

GOVERNMENT OF ODISHA  
DEPARTMENT OF SPORTS & YOUTH SERVICES  
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No: SYS-CC-CC-0008-2017

2391

Dt. 24-2-2018

**From:**

**Vishal Kumar Dev, IAS**  
Commissioner –cum-Secretary

**To**

**All Collectors**

**Sub: Implementation of Sub Scheme 'Biju Yuva Vahini' under 'Biju Yuva Sashaktikaran Yojna'**

Madam/Sir,

In inviting a reference to the subject cited above, this is to mention that a new Sub Scheme of 'Biju Yuva Vahini' has been approved under the scheme of 'Biju Yuva Sashaktikaran Yojna' which aims to promote youth leadership, volunteerism, social actions and sports at community level. The programme would cover all the GPs and ULBs of the State. To ensure smooth implementation of the programme in the district, it is requested to ensure the following processes at the earliest

**1. Formation of Biju Yuva Vahinis**

Biju Yuva Vahinis (BYVs) will be formed in all the 6799 Panchayats and 115 Urban Local Bodies (ULBs) of the State. The number of Biju Yuva Vahinis formed at the Panchayats and Urban Local Bodies will be based on the population of the Panchayat/NAC/Municipality/Municipal Corporation.

**A. At Panchayat level**

No. of Biju Yuva Vahinis in each Panchayat will vary as per population strength of the Panchayat

- Panchayats having  $\leq 10,000$  population will form 1 Biju Yuva Vahini
- Panchayats having  $>10,000$  population will form 2 Biju Yuva Vahinis

**B. At Urban Local Bodies level (NAC/Municipality/Municipal Corporation)**

Number of Biju Yuva Vahinis at NAC & Municipalities will vary as per population strength of the Wards

- One (1) Biju Yuva Vahini will be formed in each ward having population of 5000 or more
- Wards having less than 5,000 population will be clubbed together to form Biju Yuva Vahinis

\*Clubbing of wards in NAC and Municipality will be done by Executive Officers of the NACs and Municipalities based on the population and geographical location and approved by the District Collectors.

C. At Municipal Corporation level one (1) Biju Yuva Vahini will be formed at each Ward level

## 2. Biju Yuva Vahini Selection Process

- Online applications were invited, by the Department of Sports & Youth Services, from aspiring youth for enrolment under Biju Yuva Vahini. Last date for receiving the application was 5<sup>th</sup> February 2018. Around **2,39,179** number of applications have been received till 5<sup>th</sup> February 2018.

- Selection of Biju Yuva Vahini members for each Panchayat/ULB will be done by Block/ULB level Committee after scrutiny of online applications. The size of each Biju Yuva Vahini will consist of preferably 25 members. However, to operationalize the process, **the formation of Biju Yuva Vahini needs to be initiated in Panchayats/ULBs which have received at least 10 numbers of applications.**

***District wise list of Panchayats and ULBs where Biju Yuva Vahini formation can be initiated is enclosed in Annexure -1***

- In case of Panchayats/ULBs where applications numbers are less than 25, online submission has been kept open till the application numbers reach 25. In such Panchayats and ULBs, youth may be encouraged to submit online applications for enrolment under Biju Yuva Vahini.
- In case of Panchayats/ULBs where application numbers have exceeded more than 100, all eligible members will be enrolled after scrutiny of applications and Executive Committee comprising of 20-25 members will be formed by the respective Biju Yuva Vahinis for day to day activities.
- Candidates fulfilling all eligibility criteria will be selected as members of Biju Yuva Vahini.

***Extract from Operational Guidelines on Eligibility Criteria and Selection Process of Biju Yuva Vahini is enclosed in Annexure – 2***

## 3. Formation of Block and ULB level committees

Committees at Block, Municipality and Municipal Corporation Level need to be constituted under the Chairmanship of BDOs, Executive Officers and Municipal Commissioners respectively for scrutiny of online applications and formation of Biju Yuva Vahini under their jurisdiction. ***Extract of the Operational Guidelines for formation of committees is enclosed in Annexure -3.***

The Block, Municipality and Municipal Corporation Level Committees need to carry out the following functions positively within **15<sup>th</sup> March 2018:**

- Issue Notice for 1<sup>st</sup> meeting of Biju Yuva Vahini for scrutiny of online applications received on a fixed date and venue. Panchayat/Ward wise list of online applications received can be accessed by logging into the online portal developed for Biju Yuva Vahini.
- Venue for the meeting of Panchayat wise Biju Yuva Vahini will be the respective Panchayat Office and for ULBs venue needs to be decided as per the convenience of Municipal Commissioners and Executive Officers. Notice should be put up at Block Office, Panchayat Office, NAC/Municipality and Municipal Corporation Office.
- Nodal Officers need to be appointed who will preside over the meeting of Biju Yuva Vahini and ensure verification and scrutiny of documents of the applicants in all Panchayats/Wards for final selection of Biju Yuva Vahini members under their jurisdiction.
- All the applicants are required to bring the copy of their Identity Proof, Age Proof and Address Proof (Voter ID/Driver License/PAN Card/Aadhar Card) for necessary verification. Bulk SMS facility has also been integrated with the online portal and SMS will be sent to all the applicants intimating the respective date and venue of the meeting.
- Issue Notice for 2<sup>nd</sup> meeting of Biju Yuva Vahini on fixed date and venue. Nodal Officers have to preside the 2<sup>nd</sup> meeting and facilitate nomination of Office Bearers of the Biju Yuva Vahinis.
- Facilitate in Opening of Bank Account of the Biju Yuva Vahini under their jurisdiction

***Extract of the Operational Guidelines on implementation strategy and Sample Notice formats is enclosed in Annexure - 4 and Annexure – 5***

#### **4. Online Portal on Biju Yuva Vahini**

An online portal ([www.bijuyuvavahini.com](http://www.bijuyuvavahini.com)) has been designed for communication, e-monitoring and tracking the progress of the activities under Biju Yuva Vahini. Individual Log in ID and Password has been created for all Blocks/NAC/Municipality and Municipal Corporations, which will be mailed to the official e-Mail ID of respective offices.

BDOs/Executive Officers/Municipal Commissioners can access the list of online applications received under their jurisdiction and issue notice accordingly. Separate Notices will be generated for every Panchayat and Ward/s under each Block, NAC, Municipality and Municipal Corporation which can be printed and issued by the respective offices.

***Step wise User Guide on the online portal is enclosed in Annexure – 6***

#### **5. Setting up of State and District Programme Management Units**

Agencies have been empanelled by the Department of Sports & Youth Services, Government of Odisha for setting up of the State and District Programme Management Units [SPMU & DPMUs] to facilitate & coordinate the implementation of various activities envisaged under the Biju Yuva Vahini sub scheme at the State, District and Block/ ULB

level. A 3 (three) member DPMU team comprising of One District/MC Youth Coordinator and 2(two) Project Officers will be deployed at the District / Municipal Corporation level. The District level committee is requested to provide space & basic office arrangements at the DRDA/Municipal Corporation office for the team.

Further, one youth coordinator will be placed at each Block and ULB (NAC/Municipality) and Ward level coordinators (@ 1 per 10 wards) will be placed at Municipal Corporations. It is requested to ensure basic office space for the youth coordinators at the offices of the Block/NAC/Municipality/Municipal Corporations. The DPMU team will extend all necessary support to the District Administration & the District level committee for effective implementation of the activities under Biju Yuva Vahini.

**Extract of the Operational Guidelines on Institutional Mechanism is enclosed in Annexure - 7**

Your are therefore requested to ensure that the above activities are completed latest by 15<sup>th</sup> March,2018 so that subsequent activities can be rolled out for the Biju Yuva Vahini members.

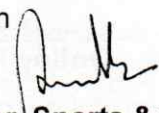
Yours faithfully,



**Commissioner – cum- Secretary**

Memo No 2392 /S&YS, Bhubaneswar Dated: 24/02/18

Copy forwarded to all PDDRAs for kind information & necessary action



**Director, Sports & YS**

Memo No 2393 /S&YS, Bhubaneswar Dated: 24/02/18

Copy forwarded to all Municipal Commissioners for kind information & necessary action



**Director, Sports & YS**

Memo No 2394 /S&YS, Bhubaneswar Dated: 24/02/18

Copy forwarded to all Block Development Officers, Executive Officers of NACs and Municipalities for kind information & necessary action



**Director, Sports & YS**