Bicycles to students, distribution of Aseel birds, etc., are being implemented by the respective departments and Special Programme Implementation Department effectively monitor the progress of flagship schemes.

2. Major Functions of the Department:

2.1 Major functions of the Special Programme Implementation Department are as follows: -

- ❖ Functioning as a “Monitoring Body of the Government”
- ❖ Monitoring the implementation of various announcements made on the floor of Assembly and during important Government functions.
- ❖ Monitoring Flagship Schemes of the Government, in co-ordination with concerned line departments to ensure that the benefit of the schemes reaches the targeted population.

- ❖ Field inspections at districts and review meetings with the district level officials are conducted to suggest appropriate measures for facilitating effective and speedy implementation of the schemes.
- ❖ Providing feedback to the Government on the qualitative and quantitative aspects of the schemes being implemented and also suggest necessary remedial measures.
- ❖ Consolidating the reports prepared by the District Monitoring Officers during their field visits and review meetings on the schemes implemented in the districts and submitting the reports to the office of the Chief Minister through the Chief Secretary.

- ❖ Coordinating with the line departments and recommending improvements and amendments required to the guidelines of the flagship schemes to ensure that the benefits of the schemes reaches intended beneficiaries.
- ❖ Conducting analytical reviews for revamping of schemes by taking into account the changes in the economic, social and technological aspects by minimizing the gap between the Government departments and the Public.
- ❖ Conducting inter departmental co-ordination meeting.
- ❖ Preparation of special reports required by the Government.

The Government have developed a monitoring mechanism exclusively at the Secretariat for effective implementation of the flagship schemes. This department is keeping a tab on the progress of implementation of all announcements made by the Government.

2.2 Monitoring the implementation of various flagship schemes and announcements requires technical know-how on various fields. Hence, officials of this department have been drawn from departments such as Economics and Statistics, Rural Development and Panchayat Raj, Revenue and Disaster Management and other departments.

3. Monitoring:

Monitoring plays a pivotal role in ensuring the benefits of the flagship schemes reach the targeted population. The Special Programme Implementation Department monitors the implementation of various flagship schemes and fulfillment of all announcements of the Government.

3.1 Monitoring Methods:

The Special Programme Implementation Department in co-ordination with the departments concerned, collects and records the status of the implementation of various schemes and sends report at regular intervals on the physical and financial achievements of various schemes.

Monitoring helps to know whether the schemes are being implemented as per the plan of action.

Monitoring helps to identify field level constraints if any, and recommends midcourse corrections during implementation at the field level towards achieving the objectives of the programmes/schemes in time.

The Special Programme Implementation Department monitors the progress of the schemes of implementing departments with a special attention on the flagship schemes.

3.2 Online Monitoring System:

The Government of Tamil Nadu is implementing various innovative welfare

schemes for the socio-economic development of the people.

This department has developed an online intranet system in the Secretariat using suitable Information Technology tools that enables all the concerned departments to furnish information on the status of implementation of their schemes regularly.

3.3 Mechanisms evolved for effective monitoring:

The following Mechanisms have been evolved by the Special Programme Implementation Department for ensuring effective monitoring.

a) Monitoring of Announcements:

The Special Programme Implementation Department has been entrusted with responsibilities of monitoring the implementation of announcements made in the Hon'ble Governor's Address, Budget Speech, announcements made by the Hon'ble Chief Minister under Rule 110 on the floor of the Legislative Assembly; during the Conference of District Collectors; MGR birth centenary celebrations, new Districts inaugural functions, other official functions and announcements made by the Hon'ble Ministers on the floor of the Legislative Assembly.

This department in co-ordination with the line departments concerned gathers information and prepare fortnightly status report on the progress of implementation of various announcements and weekly progress report of the flagship schemes. These reports are submitted to the Office of the Chief Minister. It also prepares a review report for the monthly 'All Secretaries Meeting' conducted by the Chief Secretary.

An exclusive Server Computer has been installed to furnish the updated progress on the implementation of the announcements through online by the departments concerned.

This department has designed and developed interactive webpage for recording the present status of the announcements by the secretariat departments and hosted on the intranet system of the Secretariat website. An analytical monitoring software has also been designed, developed for generating various types of report.

Nodal Officers have been nominated by all the administrative departments in the Government, to co-ordinate with their Heads of Departments and update the status of the announcements.

The present status of announcements are categorised based on the progress furnished by the various

departments through the online system and a consolidated fortnightly report is submitted to the office of the Chief Minister through the Chief Secretary.

Reports of the Special Programme Implementation Department is providing decision making information for increasing fund allocation, scaling up, revisiting of existing programmes and launching of new programmes by the Government.

b) Monitoring of Flagship Schemes :

Special Programme Implementation Department is monitoring the implementation of the following schemes:

1. Dr.Muthulakshmi Reddy Maternity Assistance Schemes

2. Chief Minister's Solar Powered Green House Scheme
3. Distribution of Laptop Computers to Students
4. Amma Two wheeler scheme
5. Marriage Assistance Schemes
6. Distribution of Milch Cows, Goats/Sheep and Aseel Birds Scheme
7. Chief Minister's Comprehensive Health Insurance Scheme
8. Distribution of Bicycles to Students

1. Dr.Muthulakshmi Reddy Maternity Assistance Scheme:

Dr.Muthulakshmi Reddy Maternity Assistance Scheme aims to improve the

health and nutrition status of poor pregnant mothers. Assistance in the form of cash and kind worth Rs.18,000/- is given in five installments.

2. Chief Minister's Solar Powered Green House Scheme:

Chief Minister's Solar Powered Green House Scheme is to fulfill the Housing requirement of the rural poor people along with Solar Powered Home Lighting System and thereby promoting green energy and probably a Pioneering scheme for "Housing for all".

3. Scheme of Distribution of Laptop Computers to Students at free of cost:

The basic aim of this scheme is to enable the students to acquire computer operating skills and to make them familiar with the latest technology and to compete successfully in the computer oriented jobs.

4. Distribution of Amma Two wheeler Scheme:

Amma Two Wheeler Scheme is a scheme to empower working women by enabling them to purchase women friendly two wheelers to ease their commute to their enterprises, places of employment, engagement with banks and community based institutions.

5. Marriage Assistance Schemes:

This scheme provides 8 Grams Gold Coin for making 'Thirumangalyam' for girls of poor and weaker section of the society at the time of marriage. Along with gold coin, cash assistance is also given for marriage expenses.

6. Distribution of Milch Cow, Goats/ Sheep and Aseel Birds Scheme:

Milch Cow, Goats /Sheep and Aseel Birds are distributed to the rural poor for sustainable livelihood and increase their income.

7. Chief Minister's Comprehensive Health Insurance Scheme:

Government of Tamil Nadu with the objective of ensuring universal health coverage is implementing the Chief Minister's Comprehensive Health Insurance Scheme since 11.01.2012.

8. Distribution of Bicycles to Students:

Bicycles are distributed free of cost to all students studying in 11th Standard in Government, Government Aided and partly aided schools to encourage enrollment in Higher Secondary Education without any income ceiling.

The Special Programme Implementation Department is entrusted with the task of monitoring the above

mentioned flagship schemes implemented by various departments. This department collects the updated progress reports of these schemes periodically from the departments concerned and consolidated reports are prepared and submitted to the office of the Chief Minister through the Chief Secretary. These reports are being used for the review meetings of the Government.

c) High Level Monitoring Committee :

A High Level Monitoring Committee has been constituted by the Government for reviewing and monitoring the Flagship Schemes of the Government with following composition.

Sl. No.	Designation of the Officer	Position
1	The Chief Secretary to Government	Chairperson
2	The Principal Secretary to Government, Finance Department	Member
3	The Principal Secretary to Government, Special Programme Implementation Department	Member Secretary
4	The Principal Secretary/ Secretary to Government of the concerned line Departments	Members

In the High Level Monitoring Committee meetings, detailed deliberation of the flagship schemes, its progress/status, challenges and issues, if any, in the implementation, and specific issues, are addressed wherever necessary.

Policy interventions and updation of guidelines of the flagship schemes are made by taking into account the feedback provided by the Departments' officials and District Monitoring Officers.

d) District Level Nodal Officers:

The District Collectors have nominated senior officers such as District Revenue Officer / Project Director, District Rural Development Agency as Nodal Officers for monitoring the implementation of Flagship Schemes of the Government in the Districts. These Nodal Officers co-ordinate with the officers of the implementing departments and act as "Liaison Officer" at the district level for timely feedback and action. They also

provide necessary assistance to the officers of this department during field inspections/reviews.

e) Field Inspections:

The Officers of this Department undertake periodical field inspections and review the implementation of flagship schemes and submit reports to the Government on the progress and effectiveness of the schemes being implemented by various departments at the district level.

3.4. District Monitoring Officers:

The Government have appointed Secretaries / Principal Secretaries/ Additional Chief Secretaries to Government as District Monitoring Officers. The

Monitoring Officers undertake inspections and review meetings on the schemes implemented in the districts and provide necessary advice/inputs to the District Collectors and officials for sorting out the bottlenecks to ensure speedy implementation of the programme.

The Monitoring Officers review the major schemes in 13 Departments as follows:

District Monitoring Officers review 6 schemes such as Crop coverage, Micro Irrigation etc. in Agriculture Department; 9 schemes such as Free Distribution of Milch cows/Sheep, Poultry Development etc., in Animal Husbandry, Fisheries and Dairying Department; 4 schemes such as

PDS ration cards etc., 2 schemes viz., Chief Minister Comprehensive Health Insurance, Dr.Muthulakshmi Reddy Maternity Benefit Scheme etc., in Health and Family Welfare Department; 3 schemes such as Housing for all, alienation and etc., in Housing and Urban Development Department; Further, District Monitoring Officers also review the scheme of e-Governance in Information Technology Department; 2 schemes such as Underground Sewerage System in Urban Local Body and Identification of land for Solid waste management in Municipal Administration and Water Supply Department; 4 schemes such as New industrial estates, Land bank for SIDCO and etc., in Micro, Small and Medium

Enterprises Department; 7 schemes such as Patta Transfer, Social Security Pension Scheme etc., in Revenue & Disaster Management Department; 4 schemes such as Mahatma Gandhi National Rural Employment Guarantee Scheme, Chief Minister's Solar Power Green House etc., in Rural Development and Panchayat Raj Department, 10 schemes such as Right to Education, Supply of text books/note books in School Education Department; 3 schemes such as Marriage Assistance scheme, Noon Meal Scheme etc., in Social Welfare and Nutrition Meal Programme Department; Distribution of Laptop Computer scheme in Special Programme Implementation Department. Totally

57 schemes in 13 Departments are being reviewed by District Monitoring Officers.

The District Monitoring Officers are co-ordinating with Heads of Department to address inter-departmental issues and recommend required policy interventions at the Government level. The Monitoring Officers submit their report with important observations, follow up action to be taken and recommendations for necessary changes to improve the schemes. The suggestions of the District Monitoring Officers are consolidated and submitted to the office of the Chief Minister through the Chief Secretary.

4. Schemes of the Special Programme Implementation Department:

Apart from monitoring the various flagship schemes of the Government, this department is entrusted with the responsibility of implementing the following two flagship schemes of the Government.

1. Distribution of Laptop computers at free of cost to students.
2. Distribution of Electric Fans/Induction Stoves, Mixies and Grinders free of cost to women.

The scheme of Distribution of Electric Fans/Induction Stoves, Mixies and Grinders free of cost to women was fully

implemented during the period 2011-12 to 2015-16.

4.1 Distribution of Laptop Computers to Students:

Tamil Nadu Vision 2023 envisaged substantial increase in the number of higher education institutions to provide opportunities to all sections of the population of the State. Tamil Nadu is one of the most advanced States of India with a high Gross Enrollment Ratio (GER) of 48.6 in Higher Education which is almost twice as much as the National GER of 25.8.

The State of Tamil Nadu has already emerged as a favored destination, both for the national and inter-national Information

Technology (IT) companies, which has opened new vistas of job opportunities for the youth in the State. Students from the economically backward class who cannot afford to buy laptop computers, needs to be equipped with a strong IT knowledge base to secure employment. To keep pace with the development of latest Information Technology (IT) and IT enabled services, the Government realized the importance of providing Laptop Computers at free of cost to students.

To bridge the gap in their IT knowledge and provide a level playing field in developing skills without discrimination between the 'haves' and 'have nots', the Government is implementing the

innovative scheme of providing Laptop Computer to students free of cost. Through this initiatives, the State Government have paved the way to reach all the three significant education policy concerns viz., access, participation and attainment.

This is one of the reasons for the Government of Tamil Nadu to implement the scheme of distribution of Laptop Computers to the students studying in Government and Government Aided Schools and Colleges in the State to facilitate them in acquiring better computer skills. The Hon'ble Governor of Tamil Nadu in his address to the Legislative Assembly on 3.6.2011 made

the following announcement, "This Government will also implement the scheme of distribution of laptop computers to students and commence the distribution from September 15th, 2011 to cover all the plus one and plus two students in Government Schools and Government Aided Colleges in a phased manner".

The objectives of this scheme is to make the students conversant with the latest technological updates in Information Technology, and to enable them to compete successfully in the computer oriented competitive employment market.

In 2011-12 and 2012-13, the students who studied in Government and Government-Aided Schools, Arts and

Science Colleges, Engineering Colleges and Polytechnic Colleges were provided with Laptop Computers. From 2013-14 onwards, plus two students in Government and Government Aided Schools and First year students of Government and Government Aided Polytechnic Colleges are benefitting, under the Scheme.

Distribution of laptop computers to students during the schooling period facilitates the students to prepare for various competitive examinations and also to optimize the learning outcomes in the context of the revised text books which contains QR codes link to audio visual content, question banks and Hi-Tech labs etc., Hence, the Government have decided

to distribute laptop computers to plus one students instead of plus two students from the academic year 2018-19 onwards. This will enable students to make use of Laptop Computers under the guidance of teachers from first year of higher secondary education.

Year-wise/Institution-wise distribution of Laptop Computers to Students

Year	Schools	Arts / Science Colleges	Engineering Colleges	Poly-technic Colleges
2011-12	12 th Std	1 st & 3 rd year	2 nd & 4 th year	1 st & 3 rd year
2012-13	12 th Std	3 rd year	2 nd & 4 th year	1 st & 3 rd year
2013-14 to 2017-18	12 th Std	-	-	1 st year
2018-19	11 th Std & 12 th std	-	-	1 st year
2019-20 onwards	11 th Std	-	-	1 st year

The scheme is being implemented by the Special Programme Implementation Department. The number of laptop computers required for distribution with respect to each academic year is arrived by the Directorates of School Education, Technical Education and Collegiate Education. Electronics Corporation of Tamil Nadu (ELCOT) has been entrusted with the task of procuring laptop computers based on the indent given by the Directorates. The specification for the laptop computers is finalized by the ELCOT taking into consideration of the usage of the laptop computers for the student community. The laptop computers are procured by following the procedure stipulated in the

Tamil Nadu Transparency in Tenders Act 1998 and Rules 2000.

The Special Programme implementation department issues Administrative Sanction for the procurement of laptop computers under this scheme. Necessary funds are being released to ELCOT by the Special Programme implementation department, from its Budget allocations.

The distribution of Laptop Computers to the students for 2011-12 and 2012-13 was carried out by the Directorates of School Education, Collegiate Education and Technical Education. From 2013-14 onwards, Laptop Computers are being distributed to students through

Directorates of School Education and Technical Education.

The laptop computers distributed are provided with dual boot facility offering both “Windows 10 Pro” National Academic Edition & BOSS/ Linux from the Centre for Development of Advanced Computing (CDAC). A standard keyboard with English and Tamil letters including rupee symbol and with integrated touch pad is provided. Along with an Anti-virus Software, Tamil Unicode font with keyboard interface sourced from Tamil Virtual Academy and educational contents from the Education Department are provided. Special Software is provided for the visually impaired students. Power cable, power charger and

user manual are provided. Back packs are also provided along with the Laptop Computers for protection. The scheme of distribution of laptops makes learning more interesting for the students and to develop technical skills such as Spread sheets, Power Point Presentation and Word processing, etc.

The Laptop Computers are provided with one year warranty including battery. To ensure proper working and maintenance of the Laptop Computers, Service Centres have been set up by the vendors concerned in all the districts and students have been informed about the facility.

The students benefitted under the scheme have been able to identify and utilize the computer system for various uses. This scheme has helped the students to access and utilise e-journals, e-books, video tutorials, etc. Further, the use of social media and accessing worldwide libraries provides huge opportunities to develop their abilities and to improve the standards and efficiency of the students.

The scheme of distribution of Laptop Computers to students free of cost is being implemented with great success. It is to be mentioned that other members of the family, especially the younger siblings, are showing keen interest to learn and operate the computer system. This development

promises well in preparing the future generations also for digital literacy and to become a global citizen through the plethora of opportunities that digital world provides. The interest shown by the siblings in the family is an indication of the impending change in the society that the scheme can potentially bring about. Overall, the students not only see the laptop computer as a device but a window for a better future and a ladder for enhancement of social status among their peers.

The scheme has given additional value to the student community and it is expected that, the usage will be more advanced and will be a precursor for

“activate content creation” by the students over a period of time and this transition will define the ultimate success of the scheme.

Tamil Nadu is the only State implementing the Scheme of distribution of Laptop Computers to the students in the entire country, from 2011-12 onwards.

Under the scheme, 51.67 lakh laptop computers have been distributed free of cost to students at a total cost of Rs. 7257.61 crore from 2011-12 to 2019 -2020. (Upto February2020)

The scheme will continue to be implemented during 2020-2021 and it is proposed to distribute laptop computers to

5 lakh students at an allocation of Rs.949.30 Crore .

4.2 Distribution of Electric Fans/Induction Stoves, Mixies and Grinders at free of cost to Women Beneficiaries:

The Special Programme Implementation Department implemented the scheme of distribution of Electric Fans/Induction Stoves, Mixies and Grinders to Women beneficiaries at "Free of Cost". The aim of the scheme was to provide relief to the women from their day-to-day strenuous household activities. This scheme is fulfilled by providing about 1.75 crore women with Electric Fans / Induction Stove, Mixies and Grinders

during 2011-12 to 2015-16 at a cost of Rs.7,686.21 crore.

4.3 Enterprise Resource Planning (ERP):

Enterprise Resource Planning (ERP), is an advanced software developed for monitoring the progress of distribution of Laptop Computers implemented by this department. ERP is a management software which allows an organization to use a system of integrated functions to manage all business related activities. This software has facilities for ELCOT to carry out the following functions, from procurement of laptop computers to the distribution to the students, etc: -

- Entry details of Tender & Price
- Entry details of Supplier
- Quantity allocations to suppliers
- Entry details of laptops by Third party Inspection
- Entry details of schools
- Entry of laptop indent for students based on the EMIS number
- Entry of laptop indent for students
- Supplier allocation to educational institutions
- Supply and delivery
- Field Inspection in educational institutions
- Entry details of beneficiaries
- Mapping of laptop computers to students
- Entry details of payment to vendors

- Entry details of handing over the excess Laptops to the District Head Quarters
- Reallocation of laptops to students
- Report generation

The ERP software ensures the effective monitoring of distribution of Laptop Computers to the students.

5. Conclusion:

The Government of Tamil Nadu is committed to fulfill the needs of the people of Tamil Nadu by implementing various development and welfare schemes/programmes.

Special Programme Implementation Department is functioning as a "Monitoring Body of the Government" and also

effectively implements the scheme of distribution of laptop computers at free of cost to the students from 2011-2012.

This department closely monitors the implementation of flagship schemes and announcements of the Government to ensure that the benefits of the schemes reach the target population in a timely manner. Moreover, inter-departmental co-ordination meetings are conducted to facilitate effective implementation of the schemes which involves more than one department.

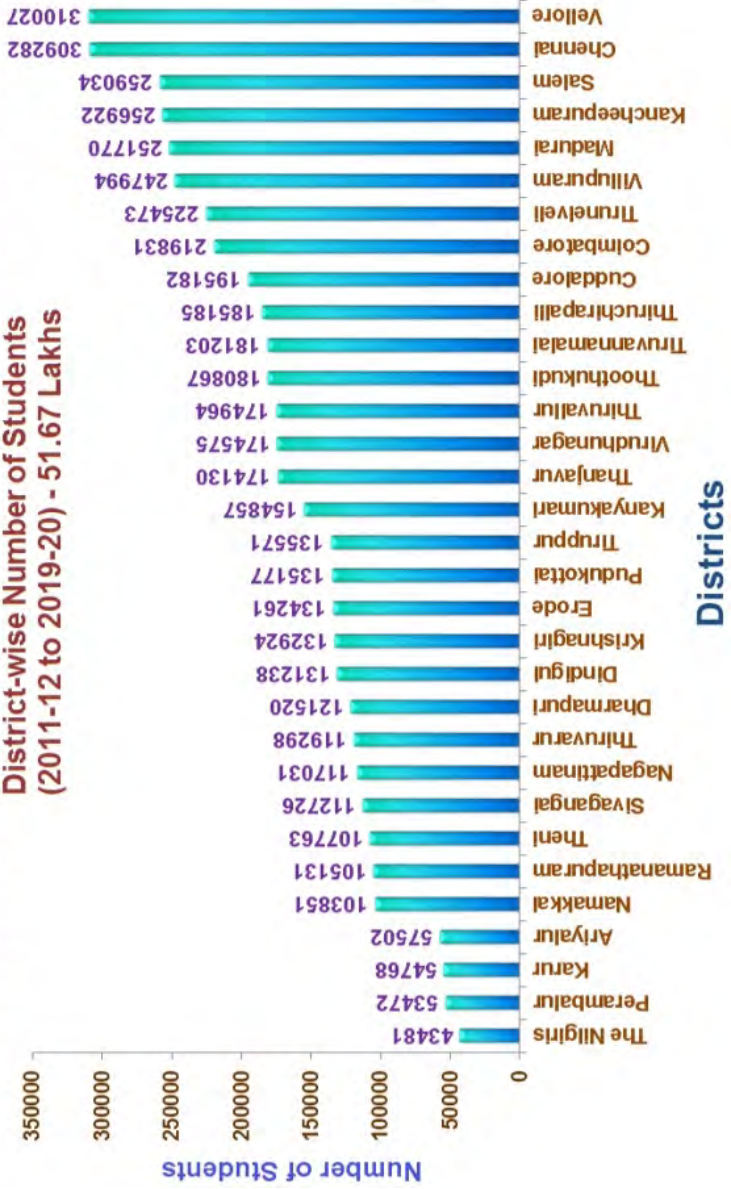
Special feature of this department is to monitor the effective implementation of the schemes for achieving sustainable development goals in state, in coordination

with line departments such as Animal Husbandry, Agriculture, Energy, Education, Health, Rural Development, Industry and Social Welfare.

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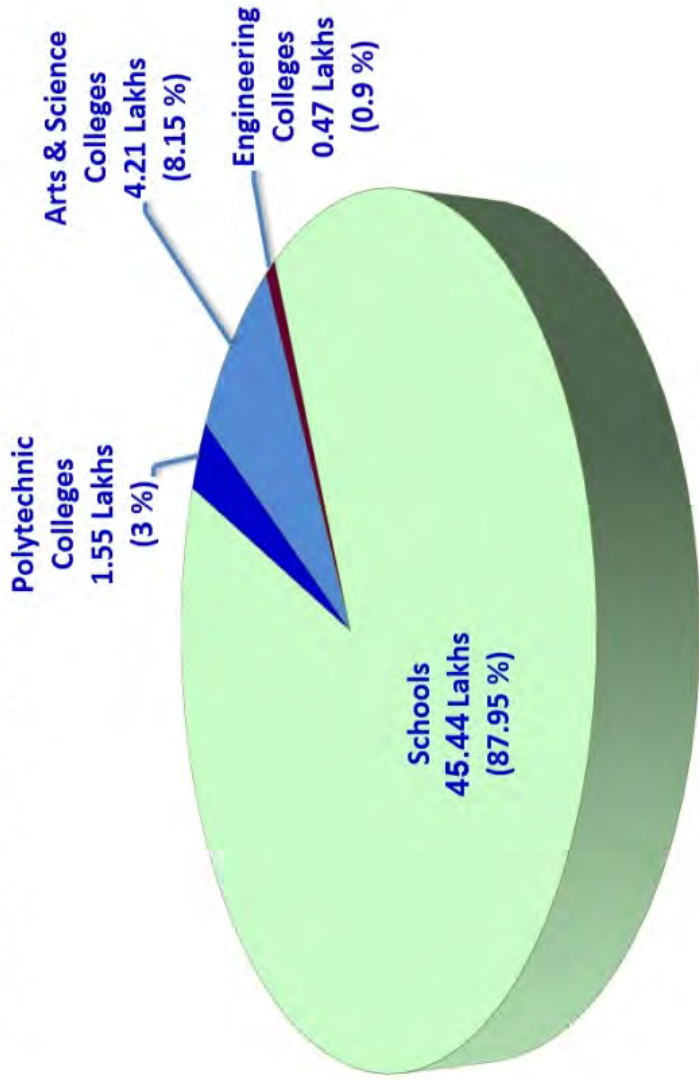
Distribution of Laptop Computers to Students

District-wise Number of Students
(2011-12 to 2019-20) - 51.67 Lakhs



Distribution of Laptop Computers to Students

Number of Students (2011-12 to 2019-20) - 51.67 Lakhs



MONITORING PROCESS - FLOW CHART

