

GOVERNMENT OF ODISHA  
ST & SC DEVELOPMENT DEPARTMENT

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No. 9328 / SSD, Bhubaneswar, Dated 5/05/2015  
STSCD-PRMS-PLAN1-0002-2014

From

**Sri Surendra Kumar, IAS**

Commissioner-cum-Secretary to Government

To

**All Collectors**

**Sub: Modification in Drawing & Disbursing Authority for the Pre-matric and Post-matric Scholarship Schemes in the state**

**Ref: This Deptt. Letter No. 18527 dated 16.07.2014**

Sir/ Madam,

With reference to the above mentioned subject I am to say that the payment of pre and Post-matric scholarships will be done centrally from State Hqs from the financial year 2015-16 onwards. Though the DWOs will continue to be the sanctioning authority with respect to all kinds of scholarship schemes being implemented by the Department and will be responsible for the veracity of the beneficiaries as per the respective Scheme's guidelines, the payment will be made directly from the state headquarters. Accordingly, the Drawing and Disbursing Authorities with respect to Scholarships payments are modified as follows:

Sl.	Scheme	Verifying Authority	Sanctioning Authority		Drawing & Disbursing Officer	
			Existing	Modified	Existing	Modified
1	<b>Day-scholar</b> from cl. VI to VIII in all categories of recognized Schools under S&ME Deptt.	WEO	BDO	DWO	DWO	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
2	<b>Day Scholars</b> from cl. VI to VIII in AS and upgraded SS under SSD Deptt.	WEO	HM	DWO	DWO	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
3	<b>Day Scholar</b> Students of class VI to VIII of High Schools under SSD Deptt.	HM	HM	DWO	DWO	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
4	<b>Boarders</b> from cl. VI to X in all categories of recognized hostels under S&ME Deptt. for stipend under State Non-plan	WEO	BDO	DWO	DWO	Under Secretary to Govt. (2 <sup>nd</sup> DDO)

5	<b>All boarders</b> from cl. I to X in all categories of hostels of SSD Department attached to the S&ME Deptt. schools for stipend under State Non-plan	WEO	DWO	DWO	DWO	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
6	<b>All boarders</b> in all type of hostels within the premises of AS/ RS under SSD Deptt.	WEO	HM	DWO	DWO	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
7	<b>All boarders</b> in all types of hostels within the premises of HS/GHS under SSD Deptt.	HM	HM	DWO	DWO	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
8	All Special Adivasi Hostels under SSD Deptt.	WEO	HM	DWO	DWO	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
9	<b>Day-scholar &amp; boarder</b> students of cl. IX & X in all categories of recognized Schools under S&ME Deptt. (govt., govt. aided & private under BSE/CBSE/ICSE Boards) under the Centrally Sponsored Pre-matric Scholarship Scheme	WEO	DWO	DWO	DWO through NEFT mechanism	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
10	<b>Day-scholar &amp; boarder students</b> of cl. IX & X in all High Schools under SSD Deptt. under Centrally Sponsored Pre-matric Scholarship Scheme	WEO	DWO	DWO	DWO through NEFT mechanism	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
11	<b>DFID top-up amount</b> to ST&SC Girl students (both day-scholar and hostellers) of class IX & X under OGIP	WEO	DWO	DWO	DWO through NEFT mechanism	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
12	Allowance for students with disability studying in class IX&X in private un-aided recognized schools	WEO	DWO	DWO	DWO through NEFT mechanism	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
13	Post-matric Scholarship to ST students	ADWO	DWO	DWO	DWO through NEFT mechanism	Under Secretary to Govt. (2 <sup>nd</sup> DDO)
14	Post-matric Scholarship to SC students	ADWO	DWO	DWO	DWO through NEFT mechanism	Under Secretary to Govt. (2 <sup>nd</sup> DDO)

The disbursement cycle from the State Headquarter for different kind of scholarships is given in the **Annexure I**.

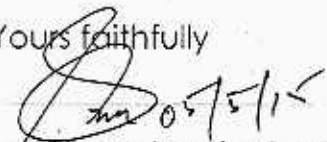
Considering the centralization of scholarship disbursement process, the timely submission of correct information by the Districts pertaining to eligible ST

and SC beneficiaries/ institutions needs to be ensured. In this regard, the following guidelines are to be followed:

- A verifying authority for each category of scholarship has been defined with a role to ascertain the genuineness of the eligible beneficiaries as per the scheme norms. The Verifying Authority will submit the details of eligible Scholarship beneficiaries (students/ institutions) to the DWO.
- DWO will cross check and approve the list of beneficiaries and submit the same to the Department for making disbursement, certifying it to be correct.
- DWO shall be held responsible for any omission or commission in the list of beneficiary and other details provided by them to the Department for making payments of Scholarship.
- For the immediate requirement, DWOs are required to share the school account details of all scholarship beneficiaries (both day-scholar and boarders), irrespective of SSD & S&ME Deptt., schools and private aided schools, as requested for vide this Deptt. letter no. 8125 dated 17.04.2015.
- Further they are also required to ensure submission of class-wise beneficiary details of schools receiving the scholarship, once the enrollment process is complete and submit the same to the Department by end of July 2015.
- In case of boarder students, the total beneficiary number, including those in SSD, S&ME and Recognized Private Institution, shall be submitted to the Department, on priority basis latest by 20th May, 2015, to avoid any delay in disbursement of scholarship towards mess management.
- DWOs need to monitor the receipt and utilization of the disbursed amount and in case of any discrepancies, shall brought to the notice of the Department immediately. Further, they are required to submit the quarterly utilization certificate of the amount disbursed to School account (for mess management and for scholarship to day-scholars of class VI-VIII) and recommend for the next phase of quarterly disbursement.
- The District Administration is requested to support in caste certification, bank account opening, Aadhar Card generation and seeding of the same to the bank-accounts of beneficiaries of Scholarships.
- Further, active identification of disabled students of class IX & X for scholarship should also be ensured at the districts.
- Support of OGIP team at the District level may be taken for achieving the target in time.

This may be given TOP PRIORITY.

Yours faithfully



**Commissioner-cum-Secretary to Govt.**

Memo No 9329 /SSD

Dated 5/05/2015

Copy forwarded to:

- i) Commissioner-cum-Secretary to Govt. , S&ME Department
- ii) All BDOs
- iii) All District Welfare Officers
- iv) All Officers, ST&SC Development Department
- v) Finance Section, ST&SC Development Department
- vi) Audit Section, ST&SC Development Department
- vii) Post Matric Scholarship Section, ST&SC Development Department
- viii) Team Leader, OGIP Technical Assistance Agency

~~Director, SC Welfare~~  
5/05/15

5/05/2015

## Annexure - I

<b>Scholarship Component</b>	<b>Disbursement Mechanism</b>	<b>Time line</b>
Pre-matric Scholarship to boarders from class I to X	Directly into the accounts of respective schools	Quarterly
Pre-matric Scholarship to day-scholars of class VI-VIII	Directly into the accounts of respective schools for further disbursement to individual students.	Half-yearly
Ad-hoc grant & monthly scholarships to students of class IX & X (Under the Centrally Sponsored Scheme as well DFID top-up to girls)	Directly into the individual bank accounts of the registered beneficiaries using NEFT	Ad-hoc Grant - One-time - in the beginning of the Academic Session Scholarship - Quarterly
Post-matric Scholarship to SC/ST	Directly into the individual bank accounts of the approved beneficiaries/ Institutions using NEFT	Half-yearly