

**Government of West Bengal**  
**Panchayats and Rural Development Department**  
**Jessop Building, 63 Netaji Subhash Road, 1st Floor, Kolkata 700001**

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**Memo No: 3070-RD (SGSY)/ 20M-6/2005 (Pt-I)**

**Date :03/05/2007**

**From :** Dr. M.N.Roy, IAS  
Principal Secretary to the Government of West Bengal

**To :** The District Magistrates – All.

**Subject: Publication of BPL list (Guideline -3)**

**Ref :** This Department No. 76/JS(DG)/007/SGSY/20-M-6/2005 dated 2<sup>nd</sup> April, 2007 and No 079/JS(DG)/2007/ SGSY/20-M-6/2005 datd 4<sup>th</sup> April, 2007

Sir / Madam,

In continuation of this department's guidelines quoted under reference I am directed to state hereunder the procedures to be adopted for identifying actual beneficiaries, who will come under the purview of different programmes targeted towards the B.P.L families. It has been decided in consultation with the Food and Supplies Department, Government of West Bengal that the cut off score for ascertaining the BPL families will be 33. In tea garden areas, the cut-off score will be 37 and in closed Tea gardens, all worker families will be treated as BPL families. It has further been decided that in respect of those Mouzas which have been totally washed away due to erosion of river the cut off marks for determining the BPL families of those areas will be reviewed after receiving relevant information from the districts.

2. In respect of IAY, the list of eligible families will be generated by running pre-defined queries ( Total Score $\leq$ 33 and P2=1). The permanent wait list for IAY beneficiaries will be generated from this list of eligible families after consideration of the Gram Sansad as per the following guidelines. The list will be taken up for consideration family-wise starting from the lowest score. Those whose names appear in the list but the Gram Sansad considers that the family is not eligible because (i) it has already received benefit under IAY/ PMGY (GA)/ SGRY (IBS) for construction of new house, (ii) there is factual mistake in the scores under one or more categories which will make the family ineligible (iii) the condition of the family has changed for the better, (iv) the family has left the area permanently etc., those should be clearly mentioned and a list of such persons showing the reasons for not considering their case for each family to be separately prepared & sent to the Gram Panchayat. The list of other eligible persons, i.e., those excluding the ineligible families, will form the Permanent Wait List. This list should be segregated in three categories: - i) those belonging to SC or ST, ii) those belonging to Minorities, iii) the rest belonging to general categories. The Gram Panchayat will compile the data for each category and will forward the same to the BDO concerned. The complete data-base with names of the head of the family appearing in the Permanent Wait List along with the name of one adult female members of those families, who will be the recipient of the fund under IAY, have to be maintained at the Block-level (in case there is no adult women member in a family that should be clearly mentioned). The BDO will be the custodian of the data-base, which will have Gram Panchayat and Samsad-wise priority list of families under each category who will get benefit under IAY. In case some of them do not have any homestead land of their own the same

information may also be compiled in due course. The BDO should forward the numbers of eligible families category-wise (their names should be readily available if demanded) to the Zilla Parishad. A format for preparation of the lists is enclosed herewith. The names of the head of the households, which will be included in the Permanent Wait List of IAY should be written in the external walls of the Gram Panchayat so that every one knows which families will get the benefit of IAY in due course.

There could be some families whose scores are higher than 33 but the condition of the house is of category P2=1 or there is gross mistake in scores of the family. They cannot be considered directly for inclusion in the Permanent Wait List. They may submit any factual mistake in their objective status in respect of the twelve indicators, which may be considered, not immediately, but in due course depending on numbers of such application received. The list of families whose houses have to be shifted within the current year for construction of roads under PMGSY or the houses which have been totally destroyed by any natural calamity after the survey and the loss of the family will be such that its status will come down to BPL category their list and scores are to be separately forwarded to the Zilla Parishad via the Gram Panchayat and the Panchayat Samiti. The Gram Samsad will be required to endorse this list-also. Such families may be separately considered for extending benefit under IAY only as a special case and they will not be considered for getting benefit under other schemes targeted to the BPL families. However, such families, like any one else, may always submit application to the Gram Panchayat to report their change of objective status for verification in due course.

The entire process should be completed by the middle of June so that the Zilla Parishad may fix the Gram Panchayat-wise quota of IAY for each category based on certain objective criteria and release fund to the Gram Panchayats by the end of June 2007. Also, the Zilla Parishad will not release fund to the Gram Panchayats till the Permanent Wait Lists are published and information on category-wise numbers of families in the said list is received from the Gram Panchayats.

3. The Gram Samsad should also identify all persons with age 65 years or more and belonging to BPL families for giving coverage under suitable social security scheme. For that purpose the list of all such persons from BPL families are to be prepared starting from the lowest to the highest score (33). Most of them are already covered under any pension scheme. (such as NOAPS, old age pension scheme of Women & Child Development & Social Welfare or other departments, pension scheme for tribal people etc) or under Annapurna Yojana (AY). The list of all aged persons mentioning who are already covered (the name of the scheme to be specifically mentioned in each case) should be prepared by the Gram Panchayat with feedback from the Gram Samsad / Gram Unnayan Samity (GUS). The second list of all eligible persons not covered under any scheme has to be prepared in order of their scores (lowest score to be at the top). A third list of aged persons who are not in the BPL category as per present survey but getting benefit under any of the said social security schemes should also be prepared by the Gram Panchayat with feedback from the Gram Samsad / GUS. They will continue to receive the existing benefit until instruction is issued otherwise by the State Government. Formats for the said lists are enclosed herewith. In case there are persons in BPL families who are considered ineligible for receiving social assistance because of certain reasons, the same should also be compiled by the Gram Panchayat and communicated to the Block Office. In all the lists social categories (SC/ST/Minority/others) of the persons are to be mentioned. All the lists, prepared for each Samsad, are to be forwarded to the Block Office by the Gram Panchayat for entering the details in the data-base. A list of persons who are eligible to receive social assistance in the form of pension or free rice under AY and yet not covered should be prepared by the BDO and forwarded to the District Panchayats and Rural Development Officer for compiling district figures. The list of existing AY beneficiaries and their scores should also be

forwarded by the BDO to the District Panchayats and Rural Development Officer for consideration if some of them could be covered under pension scheme, which provides higher quantum of benefit, in lieu of coverage under AY.

For municipal areas the task of the Gram Panchayat will be performed by the Municipality concerned. In respect of Kolkata Corporation the list will be directly submitted to the Commissioner Panchayats and Rural Development. In respect of other Corporations the list will be submitted directly to the District Panchayats and Rural Development Officer concerned. This exercise should be completed by the middle of June so that coverage under NOAPS and AY may be increased immediately thereafter. Before forwarding the list by the Gram Panchayat/ Municipality to the authority concerned it must be ensured that the total no. of existing beneficiaries, now classified as those belonging to BPL and those not under that category taken together matches the existing no of beneficiaries. Those who appeared in the list of existing beneficiaries and are dead by now should also be reconciled in this opportunity.

The Panchayat bodies will be required to incur expenditure for acquisition and compiling several data as mentioned. Such expenditure may be incurred out of fund made available as grants from the 12<sup>th</sup> Finance Commission. The District Magistrates may work out the rates for various activities related to acquisition and compilation of data. Support of Gram Unnayan Samiti may be obtained for that purpose.

All concerned are requested to give utmost-importance to early compilation of the list as correctly as possible for both the categories of programmes so that there is no unnecessary delay in extending benefit of the said programmes to the deserving persons. A format showing the synoptic information to be compiled is also enclosed herewith for better monitoring. District Magistrates are also requested to closely monitor the progress for both timely completion of the task and maintaining quality of the data.

Yours faithfully,

Sd/-  
( M. N. Roy )  
Principal Secretary to the  
Govt. of West Bengal.

**No: 3070/1(32)-RD(SGSY)/20M-6/2005 (Pt-I)      Date :03/05/2007**

Copy forwarded for information and necessary action to :

1. The Sabhadhipati, Zilla Parishad / Mahakuma Parishad – All.
2. The Additional Chief Secretary, Food & Supplies Department, Govt. of West Bengal, Khadya Bhavan, 11A Mirza Ghalib Street, Kolkata – 700 087.
3. The Principal Secretary, Municipal Affairs Department, Govt. of West Bengal, Writers' Buildings, Kolkata – 700 001.
4. The Commissioner, Presidency / Burdwan / Jalpaiguri Division.
5. The Principal Secretary, Darjeeling Gorkha Hill Council, Darjeeling.
6. The Director, State Institute of Panchayat & Rural Development, Kalyani, Nadia.

7. The Principal, Extension Training Centre, Burdwan / Coochbehar / Raiganj / Paschim Medinipur.
8. Private Secretary to the Minister-in-Charge, Panchayat & Rural Development Department, Govt. of West Bengal, Writers' Buildings, Kolkata – 700 001.
9. Private Secretary to the Minister-of-State, Panchayat & Rural Development Department, Govt. of West Bengal, Jessop Building, 63 N.S. Road, Kolkata – 700 001.

Principal Secretary to the  
Govt. of West Bengal.

## Permanent wait list of IAY based on Rural Household Survey, 2005

District Name

Block Name

Gram Panchayat Name

Gram Sansad

Gramer Naam (Village Name)

### *List for SC/ST*

House Hold ID	Name of head of household	Name of the adult Woman Member of the Household in whose name IAY benefit may be given	Social Status (SC/ST/)	Total Score (In ascending order)
A	B	C	D	E

### *List for Minorities*

House Hold ID	Name of head of household	Name of the adult Woman Member of the Household in whose name IAY benefit may be given	Total Score (In ascending order)
A	B	C	E

### *List for others*

House Hold ID	Name of head of household	Name of the adult Woman Member of the Household in whose name IAY benefit may be given	Total Score (In ascending order)
A	B	C	E

## Schedule of Existing beneficiaries of Social Security Schemes (Pension or Annapurna Yojana) who are covered under BPL list prepared on the basis of Rural Household Survey, 2005

*(List-I as mentioned in para 3 of Guideline-3)*

District Name

Block Name

Gram Panchayat Name

Gram Sansad

Gramer Naam (Village Name)

House Hold ID	Name of head of household	Total Score (In ascending order)	Social Status (SC/ST/Minority)	Name of the person exceeding 65 years of age	A G E	Relationship with head of the Household	Name of the social security scheme under which the family is presently covered
A	B	C	D	E	F		G

- column A, B and C will have to be adopted from the BPL list prepared on the basis of Rural Household Survey, 2005

- Column D is to be filled up on the basis of local information

**Schedule of Eligible beneficiaries of Social Security Schemes who are not covered under any Pension Scheme or Annapurna Yojana**  
(List-II as mentioned in para 3 of Guideline-3)

District Name

Block Name

Gram Panchayat Name

Gram Sansad

Gramer Naam (Village Name)

Name of the person exceeding 65 years of age	Name of head of household	Social Status (SC/ST/Minority)	Age	Relationship with head of Household	Household ID	Score
A	B	C	D	E	F	G

- column A to E is to be prepared by the Gram Panchayat and to be sent to BDO;
- At the Block level Column F and G is to be identified from the databased by running query on name of head of the household;
- The member information is to be entered to capture all information on old age persons

**Schedule of beneficiaries of Social Security Schemes who are not included in BPL list prepared on the basis of Rural Household Survey, 2005**  
(List-III as mentioned in para 3 of Guideline-3)

District Name

Block Name

Gram Panchayat Name

Gram Sansad

Gramer Naam (Village Name)

Name of the person exceeding 65 years of age	Name of head of household	Social Status (SC/ST/Minority)	Age	Relationship with head of the Household	Name of the pension scheme or AY under which the member is covered	Score
A	B	D	E	F	G	H

\* to be filled in at Block level

