



ORIGINAL RESEARCH PAPER

Public Administration

ROLE OF CDPO IN CHILD WELFARE: A CASE STUDY OF SANGRUR DISTRICT

KEY WORDS:

Jiwan Jyoti

Ph.D Research Scholar Department of Public Administration, Punjabi University, Patiala (Punjab) India

ABSTRACT

Integrated Child Development Scheme (ICDS) was launched in 1975 on the 106th birthday of Mahatma Gandhi, the father of nation. The ICDS programme is multi-sectoral, world's largest and unique programme for early childhood care and development. The Child Development Project Officer is the key functionary of the scheme of Integrated Child Development Services (ICDS). He is responsible for the organization of services as also for administration and implementation of this scheme at the field level. The objective of the study to examine the role of Child Development Project Officer (CDPO) in ICDS programme in Sangrur District.

INTRODUCTION

After Independence Government of India is constantly making efforts to reduce the prevalence of malnutrition and launched many programmes for development and welfare of children. Though many programmes could not achieve expected results. In consonance with this, the Integrated Child Development Scheme (ICDS) was launched in 1975 on the 106th birthday of Mahatma Gandhi, the father of nation. The ICDS programme is multi-sectoral, world's largest and unique programme for early childhood care and development. The beneficiaries of ICDS programme are children in the age group of 0-6 years, pregnant and lactating women and women in the age group 15 to 45 years. The scheme is universal coverage. The ICDS programme providing packages of services are nutrition and health services for women in the age group of 15-45 years. Supplementary nutrition, health check-up and referral services, immunization for children in the age group of 0-6 years, pregnant and lactating mothers and Pre-school education for children in the age group of 3-6 years.

The objectives of ICDS programme are:

- i) To improve the nutritional and health status of children in the age group 0-6 years;
- ii) To lay the foundation for proper psychological, physical and social development of the child;
- iii) To reduce the incidence of mortality, morbidity, malnutrition and school dropouts;
- iv) To achieve effective co-ordination of policy and implementation amongst the various departments to promote child development;
- v) To enhance the capability of the mother to look after the normal health and nutritional needs of the child through proper nutrition and health education.

Child Development Project Officer (CDPO)

CDPO is the principal executive functionary of the ICDS team at the project level. He is in charge of the ICDS project and hold responsibility of implementing the programme and supervising day to day administration. He is responsible to send the Supplementary Nutrition and Pre-Schools services for beneficiaries to Anganwadi centres. CDPO is responsible to send the recipes of supplementary nutritional for beneficiaries to the anganwadi workers. The success or failure wholly depends on CDPO because he is responsible for implementation of scheme.

Job Responsibilities of CDPO

The Child Development Project Officer is the key functionary of the scheme of Integrated Child Development Services (ICDS). He is responsible for the organization of services as also for administration and implementation of this scheme at the field level. These CDPOs have to be suitably trained for their role which entails the following job responsibilities:

- 1. Be the principal executive functionary of the ICDS team at the project level. He will be in charge of the ICDS project and will hold responsibility of implementing the programme and supervising day to day administration.
- 2. Supervise and guide the work of the entire project team, including supervisors and anganwadi workers. For the purpose, he will undertake filed visits and call staff meetings periodically at the project office.
- 3. Help the aganwadi workers in initial stages in carrying out a quick and simple census survey of the project. On the basis of these survey reports, supplemented by his own collection of information, the CDPO will prepare a project report containing all the necessary and relevant baseline information.
- 4. Ensure the proper maintenance of registers and records both at the project and the anganwadi centre levels. He will inspect these records periodically.
- 5. Make necessary arrangements for procurement, transportation. Storage and distribution of various supplies indicated in the Integrated Child Development Services Programme. For this purpose, he will maintain necessary links with District and State Level Officials.
- 6. Ensure that all the equipment and material supplied for the ICDS programme are accounted for and used and maintained properly.
- 7. Act as the Convener of the Project Coordination Committee or Functional Committee. He will arrange meetings of the Committee, prepare agenda notes and record and minutes. He will take all necessary steps to ensure a coordinated implementation of project programmed and services.
- 8. Act as an integral part of the Block team. HE will arrange functional liaison with the Block-Headquarters, primary Health Centre, Panchayati Raj Institutions and voluntary organization functioning in the area.
- 9. Incur contingency expenditure on articles, material etc. required by the anganwadi workers and other project functionaries, and would act as the drawing an disbursing officer for the ICDS scheme, excluding the health inputs.
- 10. Make effort to obtain local community's involvement and participation in implementing ICDS programme and services. He will encourage the local community to contribute to the programme in terms of food supplies, buildings material and voluntary services etc.
- 11. Help the anganwadi workers informing and operation village level coordination committees. He will also help the anganwadi workers in establishing closer functional links with village level Mahila Mandals and Youth Club
- 12. Arrange educational programmes such as nutrition and hygiene demonstration with the help and assistance of other project level functionaries.
- 13. Be responsible for preparing and dispatching periodical progress reports to concerned higher officials. He will also furnish all information as and when required by State and Central ICDS Units.
- 14. Take all necessary measures for staff recruitment and

The Child Development Project Officer will:

development in the capacity of incharge ICDS team at the Block level. He will depute supervisors and anganwadi workers for training/orientation, as and when required.

- Undertake field visits periodically and will submit his monthly tour programme to higher officials. The tour programme should be chalked out in consultation with the Block Development Officers and Medical Incharge, PHC.

Additional responsibilities of CDPOs

- She/he will make efforts to arrange own building of anganwadi centres through Jawahar Rozgar Yojana (in rural areas) and Nehru Rozgar Yojana (in urban areas).
- He/she will co-ordinate with Urban Development Department to install smokeless chullas, sanitary latrines and water filters at AWCs in urban areas.
- He/she will co-ordinate with Rural Water Supply/PHE Department to install handpumps in those AWCs where no drinking water facility is available in the vicinity.
- He/she will help/co-ordinate with AWWs undertaking literacy classes of girls/women under National Adult Education programme (NAEP). She will also guide AWWs who will be associated in an annual village level educational survey of all households along with primary school teachers.
- He/she will remain in close contact with District Rehabilitation Centres (DRC) where referrals will be made by AWWs.
- He/she will AWWs to co-ordinate with DWCRA groups (in projects where DWCRA scheme is being implemented).
- He/she will co-ordinate with Food and Nutrition Units and Food and Nutrition Extension centres to arrange demonstrations on Nutrition and Health Education.
- He/she will ensure that each AWC is provided with a community growth chart which will filled up by supervisors every quarterly. She will also ensure that this growth chart is used for community education.
- He/she will ensure that new schemes like Mahila Samridhi Yojana and Rashtriya Mahila Kosh are implemented (where these are applicable).
- He/she will guide AWWs to involve Adolescent Girls in the activities of AWCs centres and services to be provided to them. She will also arrange training programme for Adolescent Girls at the sub block level.
- He/she will make arrangements for field placements of ICDS functionaries who undergo training like CDPOs, Supervisors and AWWs. He/she will also guide and supervise AWWs during second phase of field work for four months when they will work in their own AWWs.
- He/she will develop a Resource Centre in his office. Material on Pre-school Education, Health and Nutrition and Community Participation will be included in the library of the centre.

Recruitment

The Recruitment of Child Development Project Officer through direct and indirect methods. Direct method means recruitment through PPSC (Punjab Public Services Commission) exam and indirect method means recruitment through promotion.

Training of CDPOs

Training programmes of CDPOs are conducted by National Institute of Public Cooperation and Child Development (NIPCCD) and its regional centres. NIPCCD has four regional centres are Guwahati, Lakhnow, Bangalore, Indore. Training of CDPOs are shown table 4.1.

Table 1.1 Training of ICDS Functionaries

S. No.	Type of functionaries and Training	Training Institutes	Total duration	Working days	Batch size
1.	Induction training of CDPOs/ACDPOs	State Govt.	7	5	25

2.	Job training course for CDPOs/ACDOs	NIPCCD Head Quarters RC	30	26	25
3.	Refresher course for CDPOs/ACDPOs	NIPCCD Head Quarters RC	7	5	25

Source: *Compendium of Reading Material for CDPOs/ACPOs.*

Pre-School Education

Pre-School Education 3 to 6 years old children. It is child centered programme which follows the play way activities approach using toys, play equipments etc. which indigenous origin, inexpensive, built on local and cultural practices, using locally available material developed by an AWW. CDPOs are responsible for sending pre-school kits to Anganwadi centres. Items in the Pre-School Education kits are:

- Flash cards for storytelling.
- Models on pictures/picture books of animals, fruits, vegetables, parts of the body, pictures books.
- Building blocks- plastics or cards boards or wood.
- Stuffed toys.
- Dolls for role play.
- Colours, numbers, alphabet, matching cards.
- Stacking rings/shape towers.
- Balls.
- Threading boards/Beads & Wires.
- Kitchen sets.
- Wheel toys.
- Simple Puzzle etc.

The basic equipments required in an AWC is provided by State Government through CDPO which includes items for general use, indoor play equipments, kitchen equipments, bathroom equipment, supplies and material, pre-school education kits.

The basic equipments are:

- Small mats or durries.
- One closed shelf for storing equipment.
- One or two wooden racks.
- Low wooden chair and table for anganwadi worker.
- Weighing Machine.
- First aid box and medicines for common ailments.
- Files, registers and records.
- Mother and child protection card and growth chart registers.

Significance of the Study

CDPO is main official of Integrated Child Development Scheme (ICDS) in implementing at block level. CDPO is the backbone of ICDS programme. The success or failure wholly depends on CDPO because he is responsible for implementation of scheme. In this context, it is important to see whether CDPO's in Sangrur District are playing their role in accordance with their assigned function. Various problems faced by CDPO's were examined in the present study.

Scope of the Study

The scope of the present study includes the role of CDPO in ICDS scheme in Sangrur District of Punjab. All the CDPO's (10) are chosen from Sangrur District. The study was only confined to the working and perception on CDPO's in Sangrur District. Various problems faced by CDPO's in implementing ICDS schemes have been analysed. The information was collection in three months of period (October to December) in 2015.

Objectives

- To study the role of CDPO in implementation of ICDS in Sangrur District.

Methodology

Information for the study had been collected through both primary and secondary sources. Secondary sources include

books, journals, reports, websites etc. All the CDPO's from Sangrur District were selected for the study. Total numbers of CDPO's were ten. From the CDPO's information have been collected through questionnaire and interview and observation methods.

Profile of Respondents

All CDPOs (10) from Sangrur District are taken for this research. From ten CDPOs eight are female and two are male. Their work experience on present job is varied from two to ten years. Eight female CDPOs are come through indirect recruitment (promotion) and two male CDPOs are come through direct recruitment PPSC (Punjab Public Service Commission) exam. From ten CDPOs four CDPOs age between 50-58 years and six CDPOs age between 40-50 years.

1. Overburdened with work

Overburden means more pressure or load of the work on a person. Workload is not uncommon in today's workplace. Downsizing, fear of job security and an uncertain economy often prompt workers to accept or take on increasingly greater work responsibilities. Infact it can led to problems and circumstances that actually reduce the achievements. Overworked employees often face higher degrees of stress, which can impact output and led to physical and mental health problems. A stressed worker is not always focused or able to give complete attention to professional responsibilities. An employee tasked with an excessive workload may feel increasing pressure to perform tasks, resulting in emotional stressors including depression, as well as other physical problems.

CDPO has so much workload. When a person has so much load of work then he cannot do any work properly. The CDPO is the leader and co-ordinator of ICDS team at Project level. He has to supervise and guide the work of supervisor and Anganwadi worker through periodical field visits and staff meetings. But he has difficult to supervise or inspect Anganwadi centres in a periodical visits because under one person many Anganwadis are functioning (Sherpur-97, Ahmedgarh-224, Dhuri-152, Malerkotla-311, Sangrur-262).

Sherpur AWs visited by CDPO

- Not even once-91
- Once-06
- Twice-0
- More than two times-0

Ahmedgarh AWs visited by CDPO

- Not even once-0
- Once-0
- Twice-0
- More than two times-0

Dhuri AWs visited by CDPO

- Not even once-148
- Once-4
- Twice-0
- More than two times-0

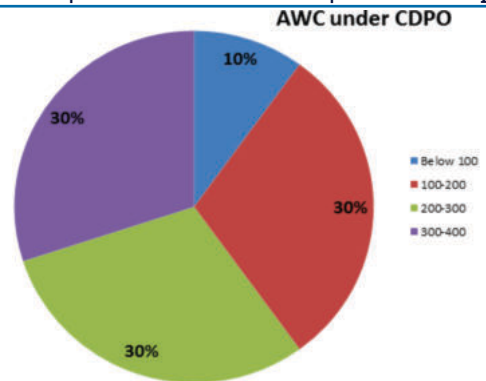
Malerkotla AWs visited by CDPO

- Not even once-314
- Once-4
- Twice-0
- More than two times-0

Sangrur AWs visited by CDPO

- Not even once-262
- Once-4
- Twice-0
- More than two times-0

All the CDPO's felt that their job is full of stress. It adversely affects their performance at job.

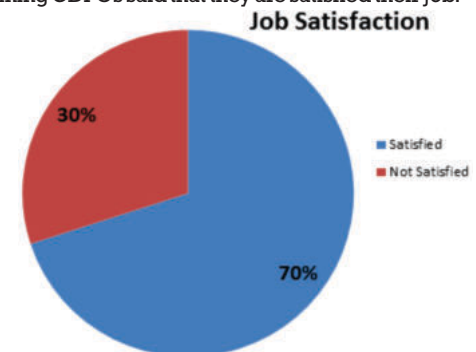


2. Maintanance of Registers

CDPOs spending lot of time in maintaining registers and records than the ICDS scheme because CDPO is responsible for dispatching periodical reports to higher officials. All CDPOs said that they are more busy in the maintaining registers work. They have left with less time for child welfare activities or ICDS project.

3. Satisfaction

Satisfaction is the act of fulfilling a need, desire, or appetite or feeling gained from such fulfillments. Job satisfaction is the degree to which individual feels positively or negatively about their jobs. Or job satisfaction refers to how well a job provides fulfillment of a need or want, or how well it serves as a source or means of enjoyment. Balance between job and personal life should be there so that both can independently move without inference of each other. The balance can be attained by decreasing the workload of employee so that working hours are quite enough to accomplish his work. 70% CDPOs said that their job effects their personal life because they have so much workload. If one CDPO going on holiday then his office charge given to other CDPO. At that time CDPO has difficult to handle the double charges. So that their job is full of stress. They do not give the time to their family. But remaining CDPOs said that they are satisfied their job.



4. Lack of Proper Infrastructure

To make the successful implementation of policy/ programmes the need for proper infrastructure is must. The proper infrastructure aid personnel to work in better way. All the CDPOs reported that they have lack of proper infrastructure facilities which includes temporary/rented their office, inadequate water and sanitation facility. Lack of airconditioning facilities. Due to conjusted offices they are facing many problems like

- Disturbance to CDPOs by other employees during his work hours.
- During the conduction of meetings with AWWs because under one CDPO many AWWs are functioning.

5. Lack of staff

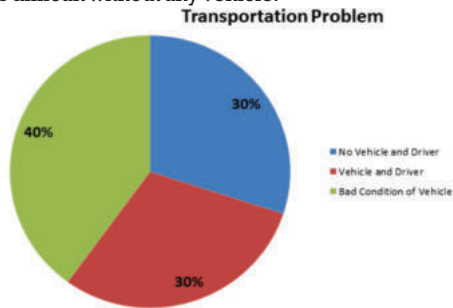
Lack of staff is the major problem for downgrading the performance of CDPO. All the CDPOs reported that they have lack of staff. Due to lack of staff they are suffer from workload. Due to problem of work the chances of timely and efficiently completion of work downgrades. The formulation of

policy/programme for child welfare in work load will not profitable for long run. Due to workload they do not focus on other problems. All CDPOs reported that they have lack of staff.

6. Transportation Problems

CDPOs have no proper facility of transportation. Vehicle is very necessary for the post of CDPO. 30% CDPOs reported that they have no vehicle and driver but 30% CDPOs has vehicle and driver and remaining CDPOs said that they have vehicle and driver but the condition of vehicle is not good. Due to the problem of vehicle CDPOs facing many problems in the working of ICDS and child welfare programmes like:

- Visits of AWCs.
- Delivery of rations and other things to AWCs etc.
- It is difficult without any vehicle.



7. Co-operation

Timely and regular co-operation from the staff with in the department is necessary to make the programme effective. Regular, monthly meetings take place at the District and project level for the purpose of co-ordination and co-operation from the departmental staff. All the CDPOs replied that they get proper co-operation from their staff to implement child welfare programme.

8. Main Functionary

CDPO act as an integral part of the Block team. He arranges functional liaison with the Block-Headquarters, Primary Health Centre, Panchayati Raj Institutions and voluntary organisations functioning in the area but all the respondents reported that no joint meetings of health and non health staff has been organized by them.

9. Training of CDPOs

National Institute of Public Cooperation and Child Development established in 1966 in New Delhi under Societies Registration Act of 1860, it functions under the aegis of Ministry of Women and Child Development. It is autonomous organization. The institute established its four regional centres at Guwahati (1978), Bangalore (1980), Lucknow (1982), Indore (2001). It is a premier organization on devoted to promotion of voluntary action research, training and documentation in the overall domain of women and child development. NIPCCD and its regional centres for training of CDPOs/ACDPOs and trainers of Middle Level Training Centres (MLTCs). NIPCCD also conducts several skill development training programmes. National Institute of Public Cooperation and Child Development organizes different orientations for the CDPO. All the CDPOs said that time to time their knowledge has been updated through various training programmes to implement child welfare programme.

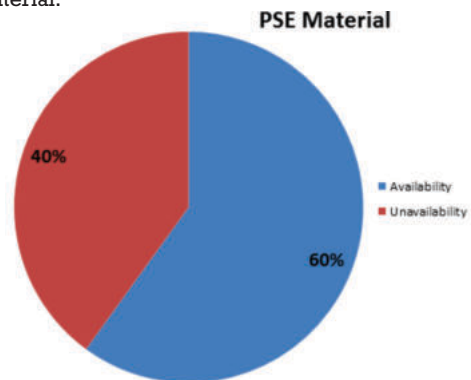
10. Political Interference

Political interference means the interference of political leaders in the work of administration. All the CDPOs reported that political interference in their work creates problem in their proper functioning as they are hurdle in their work. The officers want to work with freedom but unwillingly they have to work under politicians. Because more power in the hands of politicians. Due to political interference ICDS projects do not prove fruitful and fulfill their objectives.

11. Pre-School Education

Pre-School Education programme for 3 to 6 years old children. It is child centered programme which follows the play way activities approach using toys, play equipments etc. which indigenous origin, inexpensive, built on local and cultural practices, using locally available material developed by an AWW. CDPOs are responsible for sending pre-school kits to Anganwadi centres. Items in the Pre-School Education kits are:

- Flash cards for story telling.
- Models on pictures/picture books of animals, fruits, vegetables, parts of the body, pictures books.
- Building blocks- plastics or cards boards or wood.
- Stuffed toys.
- Dools for role play.
- Colours, numbers, alphabet, matching cards.
- Stacking rings/shape towers.
- Balls.
- Threading boards/Beads&Wires.
- Kitchen sets.
- Wheel toys.
- Simple Puzzle etc.
- 40% CDPOs reported that unavailability of the PSE material.



12. Lack of Funds

Prior to 2005-06, providing of Supplementary nutrition was the responsibility of the States and administrative cost was provided by the Government of India as 100% central assistance. The nutrition costs were meager and coverage of the programme in all villages/habitations was also limited and not universal. Since many States were not providing adequately for supplementary nutrition in view of resource constraints, it was decided in 2005-06 to support the States/UTs to 50% of the financial norms or to support 50% of expenditure incurred by them on supplementary nutrition, whichever is less. Since 2009-10, Government of India has modified the sharing pattern of the ICDS Scheme between the Centre and States. The sharing pattern of supplementary nutrition in respect of North-Eastern States between Centre and States has been changed from 50:50 to 90:10 ratios. In respect of other States/UTs, the existing sharing pattern respect of supplementary nutrition i.e., 50:50 continues. Under recently approved strengthened and restructured ICDS scheme, the cost ratio for some existing and new components have been kept at 90:10 and 75:25 respectively. All CDPOs reported that the lack of funds. The attainments of goals of ICDS are impossible due to lack of funds.

Main Findings of the Study

1. Under one CDPO many Anganwadi centre's are functioning.
2. Their job is full of stress.
3. They organize no joint meetings of health and non health staff.
4. CDPO's get proper co-operation from their staff to implement child welfare programmes.
5. Lack of infrastructure, staff, finances and transportation facilities.
6. Their knowledge has been updated through various

- training programmes.
7. They are busy in maintaining registers and records than other functions.
 8. Political interference in their work.

Suggestions

1. Most of the CDPO's come through the indirect recruitment. 50% of posts should be filled by Punjab Public service Commission (exam) and remaining 50% through promotion.
2. Proper infrastructure facilities should be provided to the CDPO's to implement ICDS. Because it will reduce the interference of staff members among each other's work and will lead to more concentration on their work during working hours.
3. More vacancies should be created to minimize the CDPO's work stress. Because they are overburdened with work.
4. They should have technical knowledge to deal with large amount of data in managed way. This possible by proper knowledge of computer system and other related software's. In turn this would help them in maintaining the registers and records in less time.
5. Political interference should be minimized because political interference ICDS projects do not prove fruitful and fulfill their objectives.
6. There is a need to make it mandatory for regular visits to Anganwari Centres on some rationale basis rather than on selective basis.
7. Joint meetings health and non-health staff should be organized to uncover the weakness in the system to solve the problems and update existing programmes.

27. Singh, Dolly, Child Rights and Social Wrongs: Analysis of Contemporary Realities, Vol.3, Kanishka Publishers, New Delhi, 2001.
28. Singh, Dolly, Violations of Child Rights: Initiatives and Institutions for Reforms, Vol. II, 2001.
29. Sinha, M.K., Rights of the Child, Manak Publications, New Delhi, 1991.
30. **Reports**
31. Annual Report 2013-14, Ministry of Women and Child Development, Government of India, New Delhi.
32. Annual Report, 2011-12, Ministry of Women and Child Development, Government of India, New Delhi.
33. Annual Report, 2012-13, Ministry of Women and Child development, Government of India, New Delhi.
34. Annual Report, 2014-15, Ministry of Women and child Development, Government of India, New Delhi.
35. Compendium of Reading Material for CDPOs, National Institute of Public cooperation and Child Development, New Delhi.
36. Fourteenth Report of Public Accounts Committee, 2014-15.
37. Job Responsibilities of Various Functionaries at the Project and State Levels, National Institute of public Cooperation and Child Development, New Delhi.
38. Report, National Institute of Public Cooperation and Child Development, New Delhi.
39. **Websites**
40. www.iapsmupuk.org
41. www.nipccd.nic.in
42. www.vikaspedia.in/health/nrhm.programmes
43. www.childline.org.in
44. www.planningcommission.nic.in
45. www.niti.gov.in
46. www.childlineindia.org/in/Reproductive-and-child-health.htm
47. www.childline.org.in/National-child-labour-project.htm
48. <http://www.muzaffarnagar.nic.in/cdpo.htm>
49. <http://wcd.nic.in>
50. hnipced.ni.in
51. socialwelfare.gov.in
52. **News Papers**
53. Dianik Bhaskar, Chandigarh
54. Indian Express, Chandigarh
55. The Hindustan Times, New Delhi
56. The Spokesman, weekly, New Delhi
57. The Tribune, Chandigarh
58. Yojna

REFERENCES

Books

1. Bakshi, S.R. and Kiranbala, Child Welfare and Development, Deep and Deep Publications, New Delhi, 2000.
2. Bhattacharya Sanjay, Social Work Administration and Development, Rawat Publication Jaipur, 2006.
3. Chaturvedi T.N. (ed.), Administration of Child Welfare, Health, Nutrition and Early Childhood Education, Vol.2, Anmol Publications, New Delhi, 1998.
4. Chaturvedi, T.N., Administration for Child Welfare, Indian Institute of public Administration, 1979.
5. Chowdhry D. Paul, Child Welfare Manual, Ral Lal Pury of Atma Ram & Sons Publishers, 1963.
6. Devi, Laxmi, Policies and Programmes Related to Child Development, Anmol Publications, New Delhi, 1998.
7. Dutt, Suresh, The Child Personality Development, Anmol Publications, New Delhi, 1998.
8. Gaur, Mahendra, The Child Protection-A Fiction, Alfa Publications, New Delhi, 2008.
9. Chose, S., Integrated Child Development Programme, Indian Paediatrics, 1997.
10. Goel, S.L., Social Welfare Administration: Organization and Working, Vol.2, Deep and Deep Publication, New Delhi.
11. Gokhale D., Sharad and Shoni K., Neera, Child in India, Somaiya Publication Bombay, New Delhi, 1979.
12. Imotemsu, A. O., Changing Dimensions of Social Work, Jnanda Prakashan, New Delhi.
13. Jha Kumar Jainendra, Encyclopedia of Social Work, Series Social Welfare and Social Work, Anmol Publication, New Delhi, 2000.
14. Kumar R., Child Development in India: Health Welfare and Management, Ashish Publishing House, New Delhi, 1988.
15. Kumar, Anil, 'Social Welfare programmes Under Five Year Plan', Social Policy and Administration in India, M.D. Publishing, new Delhi, 1996.
16. Kumar, R., Child Development, Vol. I, APH Publishing Corporation, New Delhi, 2012.
17. Mamata, T. and Sarada, D., Child Rights, Discovery Publishing House, New Delhi, 2009.
18. Rajni, N., and Sarada, Child Rights and Young Lives, Discovery Publishing House, New Delhi, 2009.
19. Rao, M. Koteswara rao, Exploited Children, Anushka Publishers, New Delhi, 2000.
20. Rao. V.K., Khurshid-ue-Islams, Early Childhood Care and Education, Commonwealth Publishers, New Delhi, 1997.
21. Rattan, Vijay, Women and Child Development, Vol. II, S. Chand and Company Ltd, New Delhi, 2000.
22. Sachdeva, D.R., Social Welfare Administration in India, Kitab Mahal Publishers, Allahabad, 2013.
23. Singh, A.N., Child Welfare Policy and Programme in India, M.D. Publication, New Delhi, 1996.
24. Singh, Dolly, Child Development Issues, Policies and Programmes, Vol.3, Kanishka Publishers, New Delhi, 1995.
25. Singh, Dolly, Child Development Issues, Policies and programmes, Vol.2, Kanishka Publishers, New Delhi, 1995.
26. Singh, Dolly, Child Rights and Social Wrongs, Vol. I, Kanishka Publishers, New Delhi, 2001.