

2012-13

22nd ANNUAL REPORT



SEETA GRAMUDYOG VIKAS SANSATHAN

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From the disk of Secretary

We are expressing our gratitude to the people of Jehanabad and Arwal district, the Govt. Officials, our staff and volunteers who gave us opportunity to present this Annual Report for the period 2012-2013. In 2012-13, Sita Gramodyog Vikas Sansthan again experienced a great outpouring of compassion and giving from donors and supporters. As we envisaged earlier to raise the standard of living of the poor, marginalized and deprived sections of the society residing in rural areas of Jehanabad and Arwal districts, we continued our commitment and support to our target group in this current financial year too through implementation of different projects with support from KVIC Mumbai, Ministry ., For all our initiatives, we have adopted bottom-up approach of empowerment in order to make the dalits and underprivileged self reliant and sustainable. We see community as a key stakeholder rather than as a mere beneficiary of the projects being run by the organization.

Currently we are focusing on women, children, Rural Labourers, handicapped. At present, our organization is undertaking various activities under our women's empowerment through Self Help Group Promotion, Livelihood Promotion, Child Education, Child Labour, RCH and other related projects.

SGVS promotes the value of individuals and the collective efforts for integrated development which we believe would ensure a better living condition for the people in general and the disadvantaged and vulnerable in particular.

In all our action and field operations we build capacity of the identified persons, and follow various orientations round up for active and regular involvement of the community for getting viable results and change.

Our officials, members and grass root level volunteers are working very hard to give a new shape of the project area on all fronts – socio-economic and other social parameters. Thousands of people are supporting our views, vision and mission. We take a pledge to serve the common mass.

We thank to community, local officials, donors and our philanthropic work force, who are supporting us for a new change in every walk of life

Thank you for your support and co-operation.

Rabindra Sharma
Secretary

Date: 18.09.2013

Place: Patna

Organization at a Glance

1.	Name of the Organization	Sita Gramoudyog Vikas Sansthan (SGVS)
2.	Address	Regd. Off.: At+PO. - Usari Bazar, Dist. - Arwal, Bihar-804428
3.	(Administration + Correspondence) Office	H/o C.K. Singh, Roshana Sadan, West Keshri Nagar, Patna – 800024
4.	E-mail	sgvs.bihar@yahoo.in sgvs2008@sify.com
5.	Website	www.sgvsbihar.org
6.	Mobile No.	+91 9934791642
7.	Project Offices	1. SBI Building, Main Road, District - Arwal, Bihar 2. Madhonagar, Kako road, Dist - Jehanabad Bihar
8.	Contact person	Mr. Rabindra Sharma Secretary
9.	Registration Details	Registered under Societies Registration Act (Act XXI), 1860. Reg. No. : 498/91-92 Date of Registration: 6 th December, 1991
10.	FCRA No.	031090028 Dated 27 th December, 1996
11.	Pan No.	AAAAS3672H
12.	Registration No. under 12A	Income Tax/Tech/12A/1999-2000/10592-94 Date : 1 st April, 1998
13.	Registration under KVIC	EZCC/Bihar 123192-93
14.	Bank Details	ICICI Bank, Exhibition Road, Patna, Bihar SB A/c No. 625901141387
15.	Bank Details for Foreign Contribution	Punjab National Bank, Mehandia, Bihar SB A/c No. 2550000100058602 (Only for Foreign Grants)

Introduction

Sita Gramoudyog Vikas Sansthan is a non-government & non-profit organization registered under Society Registration Act (XXI), 1860 in the year 1991, having its working areas located in the central Bihar which is widely known as the most backward and inaccessible area having a grimly strained agrarian relations.

Presently SGVS has got its intensive interventions at Kaler and Arwal Blocks of newly created Arwal District (previously under Jehanabad District). An evidence lack of investment in the farming sector for last several years, lack of education and ample scope of employment opportunities in the local areas leads to mass migration. Provision of basic means of existence and employment opportunities have been identified as the real felt need of the area by SGVS. Considering the above, SGVS has got itself registered under Khadi and Village Industries Commission (KVIC), Mumbai, to extend the outreach of the services and opportunities being provided by KVIC to the people of the area. Awareness building among the deprived target groups and convergence of different development stakeholders and institution building have been adopted as the basic strategy of the organization. Sharing of information through meetings, workshop and training to empower and enable them to realize their rights and strength are the major concerns of the organization during the last year.

Since its inception, it has been handholding many friends from all walks of life and forging an alliance to promote Khadi & agriculture with thrusts on natural resource development and capacitating community based organizations for popularizing resource conservation mechanism, best practices and effective utilization of natural resources.

The organization move a long way forward from highlighting the vulnerability issues of the downtrodden community, with boarder perspective and concern such as women empowerment, gender mainstreaming among others.

SGVS promotes the value of individuals and the collective efforts for integrated development which we believe would ensure a better living condition for the people in general and the disadvantaged and vulnerable in particular.

Geographical Coverage



Since the inception of Sita Gramoudyog Vikas Sansthan (SGVS), it has been working intensively in following four districts and blocks of Bihar State

Jehanabad District	– 1 Block
Arwal District	– 3 Blocks
Aurangabad Dist.	- 1 Blocks
Bhojpur Dist.	- 1 Blocks

Area Profile & Genesis

Jehanabad district came in existence in 1986. It was a sub-division of the Gaya since 1872. The main aim behind the creation of this district was to accelerate the pace of development in tandem with tackling the problems of poverty, unemployment and underdevelopment. The climate of Jehanabad is of extreme mature, i.e. very hot in the summer and biting cold in the winters. The average rainfall of the district is 1074.5 mm. Out of the total rainfall, 90 percent comes from monsoons. The economics of the district is agriculture based. The soil is very much fertile known as Kewal in local terms. The soil is very much suitable for the production of rice, wheat and cane etc. The agriculture depends up on the rain and this situation creates highly vulnerable situations to the small and marginal farmers as low rain is observed in the district.

Due to lack of development activities, remoteness of the areas, administration has little control over the situation. Problems of land reform, minimum wages, social status of details and inaccessibility towards the democratic

rights has created such vicious circle in the area that people are leaving in a hopeless situation.

Migration of labor due to lack of employment opportunities, pressure tactics of agricultural labourers to increase wages, total dependency on the agriculture and low return of agricultural produce, indebtedness and attitudinal problems at society level is further aggravating the situation day by day.

The Secretary of organization SGVS, Sri Rabindra Sharma, who belongs from the Arwal Block of the district, was silently observing the growing menace of vulnerable situations of the area, while he was studying at Patna University in early 80s. At Patna Mr. Rabindra Sharma has got an opportunity to interact with the prominent

Gandhian and Sarvodya Leaders. Being influenced with the Gandhian ideologies, he frequently starts visiting and attending the meetings at Gandhian Nidhi Patna to search out the strains of any amicable solution of the problems being faced by the society from where he belongs. Interaction with prominent Gandhian leaders like Sidhraj Dhada, Thakurdas Bang Shivanand Bhai has given him a new insight to visualize the problem. After regular consultation with these people he came to the logical conclusion that lack of employment opportunities and low agricultural return are the basic triggering factors behind this social chaos.

He has been advised to start some constructive activities based on Gandhian ideology afterwards having consensus among the prominent persons of the area alit has been decided to registered a voluntary organization in the name of late. Sita Devi, a prominent social activist of the area who had lead the fight for the cause of poor and underprivileged people.

Under the above background Sita Gramoudyog Vikas Sansthan (SGVS) has been registered under society Registration Act of 1860 on 6th Dec. 1991 with an objectives, vision and mission stated below.

Objectives

- To work for continuous improvement in socio-economic and moral status of village community.
- To promote Khadi Village industries for all round development of villager.
- Promote principles of Sarvodaya (unto the last) Bhoodan & Gandhian Philosophy.
- To work for sustainable agriculture and rural development practices by promotion of fertilizer, animal husbandry, Dairy, economic agriculture etc.
- Work for education for the underdog and disadvantaged section of our society.
- Remove social evil e.g. untouchability, casteism, communalism, class intervals, down atrocities against women etc. and restoration of dignity of disabled and Senior Citizens.
- To work for curative, preventive & primitive healthcare of the people and accelerate initiation of population stabilization.
- To promote environmental sanitation and safe drinking water.

Mission

To educate, organize and empower the rural poor for promoting development as a liberating force aimed at justice, economic growth and self reliance and to capacitate the person with disability for social participation.

Vision

Empowerment of every community to pursue its own vision have it own strategic development plan in an enabling environment with access to all, resources required for its effectiveness in realizing its vision having understood these dynamics SGVS is in pursuit of achieving a sustainable and peaceful society characterized by human value, peaceful co-existence and proportion of material spiritual and cultural well being.

Goal

Work for all round development of village community of Bihar and continuous improvement in socio-economic and moral status of native people.

Strategy

- To provide common platform for sharing analyzing and resolving the social problems.

- To facilitate the formation of community organization and empower and enable them through knowledge, information and skill to take their own initiatives for development and to resolve their conflicts.
- To promote the value of democracy, decentralization, community participation through institutions of local self-governance.
- To undertake advocacy on issues that is concern with the local community in general and society as whole.
- To co-ordinate and participate in campaigns on the emerging issues in social and developmental sectors.
- To facilitate linkage of institutions and bodies involved in development with the look community to have the access of most underprivileged especially of Details and Women.

Our future strategic approach has been broadly categorized as follows:

Thematic Issues

The organisation has selected some of the areas of prioritized concerns and acted upon it, which are as follows:

- Empowerment of local Panchayat bodies.
- Enabling and empowerment of the disadvantaged group particularly women.
- Promotion of education and Health both preventive and curatives.
- Promotion of the livelihood based on agriculture and allied activities.
- Natural Resource Management.
- To work on Child Right Issues.
- Institution and Capacity building

Approach

- ✓ Participation in decision-making leads to empowerment and enabling the conducive environment.
- ✓ Information and education is the key tools of empowerment. We provide information and education to the marginalized and deprived people to access their rights.
- ✓ Development of small and marginal farmers with skills and tools is required for generating momentum in the local economy.
- ✓ The resource generation, use and development of rural appropriate technology for reuse of resources is a must based on the local available wisdom and knowledge with a mix up of modern practices.
- ✓ For the development of the rich and poor alike in the village a harmonious co-existence among these sections is needed with rich considering the state as an opportunity to serve and the poor should think poverty is an opportunity to prosper.
- ✓ The development process can only be sustainable if it is socially and economically viable and advocated through community based participatory process.
- ✓ Women empowerment is an indicator of development and symbol of matured democracy be it a nation or an organization.
- ✓ A dynamic and democratic people's organization is the result of the successful intervention strategy.
- ✓ Progress is the right for the people who desires to progress.

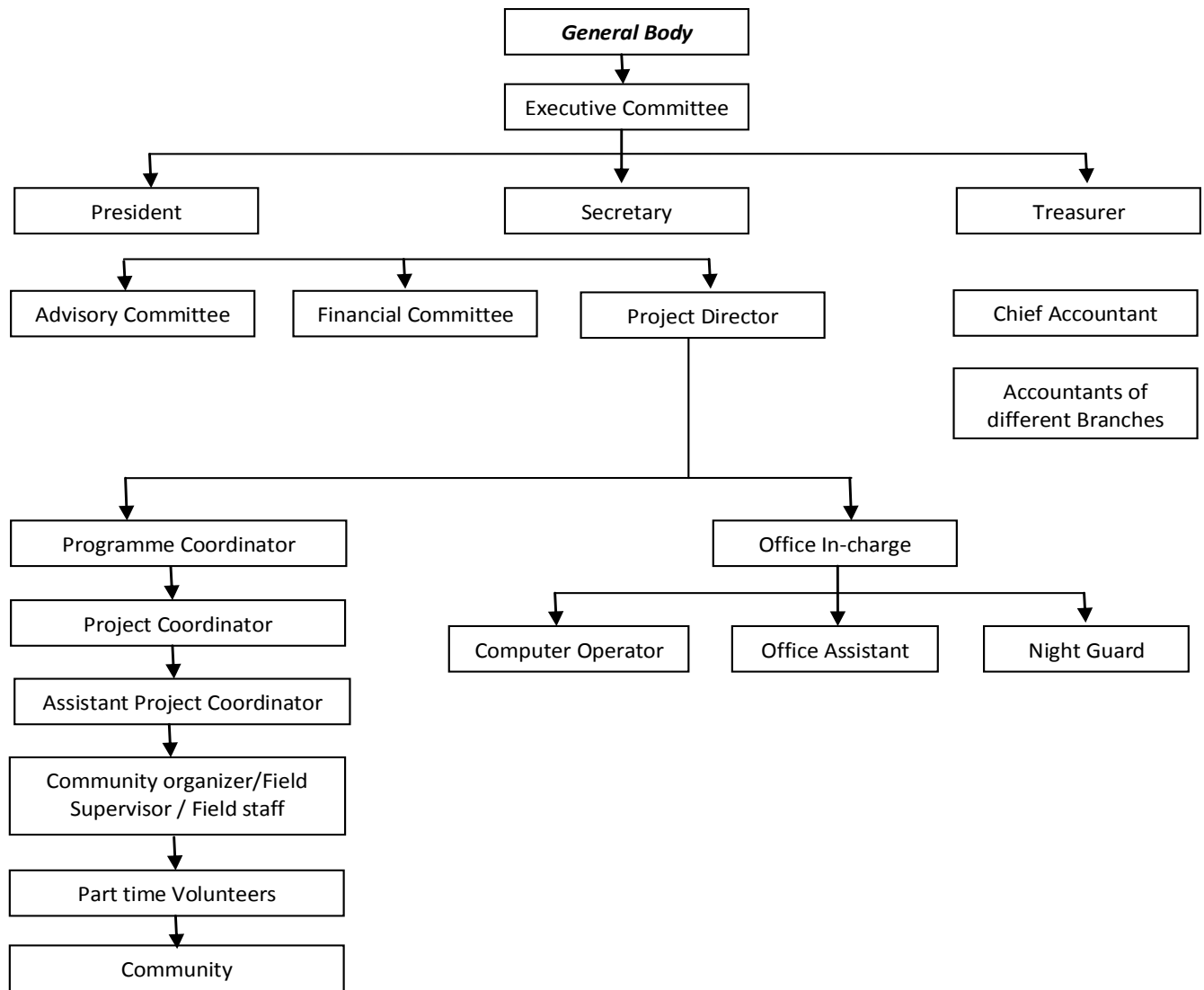
- ✓ liberating force aimed at justice, economic growth and self reliance and to capacitate the person with disability for social participation.

Guiding Principles & Policies

Following are the guiding policies that work for oppressed people in difficult area.

- We believe in goodness of mankind and respect their dignity.
- We believe in Non- Violence
- We carry positive attitude in our every action & encourage thought that problems are to overcome.
- We do never ask for illegal favor or accept favor in our services to people.
- We believe in self control, creativity and innovation.
- We trust people and like to be trusted.
- We follow integrity, efficiency, excellence and quality in our every action.
- We trust people & like to be trusted.
- We promote transparency in our every action.
- We prohibit ourselves from any action that differentiates people on basis of socio-economic background.
- We prefer continuous learning.
- We believe in attitude of gratitude.
- Water Sanitation & Hygiene Programme

ORGANIZATION STRUCTURE



MIS (Management Information System)

We have developed a sound management information system. Gradual improvement has been done in due course of time. Following are the significant component of MIS in organization.

1. The meetings of General body and Governing body are maintained in minute books of the organization.
2. Provision of monthly staff meeting has been made. Personnel meeting are presided by Chief Program Co-ordinator/Secretary. Personnel are supposed to share their progress report, concern and next month plan in monthly meeting. Chief PC along with other personnel develops master plan for next month action. Essential frame of required co-ordination during next month is prepared in such meetings. A brief progress report is work out for governing body in monthly meeting. Governing body gives essential direction in case it is required.
3. There are provisions of report and documentation. Based on the objectives of particular programme, our experts develop formal & directions of narrative report. The programme personnel are oriented in the programme reporting. We generate three types of reports though our staff i.e. objective report, Narrative Report & Case study.
4. We involve outside experts in programme/project evaluation work more often. We inculcate their suggestion & recommendation in our programme.
5. Governing body at the end of every financial year develop annual plan and budget proposal based on Survey, PRA, Community meetings, suggestions from members of SGVS. The copy of such document is circulated among members. They are supposed to give valuable input of improvement. It General body meet it is approved.
6. We follow standard accounting practices. Monthly statement of accounts is prepared by our Accounts Department. It is being discussed in governing body meeting. Our concern is supposed to submit monthly expenditure plan to our administration department. Secretary along with treasurer approves/disapproves the requisition. The person one who make expenditure is required to submit essential voucher/receipt to Administration Section.
7. We practice compulsory annual audit our accounts from competent auditor.
8. We practice compulsory annul of our accounts from competent auditor.

9. Our PC along with experts develops annual activity r

Management & Governance

SGVS is governed by a rich constitution. As per constitution of the society, there is a General body and a governing body/Managerial Committee. General body has highest authority. It takes decisions pertaining to plan, budget, audit & Policy matters. It elects Governing body/Managing Committee for specified period i.e. 5 Years. All above said decision is taken in annual meeting of general body. Governing body looks after day-to-day affairs of society. President Secretary and treasurer becomes office bearer of the Governing body. All decision is taken democratically in the periodic meetings. Decision taken in governing body meeting is communicated to staffs during their monthly meeting. They are encouraged to bring ideas, suggestion and communicate it to governing body through secretary. Secretary becomes Chief Executive Officer of the society.

Constitutional Bodies of the Organization

General Body:

Election of governing body/management committee, disciplinary action against member, resolve policy decisions, approval of annual work plan, budget, audit and progress report, bring necessary changes in constitution of the organization time to time.

Governing Body:

- Look after day to day affairs of the society and take decision pertaining to programme.
- Safeguard property and documents of the society.
- Suggesting necessary changes in constitution of organization to general body.
- To organize committee/Sub-committee.
- Monitor progress in development endeavor & Suggest Correct action.
- Organize needed resources.
- To appoint members/office bearer of governing body if there is any vacancy and get it approved in next General body meeting.
- Enter into agreement/contract from other organization/individual.

Role of key office bearers:

a) Secretary:

- To make necessary arrangement of General Body and Governing Body meet.
- To safeguard documents/registers of the society and conduct necessary modification in them with due consent of higher bodies.
- To appoint staff & release them.
- To give & accent resources for attainment of organizational objective.
- To represent society in all legal matters, contract & agreements.
- Monitor projects & Programmes and issue necessary directions.
- To perform all activities as directed by the governing body.
- Operate accounts along with treasurer & look after affairs of accounts.
- To perform role of Chief Executive Officer or the society.

b) Treasurer:

To look after all financial matters of the organization, practice financial control measures with due consent of governing body, operate accounts along with secretary, get the annual audit of organization conducted and grant approval from general body, extend suggestion to various bodies of the organization to raise resources for the organization.

Role and Responsibilities of key personnel:

Following are the responsibility of key personnel.

Programme Co-coordinator:

- Ensuring smooth co-ordination at various levels.
- Impart necessary direction and instructions to subordinates
- Solve problems pertaining to field activities, staffing, interpersonal conflict, reporting etc.
- Obtain progress report from staff and develop own detail progress report and submit it to governing body of the organization. To prepare reports in case specific report is required. Submit report to donor, as per requirement.

- Organize team of experts, key personnel, conduct studies on specific problem, gather expert suggestion & develop project proposal.
- To extend expert support to programmes.
- Train staff in various programmes & arrange training for their development.
- To look after HR matters and obtain suggestions from secretary.
- Lessoning with PRI, Block and district Govt. Officials in best interest of our people.
- Get the monthly/annual plan & budget prepared with help of subordinates.
- Encourage personnel to practice policies of the organization.
- Role of problem solver in case problem arise in programme.

Instructor/Supervisor:

- Impart skill training to unemployed youths, artisans & women.
- Practice quality control at its own production center and suggest producers/artisans on quality matter.
- Practice Organize demonstration of low cost indigenous technology.
- Identifying training need of villager, motivate them and arrange skill training session for them.
- Conduct proficiency tests for trainees.
- Organize trainees in group NFE students.
- Prepare progress report.
- Give instruction facilitation of NFE center student's.

Sales cum Production Manager:

- To monitor Production and Sales activities of Khadi and village industries unit.
- Plan, organize, execute and monitor production cum Sales.
- To maintain stock register & get the management aware about demand and supply of various product.
- Suggest management and producer/artisans about the interest of consumer and about the potential market.
- Prepare periodic reports.

Community Organizer:

- Conduct village level meetings, organize SHGS and CBO's, get them trained in village development & activities facilitate their collective action.

- Conduct/lead community animation programme.
- Work as trouble shooter for various CBOs.
- To assist Panchayati Raj Institution in smooth implementation of development plan in their village.
- To work as resource person for CBO.
- To organize sound-data base of village development programme by primary & secondary sources.
- Prepare & submit report.
- To ensure smooth co-ordination between the society & CBOs.

Village animator/multi-purpose field worker:

- To make home visits, organize cluster meetings and create awareness related to healthcare, education and social evils prevention.
- Assist families in getting benefit of various government schemes.
- To encourage school enrolment non-formal education to the needy.
- Execute various socio-economic development programme in targeted village.
- Develop linkage with PRI, Block, DRDA Hospitals etc.
- To conduct environment awareness campaign facilitate agro forestry activities.
- Train children in Gandhian thought.
- Record keeping of SHGs.
- Work in close association of comm. Organizer.
- To Prepare & submit progress report.
- To conduct socio-economic & health survey of programme villages.

Expert Support:

The society has developed a panel of expert from different disciplines. They are called in case of necessity. In general, we take expert assistance for following purpose

- To develop need based proposal/blue print/concept of a project.
- Documentation and MIS of a project.
- Internal evaluation.
- Legal and health care issue – Technical support

Strengths & Weaknesses of the Organization:

(a) Strengths:

The society has given us learning opportunities. *Following are a few strengths that give us courage to work and dedicate our might for welfare to people.*

- Firm belief in Gandhian ideology of Ahinsa, Gram Swaraj and Khadi firm self belief.
- Self less dedicated leadership.
- Committed personnel.
- SGVS has nurtured more than 100 CBO's and thus own the confidence of native people.
- Democratic governance & well defined organizational structure.
- Net working/partnership with more than 100 agencies.

(b) Weaknesses:

In spite of many strengths, there are few weaknesses that need urgent attention. We are gradually improving these. Our Khadi product is less competitive in market. This is why sales volume is not satisfactory. There is requirement to make Khadi and village industries competitive by skill up gradation of producer, proper promotion and cost efficiency. Poverty among native people prevents them to contribute enough resource support in SGVS development intervention.

We found it difficult to act on many meaningful projects due to resource constraints. On many occasions, we don't fund ourselves fit to meet mass aspirations.

Major Challenges Ahead

Empowering the deprived and poor communities specially schedule caste, other backward caste and poor and marginalized farmers for holistic development are the major concerns of the organization. Re-establishment of Panchayati Raj Institutions has provided a constitutional ground to resolve their conflicts and to govern the administration of development. It may provide a positive hopeful situation if properly directed. Now SGVS has identified to facilitate these PRI institutions and awakens of the stakeholders as a major challenge to have a way out.

Acknowledging common and disadvantaged people about the provision for their individual family, community and society development is the major challenge ahead for SGVS and we have to co-ordinate ends i.e. institutions and programmes and beneficiaries in such a demonstrative way that it would bear positive results.

Empowering the institution of civil society, community groups particularly the women through acknowledgement, linkage, lobbying and facilitating them to organize the immediate challenges, which we have, address in a more effective and efficient way.