



GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT



CITIZEN'S CHARTER

As on April 2014

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DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT

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CITIZEN'S CHARTER

I. INTRODUCTION

The Department of Women and Child Development , Puducherry has been established on 16th August 1996 after bifurcation from the Social Welfare Department, Puducherry as per the instructions of the Government of India with a view to focus more attention exclusively for the upliftment of Women and Children. The Citizen's Charter contains the details of Administrative Set-up of the Department, benefits extended to the public through various welfare schemes etc. for the information of the beneficiaries.

II. OBJECTIVES OF THE DEPARTMENT

Extending financial, nutritional, educational support to the most vulnerable group of the society viz. young children, women and old aged persons.

III. BENEFICIARIES

- i) Children from 6 months to 6 years.
- ii) Pregnant Women
- iii) Lactating Mothers
- iv) Widows/destitutes
- v) Adolescent Girls
- vi) Poor families
- vii) Aged Persons
- viii) Women and children who are victim of violence/atrocities
- ix) Aggrieved women of family disputes.

IV. VARIOUS WINGS OF THE DEPARTMENT

A. INTEGRATED CHILD DEVELOPMENT SERVICES (ICDS) WING

The ICDS Scheme is a Centrally Sponsored Scheme which provides health, education and nutritional care to young children, Pregnant and Lactating mothers. The wing is headed by the Programme Officer.

B. WOMEN DEVELOPMENT WING

Various schemes for the upliftment and protection of women are being implemented by this wing. Apart from Welfare Schemes, Puducherry Corporation for Development of Women and Differently Abled persons Ltd. (PCDW&DAP), Mangalam Society and Puducherry

Women's Commission are also run under the purview of this wing. The Deputy Director (Women Development) is head of this wing.

C. SOCIAL DEFENCE WING

As a measure of Social Security to the aged persons and financially deprived people, various schemes are operated to extend financial benefits through this wing. The Deputy Director (Social Defence) is head of this wing.

V. INSTITUTION RUN BY THIS DEPARTMENT

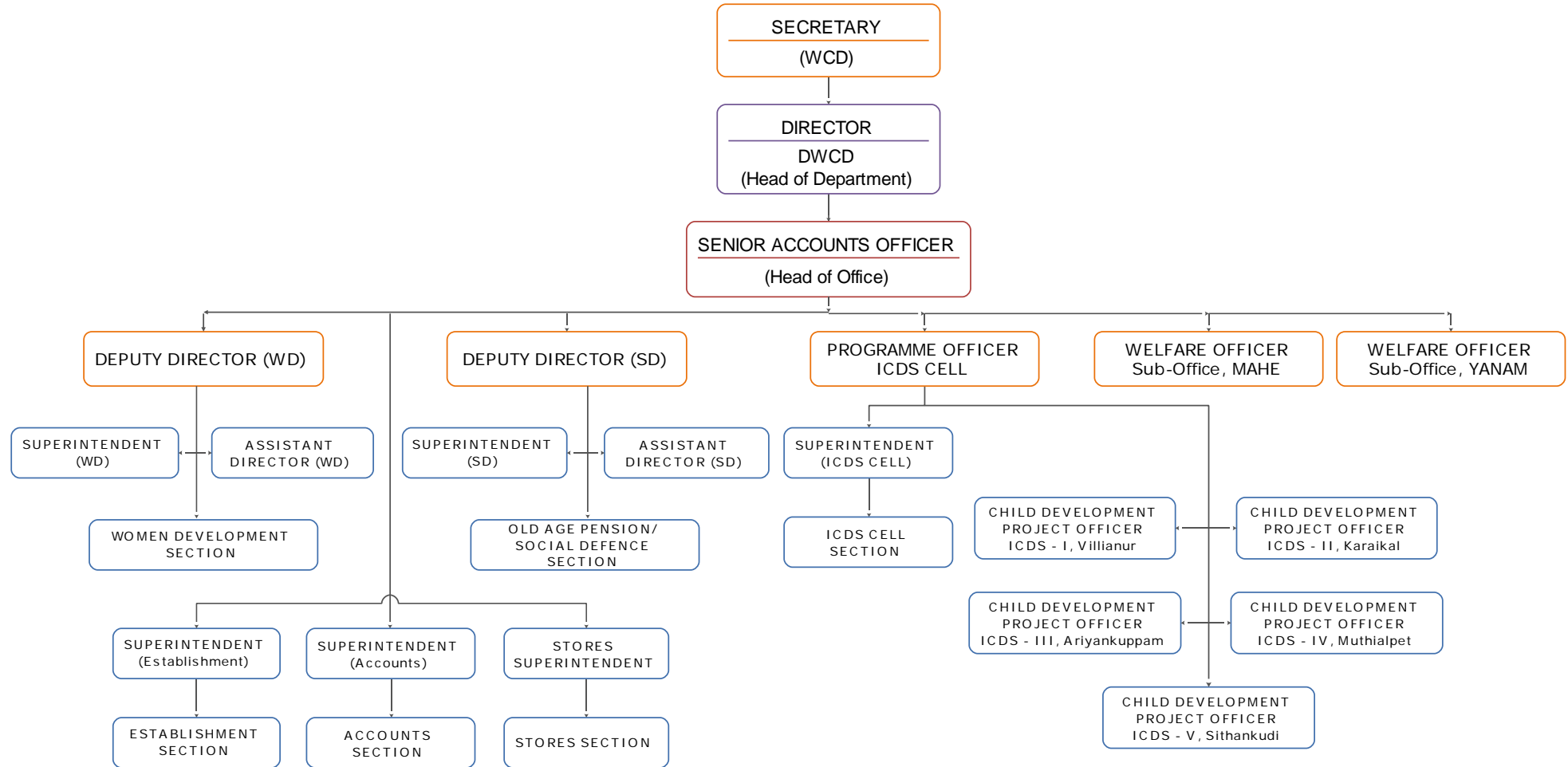
Sl. No.	Name of the Institution	Address
1	Hostel for Working Women/ Girl Students	The Warden, Hostel for Working Women/ Girl Students, Rajaji Nagar, Lawspet, Puducherry.

VI. ADDRESS OF THE MAIN OFFICE AND OTHER OFFICES AT DIFFERENT LEVELS

Sl. No.	Address of the Office	Telephone
1	The Director, Department of Women and Child Development, No. 50 Main Street, Sidhankudi Puducherry.	0413-2244964 (Per) 0413-2242621 0413-2243181 0413-2244964 (FAX)
2	The Senior Accounts Officer, Department of Women and Child Development, No. 50 Main Street, Sidhankudi, Puducherry	0413-2242621 0413-2243181
3	The Deputy Director (Women Development), Department of Women and Child Development, No. 50 Main Street, Sidhankudi, Puducherry	0413-2242621
4	The Deputy Director (Social Defence), Department of Women and Child Development, (Opp. to Jayaram Thirumana Nilayam) Sidhankudi, Puducherry	0413-2246940
5	The Programme Officer, ICDS Cell, Department of Women and Child Development, No. 50 Main Street, Sidhankudi, Puducherry	0413-2242621 0413-2243181
6	The Child Development Project Officer, ICDS Project – I, G.K.Moopanar Shopping Complex, Villianur, Puducherry	0413-2666184
7	The Child Development Project Officer, ICDS Project – III, No.1, 1 st Cross, Sorna Nagar, Ariankuppam, Puducherry	0413-2601934
8	The Child Development Project Officer, ICDS Project – IV, No. 38, M.G. Road, Muthialpet, Puducherry	0413-2239430
9	The Child Development Project Officer, ICDS Project – V, Sidhankudi, Puducherry	0413-2244785
10	The Child Development Project Officer, ICDS Project – II, Perum Thalaivar Kamarajar Valagam, Civil Station Complex, Karaikal	04368-223614
11	The Welfare Officer, Regional Administrative Office, Mahe	0490-2332370
12	The Welfare Officer, Regional Administrative Office, Yanam.	0884-2321319

VII.

ORGANISATIONAL SETUP OF THE DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT



INTEGRATED CHILD DEVELOPMENT SERVICES SCHEME

- | | | |
|---|-------------------------------------|--|
| 1 | Objectives of the Scheme | <p>To promote health and nutritional status of young children from 0-6 years and to provide Supplementary nutrition for children and Women. The services are provided through the Anganwadi centers in five ICDS Projects. 788 Anganwadi centres are functioning under the following five projects.</p> <ol style="list-style-type: none"> 1. ICDS Project I, Villianur. (157 centres) 2. ICDS Project II, Karaikal. (161 centres) 3. ICDS Project III, Ariankuppam. (151 centres) 4. ICDS Project IV, Muthialpet. (142 centres) 5. ICDS Project V, Sithankudi. (155 centres) <ul style="list-style-type: none"> Mahe (13 centres) Yanam (9 centres) |
| 2 | Benefits available | <ol style="list-style-type: none"> 1. Supplementary Nutrition. 2. Health Checkup 3. Referral services 4. Immunization 5. Nutrition and Health Education. 6. Non-formal pre school education. |
| 3 | Beneficiaries | <ol style="list-style-type: none"> 1. Children between 0-6 years. 2. Pregnant Women. 3. Nursing mothers. 4. Other Women between 15 to 45 years. 5. Adolescent Girls. |
| 4 | Enrollment for availing the benefit | <p>In the Anganwadi centers under ICDS Projects.</p> |
| 5 | For further details whom to contact | <p>The Child Development Project Officer, concerned.</p> |

KULAVILAKKU

1. Objective : To improve nutritional status of Pregnant Women.
2. Amount of Assistance : ₹500/-
3. Eligibility :
 - 1) The annual income shall not exceed ₹24,000/- per annum
 - 2) She should be a citizen of India. She or her husband should be native of the Union territory of Puducherry by birth or by continuous residence of not less than 5 years
 - 3) The applicant should have attained the age of 18 Years.
 - 4) The benefit will be provided for two pregnancy only.
 - 5) The applicant will be considered only when she crosses seven months pregnancy.
4. Certificates to be enclosed :
 - a) Income and Residence certificate from the Revenue Department
 - b) Medical Certificate from competent authority
5. Whom to apply :
 - 1) The Deputy Director (Women Development) Department of Women and Child Development Puducherry.
 - 2) The Child Development Project Officer, Karaikal
 - 3) The Welfare Officer, Mahe/Yanam.
6. Processing time : The selection is periodical and depends on the availability of funds.
7. Incase of delay whom to contact :

Puducherry : The Director, Department of Women and Child Development, Sithankudi, Puducherry.
Karaikal : The Collector, Karaikal.
Mahe/Yanam : The Regional Administrator, concerned.

ARAVANAIPPU

1. Objective : To improve the status of the girl child and to provide nutritious food to the girl child; financial assistance is provided to the Lactating mother.
2. Amount of Assistance : ₹1200/-
3. Eligibility :
 - 1) The annual income of the family shall not exceed ₹24,000/- per annum
 - 2) The Applicant should be citizen of India. She or her husband should be a native of the Union territory of Puducherry by birth or by continuous residence not less than 5 years
 - 3) The Applicant should have attained 18 Years of age.
 - 4) The girl child should be born after 01-04-2005.
 - 5) The assistance will be provided only to two girl children in a household.
 - 6) Applications should be submitted within 60 days after birth of girl child.
4. Certificates to be enclosed :
 - a) Income and Residence certificate from the Revenue Department
 - b) Birth Certificate of the Girl Child.
 - c) Aadhar Card copies of applicant and spouse
5. Whom to apply :
 - 1) The Deputy Director (Women Development) Department of Women and Child Development Puducherry.
 - 2) The Child Development Project Officer, Karaikal
 - 3) The Welfare Officer, Mahe/Yanam.
6. Processing time : The selection is periodical and depends on the availability of funds.
7. Incase of delay whom to contact : **Puducherry:** The Director, Department of Women and Child Development, Sithankudi, Puducherry.

Karaikal: The Collector, Karaikal.

Mahe/Yanam: The Regional Administrator, concerned.

**GRANT OF FINANCIAL ASSISTANCE FOR PERFORMANCE OF MARRIAGE
OF POOR BRIDES LIVING BELOW POVERTY LINE**

1. Objective : To provide financial assistance for the poor brides who are living below poverty line to meet their marriage expenses.
2. Amount of Assistance : ₹ 15,000/- for the marriage expenses
3. Eligibility :
 - 1) The annual income of the applicant shall not exceed ₹24,000/- per annum.
 - 2) The parents/guardian of bride should be citizen of India and a native of the Union territory of Puducherry by birth or by continuous residence of 5 years or more.
 - 3) The assistance payable only to the bride for her first marriage.
 - 4) The marriage shall be performed in accordance with law in force on the date of marriage.
 - 5) The assistance is given for the performance of marriage of one daughter only.
 - 6) Bride shall have been attained the age of 18 years and the bridegroom 21 years on the date of marriage
 - 7) The application should be reached 30 days before the date of proposed marriage
4. Certificates to be enclosed : The filled application form shall be submitted within 30 days before the date of proposed marriage.
 - a) Income and Residence certificate from the Revenue Department.
 - b) Marriage invitation.
 - c) Age proof of the bride
 - d) Marriage registration certificate obtained from the registration department/ Municipality/ Commune Panchayat (to be given within 30 days after marriage)
5. Whom to apply :
 - 1) The Deputy Director (Women Development) Department of Women and Child Development Puducherry.
 - 2) The Child Development Project Officer, Karaikal
 - 3) The Welfare Officer, Mahe/Yanam.
6. Processing time : The selection is periodical and depends on the availability of funds.
7. Incase of delay whom to contact : **Puducherry** : The Director, Department of Women and Child Development, Sithankudi, Puducherry.

Karaikal : The Collector, Karaikal.

Mahe/Yanam : The Regional Administrator, concerned.

GRANT OF MARRIAGE ALLOWANCE TO THE WIDOW'S DAUGHTER

1. Objective : To help/assist the widow financially in performing her daughter's marriage.
2. Amount of Assistance : ₹ 20,000/- for the marriage expenses
3. Eligibility :
 - 1) The annual income of the widow shall not exceed ₹24,000/- per annum.
 - 2) She should be citizen of India and a native of the Union territory of Puducherry by birth or by continuous residence of 5 years or more.
 - 3) The allowance is payable only for the marriage for the first time in respect of the bride.
 - 4) The marriage shall be performed in accordance with the law
 - 5) The allowance is given for the performance of marriage of one daughter only.
 - 6) The age of the bride shall be above 18 and the age of the bridegroom shall be above 21.
 - 7) The filled in application should be reached 30 days before the date of proposed marriage.
4. Certificates to be enclosed : The application should be submitted within 30 days before the date of proposed marriage.
 - 1) Income and Residence certificate from the Revenue Department.
 - 2) Marriage invitation.
 - 3) Age proof of the bride.
 - 4) Death Certificate of the Bride's Father
 - 5) Marriage Registration Certificate (within 60 days of after marriage)
 - 6) Aadhar card of widow and her daughter (Bride)
5. Whom to apply :
 - 1) The Deputy Director (Women Development) Department of Women and Child Development Puducherry.
 - 2) The Child Development Project Officer, Karaikal
 - 3) The Welfare Officer, Mahe/Yanam.
6. Processing time : The selection is periodical and depends on the availability of funds.
7. Incase of delay whom to contact : **Puducherry** : The Director, Department of Women and Child Development, Sithankudi, Puducherry.

Karaikal : The Collector, Karaikal.

Mahe/Yanam : The Regional Administrator, concerned.

INCENTIVE TO WIDOW'S REMARRIAGE

- 1] Objective : To encourage widows to remarry to lead a normal life in the society
- 2] Amount of Assistance : ₹20,000/- in the form of National Saving Certificate
- 3] Eligibility : 1) The annual income of the widow shall not exceed ₹24,000/- per annum
2) She should be citizen of India and a native of the Union territory of Puducherry by birth or by continuous residence of not less than 5 years
3) The bridegroom shall be a bachelor or a Widower.
- 4] Certificates to be enclosed : 1) Income and Residence certificate from the Revenue Department.
2) Marriage invitation
3) Age proof of the Individual and Bridegroom
4) Death certificate of the Bride's First Husband
5) Marriage Registration Certificate
6) Aadhar Card of applicant
7) Declaration of bride as no carrying child to bride
8) Certificate to be received from MLA/ MP as bride groom is a bachelor or widower
- 5] Whom to apply : **Puducherry** : The Deputy Director (Women Development), Department of Women & Child Development. Puducherry.
Karaikal : Child Development Project Officer, Karaikal.
Mahe/Yanam : Welfare Officer, Mahe/Yanam.
- 6] Processing time : The selection is periodical and depends on the availability of funds.
- 7] Incase of delay whom to contact : **Puducherry** : The Director, Department of Women and Child Development, Sithankudi, Puducherry.
Karaikal : The Collector, Karaikal.
Mahe/Yanam : The Regional Administrator, concerned.

**REIMBURSEMENT OF TUITION FEES TO THE CHILDREN OF
WIDOWS IN TYPEWRITING & SHORTHAND**

- 1 Objective : To encourage the children of Widows for learning Typewriting and Shorthand and reimburse the amount paid for the course.
- 2 Amount of assistance : ₹50/- per month for 6 months for Typing Lower and for 10 months for Typewriting Higher and Shorthand
- 3 Eligibility. : 1) The annual income of the widow shall not exceed ₹24,000/- per annum
2) The Widow should be citizen of India and a native of the Union territory of Puducherry by birth or by continuous residence not less than 5 years.
3) The allowance is payable only to two children of the widow.
- 4 Certificates to be enclosed : 1) Income and Residence certificate from the Revenue Department
2) Study Certificate from the Institute.
3) Husband's Death Certificate.
4) Aadhar Card Xerox copy.
5) Ration Card Xerox copy
6) Three months receipt from the Institute
7) Xerox copy of the Old/Widow Age Pension Card
- 5 Whom to apply : **Puducherry:** The Deputy Director (Women Development), Department of Women & Child Development, Puducherry.
Karaikal: Child Development Project Officer, Karaikal.
Mahe/Yanam: Welfare Officer, Mahe/Yanam.
- 6 Processing Time : The selection is periodical and depends on the availability of funds.
- 7 In case of delay whom to contact? : **Puducherry:** The Director, Department of Women and Child Development, Sithankudi, Puducherry.
Karaikal: The Collector, Karaikal.
Mahe/Yanam: The Regional Administrator, concerned.

GRANT OF INCENTIVE TO THE FAMILY HAVING ONE GIRL/TWO GIRL CHILDREN AND PARENTS WHO HAVE UNDERGONE FAMILY PLANNING

1. Objective : To create awareness among the Parents about the desirability about the girl child and to raise the status of the girl child in the family.
2. Amount of Assistance : An amount of ₹ 20,000/- is deposited in the name of the girl, incase of two girl children ₹ 10,000/- is deposited in the name of each girl child. The maturity value will be given to the girl child/children when she attains the age of 18 years.
3. Eligibility :
 - 1) The annual income of the applicant shall not exceeds ₹60,000/- per annum.
 - 2) The age of the Parents should not be below 21 years to father and 18 years to mother at the time of their marriage
 - 3) Either of parents should have undergone Family Planning in a Central/State Government Hospital/ Private (Registered)
 - 4) The Parents should be a citizen of India and either of the parents should be a native of Puducherry by virtue of birth or continuous residence not less than five years.
 - 5) The Parents should have only one girl child/two girl children.
 - 6) Marriage of the applicant should be registered in the Registration Department/Municipality/ Commune Panchayat
4. Certificates to be enclosed :
 - 1) Income and Residence certificate from the Revenue Department.
 - 2) Certificate of Marriage Registration of parents.
 - 3) Certificate of Sterilization of either of the parents.
 - 4) Certificate of Age proof of parents.
 - 5) Certificate of Birth of Girl Child/Children
 - 6) Copy of the family Ration Card & Election ID
 - 7) Photograph of the family
 - 8) Aadhar Card of Parents and Children
5. Whom to apply :
 - 1) The Deputy Director (Women Development) Department of Women and Child Development Puducherry.
 - 2) The Child Development Project Officer, Karaikal
 - 3) The Welfare Officer, Mahe/Yanam.
6. Processing time : The selection is periodical and depends on the availability of funds.
7. Incase of delay whom to contact :

Puducherry : The Director, Department of Women and Child Development, Sithankudi, Puducherry.
Karaikal : The Collector, Karaikal.
Mahe/Yanam: The Regional Administrator, concerned.

GRANT OF FINANCIAL ASSISTANCE TO THE POOR PARENTS HAVING ONLY ONE GIRL CHILD WHO IS STUDYING 8TH TO 10TH STD

1. Objective : The scheme aims at small family norms and promoting the welfare of the girl children and treats them as an asset and to share the burden of the parents at the time of marriage of the girl child.
2. Amount of Assistance : ₹ 25,000/- will be deposited in fixed deposit in Post Office in the form of National Savings Certificate in the name of the Girl Child. The maturity amount will be released when the girl child attains the age of eighteen years.
3. Eligibility :
 - 1) The annual income of the parents from all sources shall not exceed ₹ 24,000/-
 - 2) The parents should be Indian national/should be native of Puducherry of not less than 5 years.
 - 3) Parents should produce a forwarding certificate from the Head of Educational Institution where the girl child is studying.
 - 4) Parents should produce a certificate to the effect that they do have only one girl child living and do not have any other issue.
4. Certificates to be enclosed :
 - 1) Income and Residence certificates from the Revenue Department.
 - 2) Certificate from MP/ MLA/ Commissioner of Municipality/ Commune Panchayat/ Revenue Officer not below the rank of a Deputy Thasildar
 - 3) Certificate of Birth of Girl Child
 - 4) Certificate from the Head of Institution
 - 5) Aadhar Card of Parents and Child
 - 6) Copy of the family Ration card duly attested by a Gazetted Officer
 - 7) Copy of the Election Identity Card of the parents duly attested by a Gazetted Officer
 - 7) Study certificate from the school.
5. Whom to apply :
 - 1) The Deputy Director (Women Development), Department of Women and Child Development Puducherry.
 - 2) The Child Development Project Officer, ICDS - II, DWCD, Karaikal
 - 3) The Welfare Officer, Department of Women and Child Development, Mahe/Yanam.
6. Processing time : The selection is periodical and depends on the availability of funds.
7. Incase of delay whom to contact :

Puducherry : The Director, Department of Women and Child Development, Sithankudi, Puducherry.

Karaikal : The Collector, Karaikal.

Mahe/Yanam : The Regional Administrator, concerned.

GOVERNMENT HOSTEL FOR WORKING WOMEN/ GIRL STUDENTS

- 1 Objective : To provide suitable, inexpensive and safe accomodation to women and girl students who are working away from home.
- 2 Facilities provided : A cot with mattress, lockable cuboards, television, News papers, Magazines, etc are being provided in a comfortable way
- 3 Rent & Cost of food : ₹650/- per month for Working Women.
₹500/- per month for Girl Students.
The cost of food is divided among the inmates
- 4 Eligibility : 1. Women employed in Government Office, Organization and firms etc./ Girl students studying in colleges.
2. The income of the working Women shall not exceed ₹5000/- per month.
- 5 Certificates to be enclosed : Pay certificate from the organizations & firms and Study Certificate from the institutions
- 6 Whom to apply : The Deputy Director (Women Development) Department of Women and Child Development, Puducherry.
- 7 Processing time : -
- 8 Incase of delay whom to contact : The Director, Department of Women and Child Development, Sithankudi, Puducherry.

DOWRY PROHIBITION ACT, 1961/RULES 1998

Under the provision of the Act, specific rules viz. Puducherry Dowry Prohibition Rules 1998 was notified. Under the provisions of the Rules the regionwise Dowry Prohibition Officers are appointed at Puducherry, Karaikal, Mahe and Yanam to peruse the complaints lodged under the provisions of the Act/Rules.

Sl. No.	Designation of Officer	Area
1.	Director. Department of Women & Child Development, Puducherry	Whole of the Union Territory of Puducherry
2.	Deputy Director (Women Development), Department of Women & Child Development, Puducherry.	Puducherry region
3.	Child Development Project Officer, Department of Women & Child Development, Karaikal	Karaikal region
4.	Regional Administrator, Mahe	Mahe region
5.	Regional Administrator, Yanam	Yanam region

DOMESTIC VIOLENCE ACT/RULES

The Act was enacted by the Government of India on 26-11-2006. In respect of the Union Territory of Puducherry, Protection Officers, Shelter Homes and Medical Facilities are notified for all the four regions. Applications received from NGOs for registration as Service Providers are under process. Six numbers of Family Counsellors are appointed as Protection Officers and functioning in the Family Counselling Centres located in the ICDS Projects concerned.

SEXUAL HARASSMENT OF WOMEN AT WORKING PLACES

In order to ensure the safety of women at working places a Complaints Committee has been set up as per the directions of the Supreme Court in this Union Territory. The Director of Department of Women and Child Development, has been appointed as the Nodal Agent/Stage Level Officer to the Complaints Committee on Sexual Harassment for this Union Territory.

PROHIBITION OF CHILD MARRIAGE ACT, 2006

Under this Act, Rules for this Union Territory have been framed and notified on 16-11-2010. The Child Marriage Prohibition Officers for the four regions have been notified as under.

- | | | |
|----|--|------------|
| 1. | Deputy Director (Women Development), Department of Women & Child Development, Puducherry | Puducherry |
| 2. | Child Development Project Officer, Department of Women & Child Development, Karaikal | Karaikal |
| 3. | Regional Administrator | Mahe |
| 4. | Regional Administrator | Yanam |

**PUDUCHERRY CORPORATION FOR DEVELOPMENT OF WOMEN AND
DIFFERENTLY ABLED PERSONS LTD. (PCDW&DAP)**

The PCDW&HP was formed on 31st March 1993. Financial Assistance for Self employment and training is given to the Women and Handicapped persons by the Corporation. The Corporation is funded by this Department.

MANGALAM SOCIETY

The Mangalam Society started functioning independently from 13-03-1995. It works for the economic upliftment of urban/rural women. Various schemes including formation of Self Help Groups are taken over by the society. The society is funded by the Department of Women and Child Development.

PUDUCHERRY WOMEN'S COMMISSION

The Puducherry Women's Commission was constituted in the Union Territory of Puducherry with effect from 5th October 2004. This Commission is constituted to improve the status of women in the Union Territory of Puducherry and to enquire into unfair practices affecting women. The Commission is funded by this Department.

STATE RESOURCE CENTRE FOR WOMEN (CENTRALLY SPONSORED SCHEME)

As per the direction of the Ministry of Women and Child Development, Government of India, the State Mission Authority has been constituted for the empower of women under the Chairmanship of the Hon'ble Chief Minister with Ministers of Key Department related to women issues, Chief Secretary and other Secretaries, to operationalise the directions of the mission authority in the State, a State Resource Centre for Women has also been setup, with a view to empowering women, socially, economically and educationally. The aim of the mission is to strengthen the process that provoke all round development of women by focusing and to coordinate approach for implementation of the schemes of participating ministeries, departments and by creating and enabling environment conducive to social change. The State Resource Centre of Women is functioning under the Puducherry Corporation for Development of Women and Disabled Persons Ltd. for time being.

FINANCIAL ASSISTANCE AND SUPPORT SERVICE TO THE RAPE VICTIMS
(CENTRALLY SPONSORED SCHEME)

In order to support the victims of rape, the Ministry of Women and Child Development, Government of India has of named a scheme for “Restorative Justice – Financial Assistance and support services to the victim of Rape” which has been of named to restore the position of dignity and self confidence among them. Them scheme is implemented in the UT of Puducherry.

As per the guidelines of the Government of India, A State Criminal Injuries Releif and Rehabilitation Board and two District Criminal Injuries Releif and Rehabilitation Boards has been established in Puducherry and Karaikal Districts.

FAMILY COUNSELLING CENTRE

- 1 Objective : To enable the individual to know himself/herself and to solve his/her own problems through face-to-face relationship with the counsellor.
- 2 Location of Centres : Department of Women and Child Development, Puducherry
- O/o the Child Development Project Officer, Integrated Child Development Services Scheme, Project - I , II , III , IV & V, Puducherry & Karaikal.
- O/o the Welfare Officer, Mahe/Yanam.
- 3 Necessity to approach the Centre : Dowry harassment, Domestic Quarrel in the family, alcoholism, etc.
- 4 Whom to contact : 1. Tmt. Stella, Counsellor, Department of Women and Child Development, Puducherry. (Phone : 0413-2244782)
2. Thiru. Soundararasu, Counsellor, O/o Child Development Project Officer, ICDS Project - I, Villianur, Puducherry. (Phone : 0413-2660909)
3. Thiru. Ravisankar, Counsellor, O/o Child Development Project Officer, ICDS Project - II, Karaikal. (Phone : 04368-228220)
4. Thiru. Krishnamoorthy, Counsellor, O/o Child Development Project Officer, ICDS Project - III, Ariankuppam, Puducherry. (Phone : 0413-2601518)
5. Tmt. Chitra Priyadarshni, Counsellor, O/o Child Development Project Officer, ICDS Project - IV, Muthialpet, Puducherry. (Phone : 0413-2235858)
6. Thiru. Mohammed Munaver, Counsellor, O/o Welfare Officer, Mahe (Phone : 0490-2334890)
- 5 Referral Services : Referral services like free legal aid, short stay home, vocational training, Police assistance will be provided to the clients'.

OLD AGE PERSONS AND DESTITUTE PENSION

- 1 Objective : To extend a helping hand by way of a monthly financial assistance of ₹1100/- to Old Age Persons/Widows/ Deserted Women/ Unmarried Women and Eunuchs so that they could defray some petty personal expenses without depending on others.
- 2 Amount of assistance : ₹1100/- per month for Old Age Persons, Widows, Deserted women and Eunuchs.
- 3 Eligibility : 1) Old Age both men and Women above fifty five years.
2) Widows above 18 years of age.
3) Deserted Women consecutively deserted from her husband for more than seven years.
4) Unmarried Women above 40 years.
5) Eunuchs above 40 years.
- 4 Certificate to be enclosed : 1) Identification, Income (₹24,000/-) & residence Certificate.
2) Attested copy of Birth Certificate or documentary proof of age.
3) Attested copy of Ration Card, Identity Card & Aadhar card
4) Attested copy of Death Certificate of the husband in case of Widow.
5) In the case of deserted Women, Certificate from the Anganwadi Worker, that the individual has been deserted for seven years consecutively and a sworn affidavit in Appendix I.
6) In case of unmarried Women, and a sworn affidavit in Appendix II.
7) In the Eunuchs, proof of being 40 years and above and Medical Certificate from Medical Officer.
- 5 Whom to apply : **Puducherry:**
The Deputy Director (Social Defence), Old Age Pension Section, Department of Women and Child Development, Puducherry.
Karaikal:
The Child Development Project Officer, Karaikal.
Mahe/Yanam:
The Welfare Officer, Mahe/Yanam
- 6 Processing Time : The selection is periodical and depends on the death and deleted vacancies and availability of funds.
- 7 In case of delay whom to contact? : **Puducherry:**
The Director, Department of Women and Child Development, Sithankudi, Puducherry.
Karaikal:
The Collector, Karaikal
Mahe/Yanam:
The Regional Administrator, Mahe/Yanam

**GRANT OF FINANCIAL ASSISTANCE FOR THE FUNERAL EXPENSES OF
OLD AGE, WIDOW & DESTITUTE PENSIONER**

- 1 Objective : To provide assistance on the death of the Old Age, Widow and Destitute Pensioner.
- 2 Amount of assistance : ₹2,000/- as Funeral Expenses.
- 3 Eligibility : 1) The pensioner should have been under the care and maintenance of the applicant at the time of his/her death and incurred expenses towards his/her funeral.
2) Should apply on or before 60 days from the date of death of pensioner
3) If the deceased has not received the pension for more than 3 months prior to his/ her death, the application for grant of funeral expenses shall not be entertained.
4) No payment shall be made if he/ she has received similar assistance from any other Department.
- 4 Certificates to be enclosed : 1) Original Pension Identity Card of the pensioner.
2) Original Death Certificate of the pensioner issued by the Competent authority.
3) Certificate/ documents to establish the relationship between the deceased and the applicant.
4) Certificate from concerned Anganwadi Worker/ Local Panchayat President or any other responsible person of the society.
5) Ration Card, Election ID and Aadhar copies of both
6) Bank statement copies of the pensioner.
- 5 Whom to apply : **Puducherry:**
The Deputy Director (Social Defence), Old Age Pension Section, Department of Women and Child Development, Puducherry.
Karaikal:
The Child Development Project Officer, Karaikal.
Mahe/Yanam:
The Welfare Officer, Mahe/Yanam
- 6 Processing time : Routine
- 7 In case of delay whom to contact : **Puducherry:**
The Director, Department of Women and Child Development, Sithankudi, Puducherry.
Karaikal:
The Collector, Karaikal
Mahe/Yanam:
The Regional Administrator, Mahe/Yanam

THE PUDUCHERRY FREE SUPPLY OF CLOTHING ITEMS TO THE PEOPLE

- 1 Objective : To provide one set of clothing items to Red & Yellow ration card holders other than SC/Fisherman/Weavers who are covered under Puducherry Handloom weavers Welfare Fund Rules, 1989, once in a year as a measure of Social Security.
- 2 Benefit available : One Saree, blouse piece, one lungie and towel, once in a year.
- 3 Eligibility : A family who has been issued Red or Yellow Ration Card by the Civil Supplies Department, Puducherry. (Excluding SC, Fisherman, Weavers)
- 4 Certificates to be enclosed : No separate application required. The supply will be made to the holders of ration card who have registered with the Anganwadi Centre.
- 5 Whom to Contact : **Puducherry:**
The Deputy Director (Social Defence), Old Age Pension Section, Department of Women and Child Development, Puducherry.
Karaikal:
The Child Development Project Officer, Karaikal.
Mahe/Yanam:
The Welfare Officer, Mahe/Yanam
- 6 Processing time : Once in a year.
- 7 In case of delay whom to contact : **Puducherry:**
The Director, Department of Women and Child Development, Sithankudi, Puducherry.
Karaikal:
The Collector, Karaikal
Mahe/Yanam:
The Regional Administrator, Mahe/ Yanam.

**FINANCIAL ASISTANCE TO OLD AGE PENSIONER SUFFERING FROM
T.B./CANCER**

- 1 Objective : To extend a helping hand by way of a monthly financial assistance of ₹100/- to Old Age/Destitute Pensioners who are suffering from T.B./Cancer to meet out the medical expenses.
- 2 Amount of assistance : ₹100/- pm in addition to the old age pension amount.
- 3 Eligibility : Old Age and Destitute pensioners suffering from T.B./Cancer.
- 4 Certificates to be enclosed : 1) Medical Certificate from the concerned Medical Authority of the Government Hospital or Institution.
2) Photocopy of the old age pension book.
- 5 Whom to Contact : **Puducherry:**
The Deputy Director (Social Defence) Department of Women and Child Development, Puducherry.
Karaikal:
The Child Development Project Officer, Karaikal.
Mahe/Yanam:
The Welfare Officer, Mahe/Yanam.
- 6 Processing time : Routine
- 7 In case of delay whom to contact : **Puducherry:**
The Director, Department of Women and Child Development, Sithankudi, Puducherry.
Karaikal:
The Collector, Karaikal.
Mahe/Yanam:
The Regional Administrator, Mahe/Yanam.

INDIRA GANDHI MATRITVA SAHYOG YOJANA (IGMSY)
(Centrally Sponsored Scheme)
Conditional Maternity Benefit Scheme
(Pilot scheme – Yanam Region only)

- 1 Objective : To provide partial compensation of wage to pregnant women to take adequate rest before and after delivery.

- 2 Amount of assistance : Incentive of Rs.4000/- in 3 installments, subject to the Condition like pre-natal and post-natal health check ups, Immunization, exclusive breast milk feeding for first six months, etc.

- 3 Target group/eligibility : Pregnant and lactating women of the age 19 and above for their first 2 live births irrespective of income.

All Government employees excluded as they are entitled for paid Maternity leave.

For beneficiaries for first two live births, even if it is twins.

- 4 Procedure to apply : Pregnancy registered within 4 months at the Anganwadi Centres

Information filled in Mother and Child Protection (MCP) Card by the Anganwadi Workers and ANMs.

- 5 Whom to apply : No separate application for this scheme.

Registration of pregnancy within 4 months at the Anganwadi Centres (in Yanam region only)

- 6 Processing Time : The selection is periodical and depends on the availability of funds.

- 7 In case of delay whom to contact? : The Welfare Officer, Branch Office, Yanam

The Regional Administrator, Yanam

**RAGIV GANDHI SCHEME FOR EMPOWERMENT OF ADOLESCENT
GIRLS (RGSEAG) – SABLA (Centrally Sponsored Scheme)
(Pilot Scheme – Karaikal region only)**

- 1 Objective : To improve health, nutritional status and vocational skill to adolescent girls both school going and out of school going girls.
- 2 Assistance : 4 kgs. of rice and 1.125 kgs. Of whole Bengal gram per beneficiary per month as Take Home Ration.

IFA supplementation

Health check up and referral services

Nutrition and Health education

Counseling/guidance on health and family welfare, Child care practices

Life skill education, training and accessing public services.
- 3 Target group/eligibility : 11 – 14 yrs. of adolescent girls (out of school girls)

14 – 18 yrs. of adolescent girls (all girls)
- 4 Procedure to apply : 11 – 18 yrs. of adolescent girls should register in the nearby Anganwadi Centres. Every registered beneficiary will be issued with Kishori Card.
- 5 Whom to apply : No separate application for this scheme only registration in the Anganwadi Centre is mandatory
- 6 Whom to contact? : The Child Development Project Officer, Branch office, DWCD, Karaikal