

Establishment of Administrative Units- SMMU/CMMU: Process Overview

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NULM Mission

- The objective of the mission is to reduce poverty and vulnerability of the urban poor households by enabling them to :
 - Access gainful self employment and skilled wage employment opportunities,
 - Through building strong grassroots level institutions of the poor.
- The mission would also aim at providing shelters equipped with essential services to the urban homeless in a phased manner.
- In addition, the Mission would also address livelihood concerns of the urban street vendors by facilitating access to suitable spaces, institutional credit, social security and skills to the urban street vendors for accessing emerging market opportunities.

Components of NULM

- **Capacity Building and Training (CB&T)**
- Social Mobilization and Institution Development (SM&ID)
- Employment through Skills Training and Placement (EST&P)
- Self Employment Programme (SEP)
- Support to Urban Street Vendors (SUSV)
- Scheme of Shelter for the Urban Homeless

Capacity Building and Training (CB&T)

- The objective of this component is to transform the role of the Ministry of Housing & Urban Poverty Alleviation and State Agencies who are in-charge of urban poverty alleviation into providers of high quality technical assistance at Central, State and City levels to roll out and implementation of NULM in the fields of urban livelihoods promotion and urban poverty alleviation.
- This component will be used for training and capacity building of the technical resource persons of the MMUs at National, State and City level.
- The component will be implemented by national, state and city resources centres/agencies including civil society organizations, and Mission Management Units at various levels.

- The ceiling amount that can be used for capacity building and training at the Central/State/City level will be Rs.7,500 per trainee on an average.
- Part of the amount can be used for community-to-community learning/exposure and immersion visits of members of the **MMUs** and programme-related personnel.
- Resource Centers / institutions / agencies will be empanelled through a transparent process for the purpose of imparting training as per guidelines.

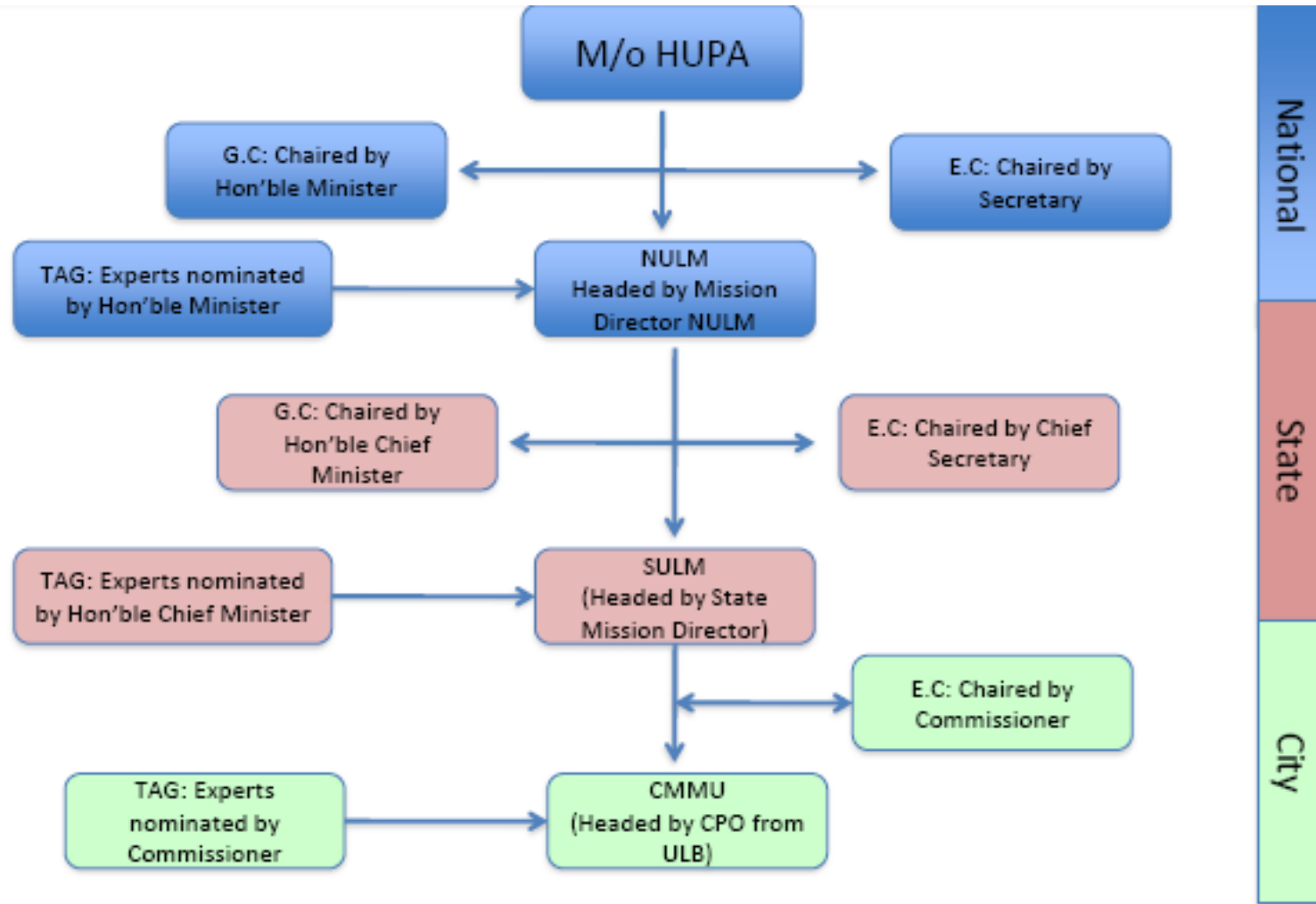
Mission Management Units (MMUs)

- Mission Management Units (MMUs) will be established at the Centre, States and in NULM mission cities with dedicated technical support as follows:

Mission Management Unit	No. of Technical Staff per unit
NMMU	10
SMMU-Big States	6
SMMU-Small States	4
CMMU-DHQ towns (Below 1 lakh population) and small towns (between 1 and 3 lakh population)	2
CMMU-Medium towns (Between 3 and 5 lakh population)	3
CMMU-Large towns (Greater than 5 lakh population)	4
Community Organizers	1 CO per 3000 urban poor families

- The funding support for SMMU and CMMU will be available only for five years.
- It is expected that during this period, states will create and establish their municipal cadres for sustained implementation of NULM and other urban poverty alleviation programmes.

NULM Administrative set up



NULM Administration and Mission Structure

- The National Urban Livelihoods Mission will have a three-tier interdependent structure.
- At the apex of the structure will be the National Mission Management Unit (NMMU), under the Ministry of Housing & Urban Poverty Alleviation, Government of India as an independent society under the charge of a Mission Director reporting to Secretary, Housing & Urban Poverty Alleviation.
- Till such time an independent society is set up, NULM will operate as a programme of Ministry of Housing & Urban Poverty Alleviation with a dedicated staffing structure.

At the State level, there will be State Mission Management Unit (SMMU) under an independent society headed by a Mission Director reporting to the Secretariat Department dealing with Municipalities, which is responsible for implementing skill development/ employment/livelihoods promotion programmes.

At the city level, a City Mission Management Unit (CMMU) will be established in all NULM Cities to work under the overall guidance of the SMMU.

Technical Advisory Groups (TAGs)

- Technical Advisory Groups (TAGs) at the national, state, and city levels will be established which will consist of experts in **skills and livelihoods, financial inclusion, social mobilization, capacity building, representatives from industry associations, etc.**
- The members of National TAG for NULM and Chairperson will be nominated by Minister (HUPA)
- Members and Chairperson of the State TAG will be decided by the Chief Minister of the State/Administrator of the UT concerned and will include two nominations from Ministry of Housing & Urban Poverty Alleviation.
- Suitable guidelines will be issued by the State/UT concerned for the formation of City TAGs for NULM.

- NULM will have a Governing Council (GC) chaired by the Minister for Housing & Urban Poverty Alleviation and an Executive Committee (EC) chaired by the Secretary, Housing & Urban Poverty Alleviation.
- The GC will be the policy-making body setting overall vision and direction to the Mission, consistent with the national objectives.
- It will lay down priorities and review overall progress and development of the Mission.

Composition of the Governing Council

Sl No.	Designation	Membership
1.	Minister, Housing & Urban Poverty Alleviation	Chairperson
2-4.	State Ministers of UD / LSG / MA on a rotation basis (x3) nominated by Chairperson	Members
5.	Member (Urban Development), Planning Commission	Member
6.	Member (Labour & Employment), Planning Commission	Member
7.	Secretary, Urban Development	Member
8.	Secretary, Rural Development	Member
9.	Secretary, Human Resource Development	Member

Sl No.	Designation	Membership
10.	Secretary, Labour & Employment	Member
11.	Secretary, Micro, Small & Medium Enterprises	Member
12.	Secretary, Women and Child Development	Member
13.	Secretary, Social Justice & Empowerment	Member
14.	Adviser to Prime Minister in charge of Skill Development	Member
15.	Deputy Governor, Reserve Bank of India in charge of Banking Affairs	Member
16.	Chairperson of the Board, National Skills Development Corporation	Member
17-19	Eminent Livelihood Expert/Civil Society/Industry Representatives (x3) nominated by the Chairperson	Members
20	Secretary (HUPA)	Member-Convenor
21	Any other member(s) co-opted by the Chairperson	Member(s)

Executive Committee (EC)

- The Executive Committee (EC) will be constituted under the chairpersonship of Secretary, Ministry of Housing and Urban Poverty Alleviation, GoI, **to oversee the activities of the Mission.**
- The EC will ensure smooth functional linkages between different missions, departments and institutions through its constitution.
- The Chairperson of the EC may nominate additional members to the Committee as per requirement.

Composition of the Executive Committee

Sl. No.	Designation	Membership
1.	Secretary, Housing & Urban Poverty Alleviation	Chairperson
2.	Secretary, Urban Development or his nominee	Member
3.	Secretary, Financial Services, M/o Finance or his nominee	Member
4.	Deputy Governor, RBI or his nominee	Member
5.	Chairman, Indian Banks Association	Member
6.	Secretary, Rural Development or nominee	Member
7.	Secretary, Labour & Employment or nominee	Member
8.	Secretary, Micro, Small & Medium Enterprises or nominee	Member
9.	Secretary, Department of School Education or nominee	Member
10.	Secretary, Women and Child Development or nominee	Member
11.	Secretary, Social Justice & Empowerment or nominee	Member
12-13.	Senior Advisors (UD) & (LEM), Planning Commission	Members
14.	Mission Director (JNNURM), Ministry of Housing & Urban Poverty Alleviation	Member
15.	Joint Secretary & Financial Adviser, Ministry of Housing & Urban Poverty Alleviation	Member
16-17.	State Secretaries of UD / LSG / MA on a rotation basis (x3)	Members
18.	CEO, National Skills Development Corporation	Member

Sl. No.	Designation	Membership
19-20.	Eminent Livelihood Experts/Civil Society Representatives (x2) as nominated by Minister, Housing & Urban Poverty Alleviation	Members
21-23	Municipal Commissioners (x3) on a rotation basis nominated by the Chairperson	Members
24.	Mission Director (NULM, Ministry of Housing & Urban Poverty Alleviation)	Member-Convenor
25.	Any other member(s) co-opted by the Chairperson	Member(s)

National Mission Management Unit (NMMU)

- NULM will be set up as an independent society supported by a ‘National Mission Management Unit (NMMU)’.
- This unit will function under the overall supervision of the Mission Director.
- The Mission Director will be supported by **two Directors, 4 Under Secretaries, 5 Section Officers and 6 Assistants, other subordinate staff and a technical support team with at least 10 technical experts.**

Key Roles of NMMU

- The NMMU's tasks will be to :
 - Facilitate the setting up of SMMUs and CMMUs with adequate staffing
 - Provide support in preparing the Perspective Plans (State Urban Poverty Reduction Strategy) and City Livelihood Development Plans,
 - Preparation of guidelines under NULM
 - Oversee the implementation of NULM
 - Facilitation of the creation of shelters for urban homeless and liaise with other Missions/ Ministries/Departments/ Industry associations to explore areas for convergent action at the national, state and city levels.

State Mission Management Unit (SMMU)

- The implementation of National Urban Livelihoods Mission at the State level will be managed by a two-tier structure
 - A Governing Council chaired by the Chief Minister of the State
 - An Executive Committee chaired by the Chief Secretary of the State
- The State Urban Livelihoods Mission will be **set up as a society** and will be supported by a State Mission Management Unit (SMMU) **to oversee the implementation of the Mission and other poverty alleviation programmes in the State.**
- The SMMU will be headed by a State Mission Director (SMD) who will be assisted by at least **4 Project Officers** in charge of skills and livelihood, micro-enterprises, capacity building and finance & administration.

Composition of the Governing Council at State

<u>No.</u>	<u>Designation</u>	<u>Membership</u>
1.	Chief Minister	Chair
2.	Finance Minister	Vice-Chair
3	Minister, Urban Development / LSG / Municipal Affairs/Administration – in charge of Urban Local Bodies	Member
4.	Minister, Rural Development	Member
5.	Minister, Labour & Employment	Member
6.	Minister, Industry	Member
7.	Minister, Health	Member
8.	Minister, Technical Education	Member
9.	Chief Secretary	Member
10.	State Lead Bank Officer	Member
11.	Representative of M/o HUPA, Gol	Member
12-13	Representatives of ULBs – Mayors/Chairpersons (2)	Members
14-16	Livelihood Experts/Civil Society/Industry Representatives (3)	Members
17	Secretary/Principal Secretary in charge of NULM	Member-Convenor
18	Any other member(s) co-opted by the Chair	Member

Composition of Executive Committee at State

No.	Designation	Membership
1.	Chief Secretary	Chairman
2.	Secretary/Principal Secretary i/c of Urban Local Bodies	Member
3.	Secretary/Principal Secretary i/c of Urban Development/Housing	Member
4.	Secretary, Finance	Member
5.	Secretary, Rural Development	Member
6.	Secretary, Labour & Employment	Member
7.	Secretary, Social Welfare	Member
8.	Secretary, Health & Family Welfare	Member
9.	Secretary, Public Works Department	Member
10.	Secretary, Food & Civil Supplies	Member
11.	Secretary Social Justice & Empowerment	Member
12.	Secretary in charge of Primary Education	Member
13.	State Lead Bank Officer and Head of another Nationalised Bank	Members
14.	State Representative of RBI	Member
15.	Industry Representative	Member
16.	Representatives of SHGs/Federations (3)	Members
17.	State Mission Director, NRLM	Member
18.	State Officer in charge of Technical Education / Labour/Industry	Member
19.	Representative of M/o HUPA	Member
20.	State Mission Director, NULM	Member-Convenor
21.	Any other member(s) co-opted by the Chair	Member

Key roles of SMMU

- To facilitate implementation of NULM in the state through ULBs
- To facilitate establishment of CMMUs
- To provide professional and technical inputs on the components of NULM
- To coordinate and develop convergence with other missions and programmes in the state
- To organize state level capacity building programmes to the staff
- To document the progress and process of implementation of NULM

- The SMMU will have a dedicated MIS Cell to undertake online monitoring.
- The SMMU will coordinate with programme management units for JNNURM and RAY to ensure convergence of programmes.
- The SMMU will have the responsibility to ensure collaboration among various line Departments of the State Government to facilitate convergence of activities to derive optimal benefits from NULM and other programmes.
- It will use the services of national, regional and state resource institutions for the effective implementation of different components of the Mission's programmes and will also ensure proper coordination with the city level units of NULM.

SMMU positions

–State Mission Managers

- Social Mobilization and Institution Development
- Shelters and Social Infrastructure
- Skills and Livelihoods
- Financial Inclusion & Micro Enterprises
- MIS & ME
- HR & Capacity Building

–Post graduates with 5 years or Graduates with 8 years

–Remuneration – Maximum Rs. 75,000 per month

City Mission Management Unit (CMMU)

- At the city level, NULM will be managed by an Executive Committee chaired by the Municipal Commissioner.
- The composition of the EC will be as follows:

Sl No.	Designation	Membership
1.	Municipal Commissioner	Chairperson
2.	Officer in charge of NRLM	Member
3.	Officer in charge of Industry	Member
4.	Officer in charge of Modular Employable Skills	Member
5.	Chief Medical Officer	Member
6.	District Social Welfare Officer	Member
7.	Senior-most CE / SE / EE of PWD posted at the district	Member
8.	Senior-most district-level officer responsible for primary / secondary education	Member
9.	District Supply Officer	Member
10-11	Representatives of Banks (2)	Members
12-13	Representatives of SHGs/Federations (2)	Members
14	City Project Officer, NULM	Member-Convenor
15	Any other member(s) co-opted by the Chairperson	Member(s)

- A dedicated unit City Mission Management Unit (CMMU) will be managed by a City Project Officer (CPO).
- The CPO will be of the rank of a Deputy Municipal Commissioner/Executive Officer and will be assisted **by one or more Assistant Project Officers (APOs)** and a team of functional specialists in the fields of **social mobilization, institution and capacity building, micro finance, livelihoods/micro enterprises.**
- In metropolitan cities, the CPO will be assisted by at least two Assistant Project Officers (APO).

- The functional specialists will be appointed on contractual basis and will undertake activities in the respective fields under the leadership of City Project Officer.
- The CMMU will be linked to the community structures in the cities.
- The Community Organizers (COs) will be hired by the CMMU to facilitate this linkage.
- Each CO will cover at least 3,000 urban poor families.

CMMU positions

–Managers

- Social Development & Infrastructure
- Skills and Livelihoods
- Financial Inclusion & Micro Enterprises
- MIS & ME

–Post graduates with 3 years or Graduates with 6 years

–Remuneration - Maximum Rs. 60,000 per month

- COs – 1 per 3000 urban poor families
- 10+ 2 qualification
- Preference for experienced candidates
- Remuneration – maximum Rs. 10,000 per month

Process of Establishment of CMMU/ SMMU

- Two options for SULM
 - Direct recruitment or appointment of agency
- If through Agency
 - Preparation of RfP and TOR for agency
 - Advertisement of RfP
 - Appointment of agency
- Advertisement for technical experts
- Committee for selection of experts
- Appointment of experts

Monitoring & Evaluation

- States / UTs will be required to send in Monthly Progress Reports (MPRs) /Quarterly Progress Reports (QPRs) in prescribed formats with regard to targets and achievements.
- Apart from MPRs/ QPRs, the Mission Directorate, NULM may prescribe other progress reports as may be considered appropriate from time to time.
- The States / UTs will establish suitable monitoring mechanisms and monthly reporting from the CMMUs regarding the progress of various components of NULM.
- Given the geographic scale and magnitude of the resources and activities to be supported by NULM, a comprehensive and robust IT enabled NULM MIS would be established for tracking of targets and achievements.

- States / UTs will be required to submit progress reports online.
- The monitoring activities will include, but not be limited to, third party evaluation, impact evaluation studies and social audit, etc.
- The evaluation of the mission will be undertaken during the course of its implementation to effect mid-term corrections and align the scheme on the achievement of its key objectives.
- The cost for these activities will be met under the A&OE component of NULM.

Thank You

Please feel free to any query