From the President

Most Rev. John Moolachira
Archbishop of Guwahati

November 14, 2013

The Annual Report of Guwahati Gana Seva Society (GGSS), the social wing of the Archdiocese of Guwahati, presents a bird’s eye view of the activities that have taken place during the year. It is a lens to wide range of its activities and interventions during the year. The photos are indeed living testaments of the places and people where activities are carried out.

The interventions undertaken by GGSS are numerous. It intervenes in the field of agriculture, women empowerment, vocational training, rural development, disaster management to name a few. The time calls for an approach that is holistic. Economic sufficiency and sustainability, skill development and empowerment of the less privileged coupled with professionalism from the part of Social Workers top the list in the present era. GGSS is moving in the right direction with the beginning of Natural Resource Management (FARM Northeast), in the field of agriculture, formation of Farmers Clubs, Vocational Training for the school dropout youth etc during the year. The year also saw increased linkage of GGSS with various Government Departments like ASDAMA, NABARD, NIRD, SIRD, KVK etc. May the coming year bring about various opportunities for GGSS in its quest to achieve its vision of a self reliant society based on Love, Justice, Unity and Peace.

The annual report will present an account of the numerous programs conducted and implemented by GGSS. The activities are varied and the task is big. Yet this big task has been meticulously supervised and directed by Fr. Anil Joseph and his band of dedicated Staff. I thank the team of GGSS for their dedicated work and great enthusiasm. I also thank our numerous Partners in Development, without whose support the work of GGSS would be hampered.

+John Moolachira
Archbishop of Guwahati &
President of GGSS
From the Director’s Desk

The year 2013 for GGSS was indeed a year of blessings in the form of opportunities that enabled us to initiate development interventions among the marginalised rural farming communities, rural tribal, school dropout and unemployed youth, widows, women and children to improve their quality of life. 2013 marked the beginning of NRM based sustainable agricultural interventions, vocational training programmes for the rural unemployed and school dropout youth, income generation programmes for widows and women SHG members. It is a remarkable fact that all our targeted communities are keen in learning new technologies and adapt the ways and means that are facilitated by or through GGSS to improve their socio economic status. GGSS envisages a self Reliant Society based on Love, Justice, Unity and Peace and reaches to those who are denied of their basic rights in life. We are made to believe that we are on the right path when we see the fruitful outcome of our interventions. We walk along with the people who are yet to receive proper care and support, who are yet to enjoy peace and harmony, who lack better standard of living conditions and look forward to fulfil their wishes.

Thank you everyone who walk along with us: Partners, benefactors, communities, parish heads, staff, volunteers, Govt. Depts and Corporate sector. May the year ahead is yet another opportunity for GGSS to become a strong helping hand to the most needy through all your support.

Fr. Anil Vaniyamkunnel
Director, GGSS
## 2013 at a glance

<table>
<thead>
<tr>
<th>Month</th>
<th>Events</th>
</tr>
</thead>
</table>
| January  | 1. Inauguration of tailoring centre initiated by Women SHG members, Baksa District  
            2. Participation in Development Dynamic Course organised by Caritas India  
            3. Participation in workshop on project implementation organised by FVTRS, Bangalore  
            4. Project orientation - Resource mobilisation |
| February | 1. Evaluation of Flood relief activities by Caritas India  
            2. NRM based Project proposal development under the facilitation of Caritas India Officials  
            3. Commencement of the 6 months project on Vocational training for school dropout Youth, Baksa District, Supported by FVTRS |
| March    | 1. CMDRR Project evaluation  
            2. 3 days training on food processing for SHG members under the facilitation of faculty from National Mission for Food Processing Centre  
            3. Women’s Day observation  
            4. Awareness building programme on Coir Board trainings and schemes for villagers and SHG members  
            5. Project completion - IRDP Phase I supported by Andheri Hilfe Bonn, Germany |
| April    | 1. Participation in workshop on cleanliness organised by DDMA, Kamrup Metro  
            2. Orientation seminar on various Govt. schemes and projects for Coordinators, Field Animators and SHG members  
            3. Initiation of a one and half years project (April 2013-September 2014) on SHG Strengthening for Improved Livelihood, in 10 rural villages each in Silchar, Morigaon District and in Malling, Kamrup Metro District, supported by NEDSF  
            4. Project orientation training on SHG Strengthening for Improved Livelihood for the Field Animators |
| May      | 1. 15 Women SHG members in Malaihari Village, Kamrup Metro District commenced Coir Board supported 2 months training on handicrafts making under MCY Scheme  
            2. Completion of CMDRR Project, supported by Caritas India |
| June     | 1. FARM North east Project Launching, supported by Caritas India  
            2. Participation in training on community college development organised by ICRDC, Chennai  
            3. Beginning of the project on Integrated Development of Rural Tribal, Nagaon District, supported by Manos Unidas, Spain |
| July     | 1. Placement Supervision - MSW Student, NEFE College, Guwahati  
            2. PLA exercises in 20 project villages, under the project on SHG Strengthening for Improved Livelihood  
            3. Organisational level Project launch - FARM North east  
            4. GGSS HR Policy review  
            5. Participation in FCRA workshop organised by Ministry of Home Affairs  
            6. Training on Entrepreneurship Development, HIV/AIDS and Gender Sensitisation for the trainees of Vocational Training supported by FVTRS  
            7. Commencement of the IRDP Project phase II supported by Andheri Hilfe Bonn, Germany |
### 2013 at a glance

#### August
- FVTRS Project completion
- Project orientation on IRDP phase II to the Field staff
- Interaction with AGM, NABARD
- Capacity building training for SHG leaders under the project on SHG strengthening for Improved Livelihood
- Initiation of Farmers’ clubs in Baksa District, supported by NABARD
- Interface with Govt. officials

#### September
- Participation in training in post harvest management and agricultural marketing organised by IJE, Guwahati
- Facilitation of HRE Sessions in schools under Archdiocese of Guwahati, supported by NEDSF
- Participation in training in CCCBDRR organised by IAG Assam & Save the Children
- Formation of farmers clubs in 16 FARM project villages, Demoria Block, Kamrup Metro District
- Monitoring field visits to IRDP, IDRT project areas
- Field monitoring visit to FARM project area by Caritas India

#### October
- Need based capacity building training for the new GGSS Field Animators
- FARM Northeast quarterly review meeting
- Facilitation of HRE Sessions in schools under Archdiocese of Guwahati, supported by NEDSF
- Monitoring visits to SHGs, Silchar, Morigaon District
- Training in candle making for SHG members- Mallang, Kamrup Metro District
- Training in Sales and marketing for SHG Federation members, Baksa District
- Training in Pig rearing for SHG members, Kamrup Metro District
- Registration of 9 Farmers Clubs, Baksa District under NABARD
- Awareness Seminar on RTI Act for women SHG members, Baksa District

#### November
- Demonstration on weed composting and poly film cultivation for FARM beneficiaries by PSO, Caritas India
- Facilitation of HRE Sessions in schools under Archdiocese of Guwahati, supported by NEDSF
- Training in System of Rice Intensification (SRI) cultivation for FARM beneficiaries by KVK, Kamrup Metro District
- Registration of 16 Farmers clubs of FARM project villages under NABARD
- Observation of Children’s Day in the target areas of IDRT Project, Nagaon District
- Inauguration of four Farmers Clubs, Baksa District
- Workshop on Local Governance for women SHG members, Baksa District
- Project orientation on Promotion of Livelihood Development Programme and Prevention of Human Trafficking to the field staff and villagers

#### December
- GGSS Annual General Body Meet
- GGSS Staff gathering
- Advance training in Solar Lantern assembling for SHG members, Baksa District
- Field visit by FVTRS
Among 68 SHGs, 60% of the SHG leaders are skilled in different livelihood options such as food processing, mushroom cultivation, detergent making, vermin compost, poultry, piggery and weaving.

Among 68 SHG members, 70% of the members maintain their books of accounts and records systematically. 80% of the SHGs are being practiced inter-lending and they started income generation activities such as poultry, piggery, paddy cultivation, petty shop etc.

1020 members of 68 SHGs gained clarity on the concept of cluster and federations.

20 SHGs were graded as per criteria of Development Block and 15 SHGs availed SGSRY scheme from Government of India. GGSS could conduct many programmes in collaboration with various Government Depts. For example, the SHGs got the revolving fund under the RSJY scheme and they started poultry, piggery, vegetable cultivation etc. The entire SHG groups started IGA either individually or in group or in簇 wise.

The involvement SHG women in addressing the local social issues have increased. In some areas the SHG women are involved in some social issues like domestic violence, road construction and banning the toddy shop in the tea garden. For example, in Tamulpur centre, there was one teenage boy who always disturbed the neighbouring girls. The SHG women came together and warned him and in Nagrijuli centre, the women blocked the men who were selling alcohol near the school and temple.

More than forty youths are skilled in various trades like solar lantern making (8), driving (7), tailoring (15), embroidery (2), secretarial course (1), herbal medicine (5), and mushroom cultivation (4).

In Nagrijuli centre, the tailoring trainees themselves initiated a tailoring centre and in shashipur, a group started mushroom cultivation.

In Tamulpur the youth started a solar lantern assembling centre.

Youth clubs organized ‘night classes’ for the students and illiterate women in Nagrijuli and Kumariakatta centres. It enabled many women to learn to read and write their names and basic things.
The 2nd Phase

The 2nd Phase began in July 2013 for further three years with the aim of enhancing livelihood through empowered Civil Society Organizations among the target groups. The project team consisting of Project Manager, Field Monitoring Officer and 4 Federation Supervisors support the target groups to empower themselves to be active members of the society by earning income through sustainable livelihood practices and involving in the local social issues.

Activities undertaken so far

Project orientation to Staff and SHG Federation Members

The project staff and the SHG Federation Members were made clear on the project objectives and the related activities, their roles and duties by the Director and Administrator, GGSS. Job description and activity calendar was distributed and explained in detail how to support the target beneficiaries to improve their livelihood and living standard.

Training in sales and marketing

One day training in three centres on sales and marketing was organised for the SHG Federation Members with the aim of equipping them with the knowledge and skill in marketing various products made by the SHGs. Mr. Bishnu Das, Marketing Coordinator, GGSS explained on direct marketing and maintaining regular linkages with shops, the need to maintain quality of products in order to attract buyers.

<table>
<thead>
<tr>
<th>DATE</th>
<th>PLACE</th>
<th>PARTICIPANTS</th>
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</thead>
<tbody>
<tr>
<td>27/10/2013</td>
<td>Chesapani church</td>
<td>45</td>
</tr>
<tr>
<td>26/10/2013</td>
<td>L.L.E.P School, Nagirijuli</td>
<td>50</td>
</tr>
<tr>
<td>27/10/2013</td>
<td>M.U. School, Pub-Mazhia</td>
<td>50</td>
</tr>
</tbody>
</table>

SHG product exhibition cum sales mela

The SHG federations under 3 centres organised product exhibition cum sales mela in the project villages.

Major activities

- District Level Project Launching
- Project orientation for the staff
- Base Line survey of the 2000 target HHS
- Village level project orientation meetings
- Farmers’ club formation
- Interface of farmers’ clubs with KVK
- Training on organic farming and IPM (Integrated Pest Management) for the target farmers
- Training on SRI (System of Rice Intensification)
- Soil & water testing and Seed treatment campaign for farmers
- Demonstration of organic pits
- Promotion of kitchen garden
- Interface meeting with the Govt. departments
- Exposure visit of farmers to KVK
• Training on social audit for CBO members and PRI Members
• Development of village level micro plan with CBMO, Community, and PRI members
• Village level Workshop on MGNREGA Scheme

Village level baseline survey

Village level project orientation

Farmers’ club meetings

Demonstration on Sloping Agricultural Land Technology, Poly film cultivation & Weed composting by Caritas

Inida -FARM Partner support officer

Key achievements
• The target villages have appreciated the concept of FARM Northeast
• Formed 16 farmers’ clubs and is in the process of registration under NABARD
• 29 selected members from the 16 farmers’ clubs have attended a 5 day training on piggery organised by NEDFi, Guwahati
• Ward members and Village Gaonburas (Headmen) take initiative in motivating the villagers.

INTEGRATED DEVELOPMENT OF THE RURAL TRIBAL (IDRT)

Supported by Manos Unidas

Integrated Development of the Rural Tribal (IDRT) of Nagaon District of Assam is a three years period project supported by Manos Unidas, Spain. The aim of the project is to mobilize and empower the rural tribal community with needed information and skill to strive for their development. The project is implemented in 20 villages; 5 villages each of Hojai, Chaparmukh, Kathiatoli and Bebejia centres of Nagaon District of Assam under the jurisdiction of Archdiocese of Guwahati. The beneficiaries of this project belong to the ethnic groups such as Garos, Adivasis, Bengalis and Assamese.

Objectives:
1. Reduction in illiteracy rate and school dropout rate of children in 20 rural tribal villages
2. Reduction in the unemployment and extreme poverty of the tribal people in the target villages through improved practices of agriculture, live stock rearing and other income generating activities
3. Reduction in concentration of decision making power in the hands of a few that prevents development of all at the grass root level
Achievements so far:

Village Level Project Orientation
Project orientation meetings were conducted at the twenty (20) targeted villages of the project areas in order to motivate the parents and children. Students’ enrollment in all the Alphabetization centres is completed and in each centre there are about 50 to 60 children. Most of the children belong to low income families. The villagers especially the parents of the students render needed support to run the centers ensuring the attendance of their children.

Orientation program for the Field Animators and Instructors
Appointed five (5) Field Animators, Ten (10) Instructors, 1 Project Co-ordinator and 1 Project Manager for the smooth implementation of the project activities and oriented on the vision, mission and objectives of the project. The Field Animators were directed how to form Self Help Groups (SHGs) and strengthen the existing groups with proper functioning. They were given clear information on their roles and responsibilities as an animator like:
- To assist the Alphabetization Centre Instructors to motivate parents and children and in the overall admission process
- To assist in periodical evaluation of the performance of the students
- To provide necessary support to the instructors in conducting the sports day and cultural competitions
- Formation of farmers clubs, SHGs and monitoring their activities

The instructors were also oriented on their roles to run the alphabetization centers as well as ensuring the participation of students and their parents in reducing the illiteracy in the villages.

Inauguration of the Alphabetization centers
The initiation of the Alphabetization centers was one of the major activities targets of the project and opened ten (10) centers and almost five hundred children have enrolled. The instructors look after the learning needs of the students.

Formation of SHGs and awareness programme for the women
The animators have started creating awareness among the villagers on formation of SHGs and are busy forming groups. The women of the villages are oriented on group efforts to begin Income Generation Activities in order to support their families to improve their social and economic conditions.
**Future Plan**
* Formation of 2 farmers clubs each in the Project villages

* Training in preparation and use of eco-friendly pesticides and fertilizers for the Farmers’ club members

* Develop collaboration and linkages with various Govt. institutions and strengthen the SHG members to avail various schemes and benefits

* Training for 500 Women Self Help Groups members (25 selected members from each village) in feasible Income Generating Activities like Pig rearing, Goat rearing, Poultry farming, Jam and squash making

* Leadership and capacity enhancement training for the 50 SHG representatives and 20 PRI members from the Project villages

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**VOCATIONAL TRAINING**

Supported by FVTRS

A 6 months project on Vocational Training for school dropout youth in Nagrijuli Block, Baksa District supported by FVTRS, Bangalore was implemented from February 2013 to July 2013. The project targeted 30 unemployed school dropout girls in providing training in garment making and embroidery works. The curriculum included training in stitching salwars, school uniforms and saree blouses and doing embroidery works in bed and pillow covers. They were oriented on acquiring the skills on entrepreneurship development and were also created awareness on the current relevant issues like HIV/AIDS and gender sensitisation. All the trainees have started earning an average daily income of Rs. 50/- except a few who could not continue the training due to ill health. The trainees themselves have initiated the process of purchasing raw materials and marketing the finished products. Some of the trainees formed a group and put up a tailoring centre and running it well. It is really commendable that all the garment making trainees underwent theory and practical exams under the USHA sewing school, Guwahati and came out with flying colours.

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**SUCCESS STORIES**

**Case 1**
Name of the Trainee: PINKY TIGGA
Age: 16
Address: Nagrijuli T.E Line No.6
Nagrijuli P.O, RS Tamulpur
Baksa Dist, B T A D (Assam) Pin-781368
Educational Qualification: 2nd STD

Ms. Pinky Tigga, is a 16yrs old teenage tribal girl, belonging to a BPL family. Her parents are daily labourers of Tea garden in the village. When she expressed her wish to join for the training in tailoring, they didn’t allow her, instead forced her to join them to work in the tea garden. The coordinator of GGSS, visited her parents and tried to convince them to stand for the daughter’s personal choice. After the initial hesitation, they permitted her to attend the training and Pinky was regular in attending the classes. But as the training progressed, her mother showed disinterest to send her and burnt her study materials and compelled her to work in the tea garden. Pinky had to discontinue her training for some days and through the timely intervention of the coordinator she was brought back to the training. The other trainees supported her to learn the lessons and prepare for the examination. She successfully
completed the training and now comes to the training centre regularly and stitches sari blouses and salwar suits and earns a better income and supports her parents.

**Case II**

**Name of the Trainee:** SOMOTI MURMU  
**Age:** 25  
**Address:** VIII- Ekrajuli  
Pokribori P.O. Baksa Dist,  
B T A D (Assam) Pin-781360

**Educational Qualification:** VIII

Somoti Murmu is a 25 yrs old married tribal woman. She is a member of one of the SHGs promoted by GGSS. She was regular in attending the trainings and by the end of the training she bought a tailoring machine by availing loan worth Rs 6000/- from her SHG. She has to repay the loan within one year and she hopes and is confident that the learnt trade will help her to earn a good income to achieve her targets.

**STRENGTHENING THE SELF HELP GROUPS (SHGS) FOR IMPROVED LIVELIHOOD**

The project is supported by NEDSF, Guwahati and it aims to form SHGs among the tribal women in the project villages and initiate Income Generation Programmes in order to improve their socio-economic status. It is implemented in ten each villages of Kamrup Rural and Morigaon Districts.

**Project Location:**

<table>
<thead>
<tr>
<th>District</th>
<th>Block</th>
<th>No. of villages</th>
<th>Villages</th>
<th>Targeted SHGs</th>
</tr>
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<tbody>
<tr>
<td>Kamrup</td>
<td>Boko</td>
<td>10</td>
<td>Hohupa, Borsum, Chiginde, Balbik, Doeni, Mallang Khase, Thanabari, Sidubi, Amgaon, Waite-Rong-Cheng</td>
<td>10</td>
</tr>
<tr>
<td>Rural</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Morigaon</td>
<td>Mayong</td>
<td>10</td>
<td>Mokoria I, Mokoria II, Wabari, Silchung I, Silchung II, Akra Kral, Dorapani, Kolbari, Bengenabari, Desali</td>
<td>10</td>
</tr>
</tbody>
</table>
Looking forward

- It is planned to provide Revolving funds for SHGs to start Income Generation Activities (either group or individual) such as piggery, poultry, candle making and paddy farming etc based on the assessment on the SHGs performance in money management and book keeping.
- Awareness programme on Government Schemes and projects will be conducted for the SHG leaders so that they are able to approach various Government Departments to access schemes and benefits.
- Formation of SHG Federations.
- Training on Federation Management and Society Registration is designed for the SHG Federation Members.
- Handholding support to the Federation members to be linked to Micro Finance Institutions, Banks and Government Departments such as State Institute of Rural Development (SIRD) and NABARD.

COMMUNITY MANAGED DISASTER RISK REDUCTION (CMDRR)

May 2013 marked the end of Community Managed Disaster Risk Reduction project supported by Caritas India implemented in 15 villages of Demoria Block under 3 Gaon Panchayats (Topatali, Sonapur & Malaiabari) in Kamrup (metro) District. The project began in 2010 with the goal to enhance the capacity of the community to manage and mitigate the impacts of disaster through appropriate risks reduction measures.

Highlights of the major activities implemented

- Formulation of comprehensive school safety plan and formation of emergency response team.
- Mock drill on emergency response at the school level.
- Safety audit and sensitization mock drill in 5 major hospitals in collaboration with DDMA.
- Awareness program and Mock drill in 25 apartments in collaboration with ASDMA.
Facilitating community for Govt. schemes

Facilitating community for preparation of disaster management manual

Benefits gained by the villagers/target groups/GGSS through the project

- Village level plan of action of 15 project villages received approval from the four Panchayats
- 4 GGSS field volunteers were selected and trained by Assam State Disaster Management Authority (ASDMA) to implement National school safety plan programme and they facilitated the preparation of School Safety Plans and Mock drills in 5 schools in Guwahati city
- GGSS could establish better linkage with ASDMA & District Disaster Management Authority (DDMA) by conducting various village level DRR activities
- GGSS is accepted by ASDMA & DDMA as one of their partners in conducting Disaster Risk Reduction (DRR) programs in Kamrup Metro District
- GGSS could facilitate Hospital safety program under Safety audit and sensitization mock drill project of DDMA in 5 major hospitals, Guwahati
- Conducted Awareness program and Mock drill on earthquake and fire safety in 25 apartments of Guwahati in collaboration with ASDMA
- Created awareness among 300 students from the project villages regarding the practice of hand washing before meal and after defecating
- 170 project beneficiaries were facilitated to apply for Kishan Credit Card (KCC) and 77 families have already received Rs. 50000/- each
- 110 families were facilitated to apply for IBS scheme for kitchen garden and 32 families received Rs. 12000 per katha

- 18 families of Malaihi GP have received 1 Lakh each for coconut plantation from NABARD
- 50 families were facilitated to apply for Employment Generation Mission (EGM) scheme, Assam State Govt. - loan with 30% subsidy for fishery and agriculture
- 150 families were facilitated to apply for free manure and tractor under the Haryali scheme of Central Govt.
- 60 families applied for tube wells under STW for irrigation purpose

CAPACITY BUILDING OF DSSS: IN ASSAM AND MEGLAYA FOR RESOURCE MOBILIZATION

Caritas India envisaged the project on Capacity Building of DSSSs in Assam and Meghalaya for Resource Mobilisation to capacitate DSSSs to develop a professional documentation system in the organisation as well as to access schemes from various Government sectors. Grabbing the opportunity, the Project Coordinator of GGSS under the coordination of NEDSF undertook the following activities in order to improve the organisational/beneficiaries' capacity in tapping various resources from Govt and other developmental agencies.

MAIN ACTIVITIES

Orientation Seminar on Govt. Schemes and Projects for the field level Coordinators, Animators and SIG members:

In order to orient the staff on various Govt. schemes a seminar was conducted on 26th April 2013 at Rangia Pastoral Centre. Mr. Dwijen Neog, SDO, Sub Divisional Office Agriculture, Rangia, Mr. Dwijen Sarma, Field Officer, Handloom and textile, Rangia were present and shared their different schemes.

Interface with Govt. Departments:

Different Govt. Officials like Dr. K.K. Bora, District Veterinary Officer, Kamrup, Mr. V. Sudhir, ESO, Coir Board, Guwahati, Mr. B. Srinivas, ASOM, Coir Board and representative from GEF/SGP/CEE (UNDP), interacted with the GGSS Central Staff and selected beneficiaries of various projects. Mr. Soe Tun Kyi, a research scholar from UN University for Peace, Costa Rica was also present to study the process involved in mobilising the resources. It was indeed an occasion for GGSS to share about its various development interventions as well as to sort out the areas of possible collaboration.
**Organisation visits:**
As part of building better relationship with various agencies and finding out possible areas of collaborations, the Project Coordinator visited the following organisations/agencies/institutions

<table>
<thead>
<tr>
<th>Name of the Organisation/Department</th>
<th>Assam State Disaster Management Authority (ASDMA)</th>
<th>Catholic Relief Services</th>
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<tr>
<td></td>
<td>District Disaster Management Authority (DDMA)</td>
<td>Coir Board</td>
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<tr>
<td></td>
<td>National Bank for Agriculture and Rural Development (NABARD)</td>
<td>Rubber Board</td>
</tr>
<tr>
<td></td>
<td>Assam State Human Rights Commission</td>
<td>Office for the Welfare of Tea &amp; Ex-Tea Garden Tribes</td>
</tr>
<tr>
<td></td>
<td>National Food Processing Mission</td>
<td>Director of Agriculture</td>
</tr>
<tr>
<td></td>
<td>Tribal Welfare Office</td>
<td>Centre for Environmental Education</td>
</tr>
<tr>
<td></td>
<td>State Institute of Rural Development (SIRD)</td>
<td>Krishi Vikas Kendra</td>
</tr>
<tr>
<td></td>
<td>National Institute of Rural Development (NIRD)</td>
<td>District Veterinary Office, Kamrup</td>
</tr>
</tbody>
</table>

**The project impact**

- **GGSS was selected as a facilitating agency in organising Earthquake Preparedness and Fire safety Assessment Programme in 25 apartments in Guwahati city by Assam State Disaster Management Authority (ASDMA)**

- **Better collaboration with NABARD:** Organised awareness programmes among the rural villagers in Baksa District on SHG and farmers’ club formation facilitated by DDM-Baksa District, NABARD

- **Formation of farmers clubs:** Formed 9 (Nine) Farmers’ clubs in nine villages of Tamulpur, Kumarikata and Sashipur centres of Baksa District and are registered under NABARD
The financial support of Caritas India provided 20 rural widows, the opportunity for self employment through undertaking pig farming. The identified target members were granted a sum of Rs 2500/- each to begin the IGA. It is expected that the target members will be able to earn an average annual income of Rs 10000/- by marketing the pork in nearby shops and sponsor 2 piglets to GGSS in order to supply to further 20 BPL widows/drop out girls in the villages.

The Project focuses to Ensure food Security and the Care of domestic workers and Prevention of human trafficking. A team consisting one Coordinator, two Supervisors and Master Trainers, five Animators are appointed to efficiently implement the project components.

Goal:
Poverty reduction through sustainable livelihood opportunities for the 1250 socially and economically marginalized families of Nagaon District in Assam through rights based approach.

Objectives
- To enable community based people’s organizations to adopt the rights based approach for livelihood enhancement in the target area.
- To Ensure food security through increased access to government programme and on farm and off farm income generation activities to marginalized families.
- To empower domestic workers to attain self-reliance and social justice.
- To work towards justice for all domestic workers, for their recognition as ‘workers,’ for legislation for domestic workers and for a public awareness of their dignity and their rights.
- To prevent trafficking and uninformed migration.
**Major activities**

- Formation of CBOs (SHGs and Farmers' clubs)
- Leadership and Capacity building training for the CBOs
- Awareness creation and Promotion of individual savings and micro credit for income generation activities
- Media fellowship to highlight the issues of food/social security
- Formation of association of domestic workers in the District
- Creating a database of girls and women who have moved out of the local areas
- Awareness creation on the issue of Trafficking through posters and street plays
- District level workshop on Rural Employment Guarantee Scheme for the village unemployed youth

**Other Initiatives**

**TRAINING IN PIG FARMING**

*In collaboration with NEDFi*

Organised a 5 days training in Pig farming in collaboration with NEDFi at NEDFi Research and Development Center, Khetri- Kamrup metro from 28th Oct 2013 to 1st Nov 2013 for 29 farmers under Demoria Block, Kamrup Metro District

**TRAINING IN HANDICRAFTS MAKING FROM COIR**

*In association with Coir Board*

15 rural women SHG members in Borpok Village, Malaibari GP, Kamrup Metro District successfully completed 4 months training in handicrafts making from coir under the Mahila Coir Yojana Scheme of the Coir Board. They have started making coir mats and marketing in nearby towns and villages

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**INTRODUCTION OF HRE IN SCHOOLS**

*In Collaboration With NEDFi*

Conducted awareness seminar on Human Rights in the schools under the Archdiocese of Guwahati

**Highlights of the sessions**

- Rights and Human rights
- Children's rights, Rights and school, Child Right violations
- Fundamental Rights, Relevance of Human Rights Education (HRE) among students

**Methodology:** PPT on children and rights, Fundamental rights and short films on child labour, child sexual abuse, and video of song on child rights

**Seminar Details**

<table>
<thead>
<tr>
<th>Date</th>
<th>Venue</th>
<th>Participants</th>
<th>Faculty</th>
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<tbody>
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<td>16/09/13</td>
<td>St. Thomas School, Bhalukholi</td>
<td>96 Students</td>
<td>Fr. Anil Joseph, Mrs. Jaya George</td>
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<tr>
<td>19/09/13</td>
<td>St. Alphonse's School, Tinsukia</td>
<td>65 Students</td>
<td>Fr. Anil Joseph, Mrs. Jaya George</td>
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<tr>
<td>27/09/13</td>
<td>St. Patrick School, Silchar</td>
<td>140 Students</td>
<td>Fr. Anil Joseph, Pr. Kendor Rabha</td>
</tr>
<tr>
<td>22/10/13</td>
<td>St. Xavier's School, Changsari</td>
<td>70 Students</td>
<td>Fr. Anil Joseph, Mrs. Jaya George</td>
</tr>
<tr>
<td>25/10/13</td>
<td>Christ Jyoti School, Silchar</td>
<td>80 Students</td>
<td>Fr. Anil Joseph, Mrs. Jaya George</td>
</tr>
<tr>
<td>29/10/13</td>
<td>Jyoti School, Jagirfield</td>
<td>135 Students</td>
<td>Fr. Anil Joseph, Mr. Kendor Rabha</td>
</tr>
<tr>
<td>30/10/13</td>
<td>St. Vincent de Paul School, Amos</td>
<td>75 Students</td>
<td>Fr. Anil Joseph, Mr. Kendor Rabha</td>
</tr>
<tr>
<td>04/11/13</td>
<td>St. Louis School, Chhaygaon</td>
<td>40 Students</td>
<td>Fr. Anil Joseph, Mrs. Jaya George</td>
</tr>
<tr>
<td>15/11/13</td>
<td>Christ King School, Mahalingapole</td>
<td>60 Students</td>
<td>Fr. Anil Joseph, Mr. Kendor Rabha</td>
</tr>
<tr>
<td>12/11/13</td>
<td>St. Francis School, Rongali</td>
<td>70 Students</td>
<td>Fr. Anil Joseph, Mr. Kendor Rabha</td>
</tr>
</tbody>
</table>
10. Staff capacitation programmes

### Participation in trainings/workshops/programmes

<table>
<thead>
<tr>
<th>Date</th>
<th>Venue</th>
<th>Programme</th>
<th>Organiser</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>6th-31st January</td>
<td>Seva Kendra, Calcutta</td>
<td>Development Dynamic Course</td>
<td>Caritas India</td>
<td>Fr. Anil Joseph</td>
</tr>
<tr>
<td>12th -14th February</td>
<td>NEDSF</td>
<td>Workshop on HIV/AIDS</td>
<td>Misereor, Germany</td>
<td>Sr. Jessy Mathew &amp; Fr. Anil Joseph</td>
</tr>
<tr>
<td>20th February</td>
<td>Bosco Reach Out Guwahati</td>
<td>Workshop on Discrimination against women tea garden workers</td>
<td>PAJARA</td>
<td>Sr. Jessy Mathew &amp; Mr. Prabin Minj</td>
</tr>
<tr>
<td>22nd March</td>
<td>NEDSF</td>
<td>Workshop on Community College Development</td>
<td>Indian Centre for Research &amp; Development of Community Education (ICRDCE), Chennai</td>
<td>Fr. Anil Joseph &amp; Sr. Jessy Mathew</td>
</tr>
<tr>
<td>6th April</td>
<td>Good Books Library, Guwahati</td>
<td>Workshop on cleanliness</td>
<td>District Disaster Management Authority, Kamrup Metro District</td>
<td>Sr. Jessy Mathew, Mr. Dipu Nath &amp; Mr. Bishnu Das</td>
</tr>
<tr>
<td>9th April</td>
<td>NEDSF, Guwahati</td>
<td>Training on Reporting &amp; documentation</td>
<td>NEDSF</td>
<td>Sr. Jessy Mathew &amp; Mr. Dipu Nath</td>
</tr>
<tr>
<td>1st-17th May</td>
<td>NEDSF, Guwahati</td>
<td>Development Dynamic Course</td>
<td>NEDSF</td>
<td>Ms. Juli, Field Animator &amp; Sr. Aney, Community Volunteer, GGSS</td>
</tr>
<tr>
<td>10th -15th June</td>
<td>Asha Nivas, Egmore, Chennai</td>
<td>5 days training in community college development</td>
<td>Indian Centre for Research &amp; Development of Community Education (ICRDCE), Chennai</td>
<td>Sr. Jessy Mathew</td>
</tr>
<tr>
<td>15th-19th July</td>
<td>Regional Office, NIRD, Guwahati</td>
<td>5 days training on social security schemes for the urban poor</td>
<td>National Institute for Rural Development (NIRD), Hyderabad</td>
<td>Mr. Dipu Nath, Coordinator- Resource Mobilisation</td>
</tr>
<tr>
<td>19th July</td>
<td>Pragiyoti Auditorium, Ghy</td>
<td>Training on FCRA Act</td>
<td>Ministry of Home Affairs, New Delhi</td>
<td>Fr. Anil Joseph, Director</td>
</tr>
<tr>
<td>22nd -26th July</td>
<td>Regional Office, NIRD, Guwahati</td>
<td>5 days training on Gender mainstreaming and budgeting</td>
<td>National Institute for Rural Development (NIRD), Hyderabad</td>
<td>Sr. Assunta, Coordinator-Integrated Development of Rural Tribal (IDRT) Project, Nagaon District</td>
</tr>
<tr>
<td>29th -30th August</td>
<td>GGSS, Guwahati</td>
<td>2 days Workshop on Documentation</td>
<td>Capacity Building Team, NEDSF, Guwahati</td>
<td>GGSS Staff</td>
</tr>
<tr>
<td>29th-31st August</td>
<td>NEDSF</td>
<td>3 days Training in Accounting and Tally</td>
<td>NEDSF, Guwahati</td>
<td>Fr. Anil Joseph, Director</td>
</tr>
</tbody>
</table>
## 10. Staff capacitisation programmes

<table>
<thead>
<tr>
<th>Date</th>
<th>Venue</th>
<th>Programme</th>
<th>Organiser</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>16th - 21st</td>
<td>Indian Institute of Enterprises, Guwahati</td>
<td>6 days training in Post harvest management and agricultural Marketing</td>
<td>NERM company &amp; IIE</td>
<td>Mr. Bishnu Das, Mr. Pueln, Mr. Rupam, Miss Malathi &amp; Mr. Dinesh</td>
</tr>
<tr>
<td>September</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30th September -</td>
<td>Hotel Atithi, Guwahati</td>
<td>2 days training on Child Centred Community Based Disaster Risk Reduction</td>
<td>IAG Assam &amp; Save the Children, Assam</td>
<td>Mrs. Jaisy George</td>
</tr>
<tr>
<td>1st October</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7th - 9th October</td>
<td>NEDSF</td>
<td>3 days training on capacity building for GGSS field staff</td>
<td>GGSS</td>
<td>IDRT Field Animators</td>
</tr>
<tr>
<td>27th - 28th</td>
<td>Hotel Marigold, Hyderabad</td>
<td>National Skill Conference</td>
<td>FVTRS, Bangalore</td>
<td>Sr. Jessy Mathew</td>
</tr>
<tr>
<td>November</td>
<td></td>
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</tbody>
</table>

## GGSS Team

<table>
<thead>
<tr>
<th>No</th>
<th>Name</th>
<th>Designation</th>
<th>No</th>
<th>Name</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Fr. Anil Joseph</td>
<td>Director</td>
<td>35</td>
<td>Ms. Champa Timungpi</td>
<td>Alphabetization Centre Instructor</td>
</tr>
<tr>
<td>2</td>
<td>Sr. Jessy Mathew CHF</td>
<td>Administrator</td>
<td>36</td>
<td>Ms. Kusprina Marak</td>
<td>Alphabetization Centre Instructor</td>
</tr>
<tr>
<td>3</td>
<td>Mr. Prabin Minj</td>
<td>Coordinator</td>
<td>37</td>
<td>Mr. Prabin Sangma</td>
<td>Alphabetization Centre Instructor</td>
</tr>
<tr>
<td>4</td>
<td>Mr. Bishnu Das</td>
<td>Marketing Coordinator</td>
<td>38</td>
<td>Ms. Lucina Marak</td>
<td>Alphabetization Centre Instructor</td>
</tr>
<tr>
<td>5</td>
<td>Mr. Dipu Nath</td>
<td>Coordinator</td>
<td>39</td>
<td>Ms. Soonmoni Bordoloi</td>
<td>Alphabetization Centre Instructor</td>
</tr>
<tr>
<td>6</td>
<td>Mrs. Jaisy George</td>
<td>Coordinator</td>
<td>40</td>
<td>Ms. Bishitra Devi</td>
<td>Alphabetization Centre Instructor</td>
</tr>
<tr>
<td>7</td>
<td>Sr. Assunta Mumu SND</td>
<td>Documentation Officer</td>
<td>41</td>
<td>Ms. Sangeeta</td>
<td>Alphabetization Centre Instructor</td>
</tr>
<tr>
<td>8</td>
<td>Mr. Pulin Talukdar</td>
<td>Coordinator</td>
<td>42</td>
<td>Mr. Dharmendra</td>
<td>Alphabetization Centre Instructor</td>
</tr>
<tr>
<td>9</td>
<td>Mrs. Jaya Kakoti</td>
<td>Office Assistant</td>
<td>43</td>
<td>Mr. Tapon Mahanto</td>
<td>Alphabetization Centre Instructor</td>
</tr>
<tr>
<td>10</td>
<td>Mrs. Anjali</td>
<td>Support Staff</td>
<td></td>
<td></td>
<td>Vocational Trainer</td>
</tr>
<tr>
<td>11</td>
<td>Mr. Jermias Dhanwar</td>
<td>Driver</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Mr. Nirmal</td>
<td>Cluster Coordinator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Ms. Rijumoni</td>
<td>Cluster Coordinator</td>
<td></td>
<td></td>
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<tr>
<td>14</td>
<td>Mr. Sanjay</td>
<td>Cluster Coordinator</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>15</td>
<td>Mr. Bitupan Baishya</td>
<td>Cluster Coordinator</td>
<td></td>
<td></td>
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<tr>
<td>16</td>
<td>Sr. Prabha M.P.V</td>
<td>Field Animator</td>
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<tr>
<td>17</td>
<td>Sr. Jessy SMI</td>
<td>Field Animator</td>
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<tr>
<td>18</td>
<td>Mr. Polesh Sangma</td>
<td>Field Animator</td>
<td></td>
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<tr>
<td>19</td>
<td>Mr. Baneshwar Sarkar</td>
<td>Field Animator</td>
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<tr>
<td>20</td>
<td>Mr. Martin Singh</td>
<td>Field Animator</td>
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<tr>
<td>21</td>
<td>Mr. Surja K. Das</td>
<td>Field Animator</td>
<td></td>
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<tr>
<td>22</td>
<td>Mr. Shiva Pattar</td>
<td>Field Animator</td>
<td></td>
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<tr>
<td>23</td>
<td>Mr. Tapan Boro</td>
<td>Field Animator</td>
<td></td>
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<tr>
<td>24</td>
<td>Mr. Rupam Boro</td>
<td>Field Animator</td>
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</tr>
<tr>
<td>25</td>
<td>Ms. Rajini Tiekey</td>
<td>Field Animator</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>26</td>
<td>Mr. Bernabas Hembrom</td>
<td>Field Animator</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>27</td>
<td>Mr. Dinesh Lakra</td>
<td>Field Animator</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>28</td>
<td>Ms. Juliana</td>
<td>Field Animator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>Ms. Jacinta Amsong</td>
<td>Field Animator</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>30</td>
<td>Ms. Dilla Marak</td>
<td>Field Animator</td>
<td></td>
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</tr>
<tr>
<td>31</td>
<td>Mrs. Jeprina Sangma</td>
<td>Field Animator</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>32</td>
<td>Ms. Binita Ekka</td>
<td>Vocational Trainer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>Ms. Runa Samaddar</td>
<td>Alphabetization Centre Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Ms. Ghoneswary Gowala</td>
<td>Alphabetization Centre Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## VOLUNTEERS

<table>
<thead>
<tr>
<th>No</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Sr. Rose Jose DST</td>
</tr>
<tr>
<td>02</td>
<td>Sr. Smita ASMI</td>
</tr>
<tr>
<td>03</td>
<td>Sr. Anju FDJS</td>
</tr>
<tr>
<td>04</td>
<td>Miss Deepti</td>
</tr>
</tbody>
</table>
GUWAHATI GANA SEYA SOCIETY,
G.N.B. ROAD, AMBARI, GUWAHATI - ASSAM

BALANCE SHEET AS AT 31ST MARCH, 2013

LIABILITIES
GENERAL FUND
Opening Balance 967,827.46
Less : Deficit transferred from UE a/c 171,820.00
Add : Transferred from Project Fund 11,850.00
Closing Balance 795,857.46

PROJECT FUND
As per Schedule "A" 265,357.98
Total (Rs.) 1,063,215.44

SCHEDULE "C" OF SIGNIFICANT ACCOUNTING POLICIES & NOTES ON ACCOUNTS

FOR AND ON BEHALF OF GUWAHATI GANA SEYA SOCIETY,
PLACE: GUWAHATI
DATE: 02.03.2013

AS PER OUR REPORT OF EVEN DATE
FOR: H.K. AGRAWALA & ASSOCIATES
CHARTERED ACCOUNTANTS
MEMBERSHIP NO.-34476

GUWAHATI GANA SEYA SOCIETY,
G.N.B. ROAD, AMBARI, GUWAHATI - ASSAM

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2013

<table>
<thead>
<tr>
<th>TO</th>
<th>AMOUNT (Rs.)</th>
<th>FROM</th>
<th>AMOUNT (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash in Hand</td>
<td>148,240.40</td>
<td>Cash in Hand</td>
<td>498,354.00</td>
</tr>
<tr>
<td>* Donation &amp; Contribution</td>
<td>3,074,489.00</td>
<td>* Project Revenue</td>
<td>8,572.00</td>
</tr>
<tr>
<td>* General Revenue</td>
<td>5,140,266.00</td>
<td>* Other Income</td>
<td>15,200.00</td>
</tr>
<tr>
<td>* Bank Interest Received</td>
<td>44,200.00</td>
<td>* Closing Balance</td>
<td>121,857.46</td>
</tr>
<tr>
<td>* Balance of Surplus</td>
<td>24,700.00</td>
<td>Total (Rs.)</td>
<td>1,063,215.44</td>
</tr>
</tbody>
</table>

PAYMENTS

By Project Expenses 5,134,850.00
* Staff Salaries 78,200.00
* Vehicle Rent & Maintenance 40,350.00
* Mailing Expenses 6,644.00
* Electricity 600.00
* Computer Charges 17,214.00
* General Expenses & Maintenance 2,200.00
* Printing & Stationery 25,590.00
* Postage & Telegraph 4,420.00
* Travelling Expenses 17,852.00
* Audit Fees 11,236.00
* Medical Expenses 4,500.00
* Misc. Expenses 18,130.00
* Tax 2,000.00
* Insurance 17,000.00

Total (Rs.) 1,063,215.44

FOR AND ON BEHALF OF GUWAHATI GANA SEYA SOCIETY,
PLACE: GUWAHATI
DATE: 02.03.2013

AS PER OUR REPORT OF EVEN DATE
FOR: H.K. AGRAWALA & ASSOCIATES
CHARTERED ACCOUNTANTS
MEMBERSHIP NO.-34476

Guwahati
Thank You Dear Collaborators

Caritas India
FVTRS, Bangalore
Andheri Hilfe Bonn, Germany
Manos Unidas, Spain
NEDSSS, Guwahati
NABARD
Dept. of Agriculture
Krishi Vigyan Kendra
NIRD & SIRD
Dept. of Animal Husbandry & Veterinary Sciences
ASDMA & DDMA
CEE, Guwahati
Coir Board
NEDFi, Guwahati
IAG Assam

Operational Area

[Map showing various regions including Tezpur Diocese, Bongaigaon Diocese, Tezpur Archdiocese, etc.]