

## लोहिया स्वच्छ बिहार अभियान

(स्वच्छ भारत मिशन (ग्रामीण) एवं लोहिया स्वच्छता योजना) बिहार ग्रामीण जीविकोपार्जन प्रोत्साहन समिति, ग्रामीण विकास विभाग



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Ref No: BRLPS-LSBA | Prat | 27/17 | 557

Date: 38-12-17

From,

Rajiv Kumar Singh, BAS,

Administrative Officer -cum-State Coordinator.

To,

Deputy Development Commissioner -cum- Vice Chairperson,

District Water and Sanitation Committee- Araria, Begusarai, Bhagalpur, Bhojpur, Darbhanga, Jehanabad, Katihar, Khagaria, Kishanganj, Lakhisarai, Madhepura, Saharsa, Sheikhpura.

Sub: Regarding reporting of work log of DRPs assigned by the concerned KRCs.

Sir/Madam,

In reference to above subject, the district resource persons will claim their honorarium on a monthly basis in accordance to the Category- IV under the Article 5 of the MoU (Memorandum of Understanding) signed duly.

The format for claiming the honorarium of the district resource persons is attached in Annexure-1 of this letter. The district resource persons of the concerned KRCs are requested to refer to the above format for their monthly honorarium. It is also requested that the districts share the following format with the accounts department for information and necessary processing of their payment.

Encl: Annexure -1

Yours faithfully,

(Rajiv Kumar Singh).

Copy to: **Key Resource Centres:-** MN Roy, Riddhi Foundation; A. Gnanasekaran, Annai Trust, Saurabh Agnihotri, Finish Society- for information and necessary action.

Copy to: District Magistrate -cum- Chairperson, District Water and Sanitation Committee- Araria, Begusarai, Bhagalpur, Bhojpur, Darbhanga, Jehanabad, Katihar, Khagaria, Kishanganj, Lakhisarai, Madhepura, Saharsa, Sheikhpura for information.

## **Daily Worklog Format**

Month	Year
Name of the District Resource Person	
District where deployed	Cells to be filled by the user

Key Tasks assigned

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									7)			Date		
												(in case of travel to a Tehsil/Block/Village/Habitation please mention that location)	Location of work as on date	
						The second secon						Key tasks/activity undertaken	Key tasks/activity undertaken	
												Key ouput generated		

Date

**Approving Authority** 

Signature of Claimant