GOVERNMENT OF ODISHA
WOMEN & CHILD DEVELOPMENT DEPARTMENT
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No.WCD-SUBH-MISC-0040-2025- 4859 /W&CD, Dtd. 19.02.2025

From

Sri Krutibas Rout, OAS (SAG),
Additional Secretary to Government.

To

All Collectors/ Municipal Commissioners.

Sub: - SOP for Anganwadi Workers to Identify and Link Non-DBT Enabled Bank Accounts for "SUBHADRA"-Reg.

Madam/Sir,

In inviting a reference to the subject noted above, I am directed to say that as of now there are nearly 2.3 lakh women applicants whose bank accounts are not enabled for Direct Benefit Transfer (DBT). Unless their accounts are made DBT enabled, funds cannot be transferred to them even if they are found eligible.

To reach out to these beneficiaries through AWW a **Standard Operating Procedure (SOP)** has been devised which is enclosed herewith as annexure-1 for your information & necessary action. The SOP provisions for a **suitable incentive** to each of the AWW based on **the number of accounts they make DBT enabled.**

It is therefore requested that necessary instruction in this regard may be issued to all the concerned (DSWOs/ CDPOs) and these applicants may be assigned to your AWWs as detailed in the SOP. The overall procedure/activities as envisioned in the SOP must be monitored for removing these last mile impediments in transfer of benefits to the applicants.

This may please be accorded "TOP PRIORITY".

Yours Faithfully,

19/2/25

Additional Secretary to Government

WCD-SUBH-MISC-0040-2025/01/2025

P.T.O

Memo No. 4860 /W&CD, Dtd. 19.02.2025

Copy with copy of the enclosure forwarded to all DSWOs for information and necessary action

19/2/25

Additional Secretary to Government

WCD-SUBH-MISC-0040-2025/01/2025

Annexure-1

Standard Operating Procedure (SOP) for Anganwadi Workers to Identify and Link Non-DBT Enabled Bank Accounts for "SUBHADRA"

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Objective

This SOP outlines the step-wise procedure for Anganwadi Workers to identify and link **2.7 lakh non-DBT enabled bank accounts** to ensure seamless transfer of SUBHADRA scheme benefits.

Step-wise Procedure

Step 1: Sharing of Non-DBT Enabled Account Lists.

- The **Gram Panchayat (GP) wise list** of non-DBT enabled bank accounts will be shared with the CDPOs by the department.

Step 2: Creating Anganwadi Centre-wise Lists.

- CDPOs have to split the **Gram Panchayat (GP) wise list** into **Anganwadi Centre-wise lists, tag the applicants/ beneficiaries to different AWWs/ AWHs** and share the updated lists back with the department for tracking and coordination.

Step 3: Identification and Aadhaar Linking.

- Anganwadi Workers will **identify the account holders** from their respective Anganwadi Centre lists.
- They will facilitate the **Aadhaar linking of the identified non-DBT accounts** at the bank where the applicant/beneficiary is having her account.

Step 4: Incentive for Anganwadi Workers.

- For every **non-DBT account successfully linked**, the Anganwadi Worker will be **provided a suitable monetary incentive per account.**

Step 5: Status Check and Payments.

- Every **two weeks**, the department will **verify the DBT linkages** from the backend.
- Based on verified linkages, **payments will be processed** for Anganwadi Workers as per the number of successfully linked accounts.

Monitoring & Compliance.

- Periodic **review meetings** will be conducted to address challenges and ensure timely completion of the linking process.

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