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## Guidelines I

### CONSTITUTION, DUTIES & FUNCTIONS OF THE LOCAL PROJECT IMPLEMENTATION COMMITTEE (LPIC)

1. A local Village Durbar, not being necessarily an Elaka Durbar except in the case of a single Village-Elaka, having not less than 60 (sixty) households or not less than 300 people shall constitute a Local Project Implementation Committee (LPIC). For this purpose, the Durbar shall select 5 (five) members from among the residents of the locality who are physically able and active, one of which should be a lady and another a youth, as members of the Committee. The term of the Committee shall be one year but its members are eligible for re-selection up to a maximum period of three terms. However, 'the SPV Society reserves the right to require re-constitution/re-selection of any LPIC before the expiry of the term. In the case of a multi village or multi elakas, LPIC selection of membership should be such that other villages may also have membership in the LPIC by turn provided they fulfil the criteria to be laid down by the SPV Society from time to time. The Durbar will also make one of the members so selected as Convener or Leader of the Committee and submit the list of such members, their names, addresses, occupations and qualifications to the SPV Society for approval. Smaller villages not fulfilling the prescribed criteria may opt to be included with any LPIC of adjacent villages.

2. The LPIC so constituted, would receive applications from members of the localities, including groups, societies, institutions, and non-resident persons having landed property in the village and scrutinise them as per instructions to be issued by the SPV Society. Such application as fulfilling the Society's instructions will be submitted to the Society for consideration. In the case of community projects, the LPIC shall recommend only such projects which are located within each concerned village or elaka.

3. Notwithstanding the recommendations of the LPIC, the decision of the SPV Society in the selection of the beneficiaries/schemes/projects shall be final.

4. After selection of the beneficiaries, the list will be made available by the Society to the LPIC. The LPIC shall inform the beneficiaries for any advanced action, if necessary, to implement schemes/projects in time.

5. While the Society will release the financial assistance in instalments directly to the beneficiaries in the case of livelihood activities, the release of subsequent instalments, after the first, will be made on a demand by the beneficiaries, along with a report of performances, duly recommended by the LPIC. The members of the LPIC should, therefore, keep in touch with the progress of implementation of the schemes by the beneficiaries.

6. Members of the LPIC shall assist the SPV Society in monitoring implementation of projects/schemes and also shall render necessary assistance to the officers and staff deputed by the Society for monitoring and inspections of the schemes and projects in the locality. The SPV Society will make available to the Committee the list of beneficiaries along with the schemes/projects approved and the amount of assistance released. Wherever necessary, they will also assist the beneficiaries to open bank accounts.

7. In case of non-performance by any beneficiary, the Committee should place the matter before the local Durbar with intimation to the SPV Society. The decision of the Durbar, if any, shall be binding on the beneficiaries. The SPV Society reserves the right to deny future assistance, to those beneficiary-families who made a wrong use of any assistance made available to them by the Society. 8. While sanctioning financial assistance, the beneficiaries shall execute a Memorandum of Agreement (MOA) with the SPV Society and shall abide by the terms and conditions of the MOA. Failing to fulfil the conditions laid down in the MOA will result in enforcement of the terms and conditions laid down in the MOA in addition to whatever action that may be taken by the local authorities concerned. 9. At the end of each year, the LPIC should furnish a report on the state of implementation of various schemes and projects implemented in the locality.

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