



Government of Jammu and Kashmir
Social Welfare Department
Civil Secretariat

Subject:- Norms of Identification of Anganwadi Centres and selection of Anganwadi Workers/Helpers.

Government Order No. 283 -SW of 2017

D a t e : 07 - 09 - 2017

In supersession of all previous orders issued on the subject, following criterion is hereby fixed/prescribed for making selection of Anganwadi Workers/Anganwadi Helpers:-

1. Unit for Selection of Anganwadi Workers/helpers and identification of location of Anganwadi Centres.

- a) Revenue village shall be adopted as a unit for selection of Anganwadi Worker.
- b) Ward of the village conforming to the laid down criterion of population/child population as may be prescribed from time to time shall be the guiding principle in the expansion programme of Anganwadi Centers.
- c) Ward for purposes of setting up of Anganwadi Centres shall be any habitation of the village comprising of households visibly demarcated by some geographical boundary having a population and other conditions precedent as prescribed by the norms under ICDS.

2. Criteria for selection of Anganwadi Worker:

- a) Female candidate in the age group of 18 to 44 years. The age, however, shall be reckoned on the first day of the calendar year in which the selection is made.
- b) The candidate should be the permanent resident of the J&K State.
- c) Minimum qualification for Anganwadi Worker shall be Matriculate and in case no matriculate candidate is available in village/ward, Middle passed candidate shall

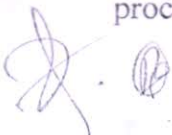
be considered, under exceptional circumstances, which would require approval of State Mission Director, ICDS.

- d) In case of areas with predominant population of reserved categories, no qualification bar shall apply, in case of non-availability of eligible candidate in such village/ward.
- e) The candidate should belong to the ward where the Anganwadi Centre is located. If a suitable candidate is not available in that ward, the candidate should be selected from the Revenue Village of which the said ward is a part. Likewise, if no suitable candidate in that Revenue Village is also available, a candidate from the adjoining revenue Village shall be selected on the basis of inter-se-merit.
- f) Weightage shall be given to the viva-voce and academic qualification as per break-up given below:
 - i) Matriculation - 70 points
 - ii) 10 + 2 - 20 points
 - iii) Graduation - 10 points

The weightage to the academic merit however shall be given on pro rata basis. However, Anganwadi Helper/Helper to Supervisor applying for the post of Anganwadi Worker shall be given additional weightage in the following manner:-

1. Anganwadi Helper - 12 points
2. Helper to Supervisor - 08 points

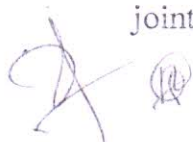
- g) The selection of the candidate for Anganwadi Worker shall be strictly on the basis of merit in light of Para (f) here-in-above.
- h) In a situation where there is a tie-up between eligible daughter-in-law or unmarried girl of the concerned Revenue Village, preference shall be given to daughter-in-law.
- i) Wherever any vacancy of Anganwadi Worker arises due to the resignation, promotion, or for any other reason other than death of the Worker, the same shall be filled up from amongst the Helpers of the village/ward subject to Helper possessing a minimum qualification of matriculation and experience of not less than 10 years at the time of accruing of vacancy.
- j) Wherever any Helper is not eligible for engagement as Anganwadi Worker as envisaged in Para (i) hereto above, vacancy shall be advertised and filled as per procedure laid down for the general selection.



- k) Wherever any Anganwadi Worker dies in harness, one of her family member possessing minimum prescribed qualification shall be engaged against the vacant slot. In case, however no family member is eligible for engagement as Worker, the slot shall be filled up as per procedure laid down in the general selection.

3. Criteria for selection of Anganwadi Helper:

- a. The selection of Helper shall be restricted to the village/ward where Anganwadi Centre is located.
- b. The candidate shall be in the age group of 18 to 45 years.
- c. The candidate should be the permanent resident of the J&K State.
- d. Minimum qualification for Anganwadi Helper shall be Middle pass. In case no Middle pass candidate is available, candidates with lesser qualification shall be considered, in case of non-availability of eligible candidate in the village/ward.
- e. Preference shall be given to the candidates from BPL category in following order of priority:
- i) Widow
 - ii) Divorcee
 - iii) Orphan
 - iv) Any candidate from amongst poorest of the poor in the Revenue Village/Ward.
- f. The candidate considered for Anganwadi Helper should have sufficient accommodation with proper sanitation available to be exclusively used for running the Anganwadi Centre, where Government run Anganwadi Centre is not available.
- g. In case of a tie-up for selection of Anganwadi Helper, preference shall be given to the "Most deserving" among the deserving candidates.
- h. Concerned Village Level Council shall be empowered to authenticate the residential testimonials of the Helper applying/identified for the post of Helper.
- i. The family of the purpose of engagement of Anganwadi Worker/Anganwadi Helper in case of death in harness means unmarried daughter/unmarried adopted daughter/unmarried sister/unmarried adopted sister of the deceased Anganwadi Workers/Helpers dependent on the deceased workers/helpers but residing in a joint family and subject to possession of the requisite qualification.



- j. The Mission Director, ICDS shall outsource the recruitment process through reliable agency.
- k. On receipt of the merit list, appointment orders shall be issued at Directorate level.

4. Appeal:

Wherever anybody feels aggrieved with the selection of Anganwadi Worker/Helper or with the mode and manner of selection of the Ward for setting up of Anganwadi Centre, an appeal shall be preferred to the Deputy Commissioner concerned within 30 days from the date of selection of Anganwadi Worker/helper or the date of identification of location of the Ward for the setting up of Anganwadi Centre.

The Deputy Commissioner concerned shall dispose of the appeal within 15 days from the date of the receipt of the complaint after conducting an enquiry whatever may be deemed necessary.

5. Revision:

In case where the order made in the appeal does not satisfy the aggrieved person(s), a revision shall lie with the Divisional Commissioner concerned within 15 days from the date of passing of the order by the Deputy Commissioner concerned.

Divisional Commissioner concerned shall pass an order within one month from the date of the receipt of the revision petition. The order of the Divisional Commissioner concerned in this matter, however, shall be final.

6. Miscellaneous:

- a) **Monitoring and Evaluation:** The State Mission Director, ICDS shall set up cells headed by Deputy Directors, ICDS for monitoring the progress in respect of carving out of new AWCs and appointment of Anganwadi Workers and Helpers.
- b) The Administrative Department shall issue such further guidelines as may be required from time to time for implementation of the scheme.
- c) Provision in regard to matters not specifically mentioned shall be made by the Social Welfare Department.

