

Purvanchal Gramin Seva Samiti (PGSS), Gorakhpur
Programme List – October 2019

Date	Name	Place	Purpose
01	Fr. Jaison, Avijeet, Atul, Shashi, Eusuph, Atif, Arun, Ramesh & all block coordinators	PGSS	Monthly review and planning meeting, Preparation of Business Plan Training proposed on 3rd October. Note: All block coordinators are requested to bring all the updated registers, pending formats and pending reports.
01	Mukesh	PGSS	Report preparation
01	Ankit	Bramhpur	Tailoring unit inauguration
01	Pawan	Khalilabad	Training on behavior change for youth
01	Hameed & Tulika	PGSS	Data, photo & filed reports collection & discussion
01	Amit	Meerganj	SHG meeting & school programme
01	Shrawan	Nichlaul	Exposure visit of youth
01-02	Shobhit & Sudha	Hata	Physiotherapy, collection of documents from disables for certificate generation
01-02	Kanchan	Khalilabad	Polythene free society awareness campaign
01-02	Sr. Albeena & Sheela	GIDA	CBOs evaluation, Polythene free society awareness campaign
01-03	Vinay	Naugarh	Physiotherapy, collection of documents from disables for certificate generation etc.
01-05	Balmukund & Pallavi	PGSS	Preparation of Half Yearly Report (CBRF-SDPO Project)
02	Sr. Mariya, Mukesh, Amit	Chargawan	Cleaning drive
02	Atul & Eusuph	Kasia	Monitoring support to Dairy Unit. Record maintenance and market visit, Monitoring on inclusion of persons with disabilities and collection of case studies.
02	Hameed & Tulika	Shelter Home	Gandhi Jayanti celebration
02	Shashi & Laxmikant	Lar Road	Meeting with engineer regarding adaptive agri-adaptive tools.
02	Avijeet	PGSS	CBM quarterly report and budget planning.
02	Arun & Atif	Hallaur	Monitoring of project activities and visit to rural outlets & Follow up of loan applications of beneficiaries.
02	Ankit	Naugarh	Tailoring unit inauguration
02	Shrawan	Nautanwa	Meeting with Gram sabha & Sanitation day celebration
02-05	Fr. Jaison, Pawan & Ashish	New Delhi	Half yearly & Planning meeting of Saksham & Samaveshi Sheher Programme
03	Avijeet, Anand, Balmukund, (All PFID, Parivartan & CBR Forum staff (Gkorakhpur, Maharajganj, Deoria, & Kushinagar)	PGSS	Training on business plan and collection of data for loan application.
03	Amit	Adadriya	SHG Meeting & school programme
03	Shrawan	Nautanwa	Exposure visit of youth
03-04	Sr. Albeena, Kanchan & Sheela	Kasia	SHG reformation & CBOs evaluation
03-04	Shobhit	Belwania	Physiotherapy, collection of documents for disability certificate generation
03-04	Ankit	PGSS	Report preparation
03-05	Mukesh	Chargawan	Programme support & Cleanliness drives
03-05	Tulika & Hameed	PGSS	Quarterly progress report preparation
03-05	Sudha	Padrauna	CBOs support & liasoning with Govt. officers
03-10	Sr. Albeena	Hata	Programme support, Staff meeting & reporting
04	Atif & Arun	Kasia	Monitoring of project activities and visit to rural and dairy outlets & Follow up of loan applications of beneficiaries.
04	Atul & Eusuph	Maharajganj	Monitoring support to CPU. Record maintenance and market visit, Meeting with FPO BODs for documentation of the business plan agreement with the Board of Directors of ALKPCL,
04	Shashi & Laxmikant	PGSS	PFID Output Documentation.
04	Avijeet	PGSS	CBM quarterly report and budget planning

04	Amit & Pallavi	PGSS	Preparation of quarterly report
04	Shrawan	Mithaura	Programme support
05	Amit	Nauka Tola	SHG Meeting & school program me
05	Kanchan	PGSS	Reporting SAKHI
05	Sheela	Campierganj	SHG support & documentation
05	Ankit	Bramhpur	Half yearly review meeting
05	Vinay	Mithaura	Physiotherapy & planning
05	Fr. Mathews, Clint	CHD	Training on Child safeguarding policy (All CHD Staff will participate)
05	Atul & Arun, Ramesh, Atif,	Kasia	Planning on KMPCL/ALKPCL/Dairy and Swabhimaan business and marketing strategy with focus on rural mart.
05	Avijeet & Eusuph	PGSS	Submission of all the quarterly reports to CBM.
05	Shashi & Sonu	PGSS	PFID Output 1 Documentation.
05	Shobhit	Desai Deoria	Physiotherapy, collection of documents for disability certificate generation etc.
06-07	Fr. Jaison	Delhi	Strategic plan – Phase I
07-08	DUSSEHRA		
09	Fr. Jaison, Balmukund & Vinay	PGSS	Orientation on New Child Empowerment Programme- JVS NB: All Staff of Child Empowerment Programme will Participate
09	Arun & Atif	Maharajganj	visit to rural outlets and meeting with FPO members regarding inward supply & loan applications of beneficiaries.
09	Eusuph & Shashi	Hallaur	Home visits of Farmers with disabilities regarding to prepare farmers for end line evaluation.
09	Atul & Avijeet	PGSS	Preparation of Training of board of directors.
09	Hameed, Sheela & Tulika	Padrauna/ Dudhahi	Village health plan with VHSNC
09	Kanchan	Patherdeva	CBOs evaluation
09	Pawan	PGSS	Quarterly reporting & planning meeting of SamaveshiSheher Programme
09	Shrawan	Nautanwa	IGA follow-up
09	Ankit	GIDA	Linking with SBI RSETI
09	Amit	Jhajhwa	SMC, SHG Meeting & school program me
09-10	Vinay	Naugarh	Physiotherapy, collection of documents from disables for certificate generation etc.
09-10	Shobhit	Hata	Physiotherapy, collection of documents for certificate generation etc.
09-10	Sudha	Padrauna	Programme support
09-14	Mukesh	Chargawan	Programme support
10	Fr. Jaison, Avijeet, Atul, Shashi, Eusuph, Atif, and block coordinators from Hallaur and Captanganj	PGSS	Training of board of directors from Swabhimaan and Goatry & Preparation of DDRC Maharajganj accessibility audit.
10	Amit	Jungal Dhusar	SHG Meeting & school program me
10	Balmukund & Shashi	PGSS	Preparation Accessibility audit format for DDRC Audit
10	Ankit	Naugarh	Half yearly Review Meeting
10	Hameed	Patherdeva	Cluster level PRI Meeting (Tisri Sarkaar)
10	Pawan	PGSS	Quarterly Reporting & Planning meeting of Saksham Programme
10	Shrawan	Kasia	FIG BLF meeting
10-11	Kanchan	PGSS	Quarterly report SAKHI
10-13	Frs. Mathews, Abin	PGSS	CST Brothers village programme
11	Vinay, Hameed & Tulika	PGSS	Reporting
11	Balmukund, Shashi & DPO Leaders	DDRC, Maharajganj	Accessibility audit of DDRC Maharajganj
11	Shashi & DPO leaders	PGSS	DDRC Maharajganj accessibility audit and preparation of audit report.
11	Atif	Gorakhpur	Market visit for orders and payment collection of ESG products & Meeting with CA for quarterly return filing.
11-12	Shobhit	Desai Deoria	Physiotherapy, collection of documents for certificate

			generation etc.
11-12	Avijeet, Atul, Eusuph, Kunwar, Arun & Shrawan	Hallaur	Video documentation of Goatry FPO meeting, ISHG meeting and individual success stories, Preparation of loan application files of PWDs.
11-12	Pawan	Khorabar	Training on Social Security's Schemes & GPDP
11-12	Ankit	PGSS	Half yearly report preparation
11-12	Shrawan	Hallaur	FIG BLF meeting & SHG monitoring
12	Vinay & Hameed	Desai Deoria	Screening camp & Workshop with the parents of disable children
12	Fr. Mathews, Clint	PGSS	Training on Child safeguarding policy (All the facilitators of Brahmipur, Chargawan, Nautanwa, and Naugarh will compulsorily participate)
12	Shashi	Captainganj	Collection of loan application files and Reassessment of Gufrana's ADLS adaptive tool.
12	Atif	Kasia	Accounts maintenance of KMPCL & Preparation of loan application files of PWDs.
12	Kanchan	Khalilabad	Programme support
12	Sudha & Sheela	Khorabar	CBOs evaluation
12	Balmukund	PGSS	DDPO (General & Governing body) meeting of Gorakhpur District. NB: Only selected DDPO members will participate
14	Fr. Jaison	Belwania	Field visit and program support
14	Sr. Albeena & Sheela	Naugarh	CBOs evaluation & programme support
14	Hameed & Shobhit	Salempur	Cluster level PRI Meeting (Tisri Sarkaar)
14	Shashi & Balmukund	Hata	Half Yearly Governing Body meeting of DDPO Kushi Nagar District NB: Only Governing body members will participate.
14	Pawan	Municipality & Ward member	Meeting with Mayer for training of selected Ward Members on 74 th Amendment
14	Atif	Maharajganj	Rural market visit for orders and payment collection of ESG products & Follow up of loan applications of beneficiaries.
14	Arun	Captainganj	Monitoring of project activities and visit to rural outlets and meeting with SHG members regarding inclusion of PWDs in SHGs & Follow up of loan applications of beneficiaries.
14	Vinay	Mithaura	Physiotherapy, collection of documents from disables for certificate generation etc.
14-15	Shrawan	Bansi	SHG monitoring
14-15	Shashi	PGSS & Gorakhpur	Re checking of Agri adaptive tools and modifications if needed
14-15	Ankit	Bramhpur	Work monitoring and visit to SBI Bank
14-16	Avijeet & Atul	Betul	Exposure and visit to Naman Sewa Samiti to purchase machines for ALKPCL.
14-16	Eusuph	PGSS	Drafting of case studies for the coffee table book & Process documentation of programme.
15	Fr. Jaison	Khorabar	Field visit and program support
15	Sr. Albeena, Sudha	Hata	CBOs evaluation & programme support
15	Sr. Lincy & Mukesh	Nichloul	Programme support
15	Atif & Arun	Hallaur	Preparation of loan application files of PWDs & Monitoring of project activities and visit to rural outlets and capacity building of selected FPO BODs.
15	Fr. Mathews, Kanchan	Khalilabad	Programme support & documentation of SAKHI
15	Balmukund	GIDA	Block level DPO meeting
15	Vinay	Nichloul	Physiotherapy, collection of documents from disables for certificate generation etc.
15	Hameed, Tulika, Sudha & Shobhit	Hata	V.Os meeting & District forum meeting & monitoring IRP
15	Pawan	Gola	Training on Good governance & Role and responsibility for PRIs members of 4 GPs
16	Fr. Jaison	Mithaura	Field visit and program support
16	Sr. Albeena, Sudha &	GIDA	CBOs evaluation & programme support

	Kanchan		
16	Hameed & Shrawan	Nichloul	SHG monitoring
16	Fr. Mathews, Clint	PGSS	Training on Child safeguarding policy (All the facilitators of Belwania, Hata, Kasia, Nichloul, Desai Deoria will compulsorily participate)
16	Sheela	Desai Deoria	CBOs evaluation & programme support
16	Balmukund	PGSS	Documentation
16	Pawan	Khorabar	Work on water conservation & complain box
16	Ankit	Naugarh	Work monitoring and visit to SBI Bank
16-17	Shobhit	Belwania	Physiotherapy, collection of documents from disables for certificate generation etc.
16-17	Atif	Gorakhpur	Market visit for orders and payment collection of ESG products.
16-17	Shashi & Arun	Kasia	Visit to rural and dairy outlets & Preparation of loan application files of PWDs & Review of programme activities, Home visits of Farmers with disabilities.
16-21	Mukesh	Chargawan	Programme support
17	Sr. Albeena & Sudha	Chargawan	CBOs evaluation & programme support
17	Atul	Maharajanj	Monitoring support to CPU, Preparation of loan application files of PWDs, Record maintenance and market visit.
17	Eusuph & Kunwar	Captainganj	Video documentation & Collection of raw data and good photographs for coffee table book.
17-18	Shrawan & Hameed (on 17 th)	Belwania	ASHA /AWW training & FIG BLF meeting
17-18	Ankit	Bramhpur	Staff meeting and work inspection
17-18	Pawan	Slum areas of SS (2.0)	Facilitate Ward Sabha meeting with Ward Members
17-18	Avijeet & Anand	PGSS	Preparation of presentation for workshop.
17-19	Fr. Jaison & Balmukund	Lucknow	Partner Meet cum Training and Capacity Building
18	Sr. Albeena & Sheela	Gola	CBOs evaluation & Block level meeting
18	Amit	Dhusiya	SMC & Youth meeting cleaning Drive in Village
18	Atul	Captainganj	OFPO meeting, Preparation of loan application files of PWDs. & FIG, SHG and DPO meeting.
18	Shashi	Kalwari	SHG Audit.
18	Sudha	Belwania	CBOs evaluation
18	Eusuph & Kunwar	Kasia	Video Documentation & Collection of raw data and good photographs for coffee table book.
18-19	Vinay & Hameed (on 19 th)	Naugarh	Physiotherapy, collection of documents from disables for certificate generation & programme monitoring etc.
18-19	Atif & Arun	Kasia	Accounts maintenance of KMPCL & Preparation of loan application files of PWDs.
18-19	Shobhit	Hata	Physiotherapy, collection of documents for certificate generation etc.
18-20	Avijeet & Anand	Lucknow	JVS training on CBID with Dinesh Rana.
18-20	Hameed, Tulika (on 18 th) & puppet team	Desai Deoria	Puppet show & Village health plan
19	Sr Albeena, Sheela, Kanchan, Sudha & Shashi	Khalilabad	CBOs documentation & Block level meeting
19	Amit	Nauka Tola	SMC & Youth meeting cleaning Drive in Village
19	Atul	Kasia	Upscale of dairy business, Preparation of loan application files of PWDs & Meeting with farmers and account maintenance.
19	Eusuph	PGSS	Drafting of case studies for the coffee table book. Process documentation of agri-adaptive tools.
19	Pawan	Press Club	Press Conference on non-functional overhead water tank
19	Shrawan	Nichloul	Programme support
19-24	Ankit	PGSS	Documentation work & Bill voucher related work & uploading data on web
21	Fr. Jaison, Sr. Albeena & Kanchan	Dumri	CBOs evaluation
21	Atif	Mithaura	Monitoring support to CPU, Preparation of loan application

			files of PWDs, Account maintenance and market visit
21	Atul, Avijeet & Eusuph	Hallaur	Preparation of loan application files of PWDs & visit to rural outlets and capacity building of selected FPO BODs.
21	Shashi	PGSS	PFID documentation
21	Arun	Captainganj	Monitoring of project activities and visit to rural outlets, Meeting with DPO members regarding their financial inclusion.
21	Amit	Oba Tola	Youth meeting& Awareness walk cleaning Drive in Village
21	Balmukund & DPO Leaders	Maharajganj	Meet with District Empowerment of PwDs Officer
21	Shrawan	Nautanwa	FIG BLF meeting
21-22	Hameed, Sheela & Pawan	Dhanghata	Puppet show& SHG Formation
21-22	Vinay	Mithaura	Physiotherapy, collection of documents from disables for certificate generation & programme monitoring etc.
21-23	Shobhit	Desai Deoria	Physiotherapy, collection of documents from disables for certificate generation & programme monitoring etc.
21-25	Fr. Mathews, Pawan	Slum areas of SS (2.0)	Quarterly planning meeting with CBOs of Slum areas
22	Fr. Jaison, Amit	Choti Jamunahiya	Youth meeting& Awareness walk cleaning Drive in Village
22	Sr. Albeena & Kanchan	Salempur	CBOs evaluation
22	Sr. Lincy, Balmukund & Mukesh	Nichlaul	Programme support
22	Avijeet, Atul & Eusuph	Kasia	Designing and documenting the marketing strategy of the FPOs & Preparation of loan application files of PWDs.
22	Shashi, Eusuph, Balmukund & DPO Leaders	Ravindra Nagar	DDRC Kushinagar accessibility audit & report writing
22	Arun	Maharajganj	Monitoring support to CPU Visit to rural outlets and meeting with DPO members.
22	Atif	Gorakhpur	Market visit for orders and payment collection of ESG products.
22	Sudha	Padrauna	SHG support
22	Shrawan	Mithaura	FIG BLF meeting
23	Fr. Jaison	Desai Deoria	Field visit and program support
23	Sr. Mariya, Amit, & Team	Lal Ganj	Youth meeting& Awareness walk cleaning Drive in Village
23	Balmukund	Mithaura	Programme support
23	Vinay	Naugarh	Physiotherapy, collection of documents for certificate generation etc.
23	Fr. Mathews, Clint	PGSS	Training on Child safeguarding policy (All the facilitators of Kalwari, Padrauna, Hallaur, GIDA, Captainganj, Khalilabad, Barhalganj, Gola and Pathardeva will compulsorily participate)
23	Hameed & Shrawan	Nautanwa	SHG grading
23-24	Avijeet, Atul, Eusuph, Arun & Atif	Hallaur	Preparation of loan application files of PWDs, Grading and monitoring of SHGs in random villages & Monitoring of project activities and visit to rural outlets and capacity building of selected FPO BODs.
23-24	Shashi	PGSS	Preparation of DPO documents regarding unaddressed issues by Govt for contacting BVJF.
23-26	Mukesh	Chargawan	Programme support
24	Fr. Mathews, Amit	Itahaiya	Youth meeting& Awareness walk cleaning Drive in Village
24	Balmukund	Gola	Block level DPO meeting
24	Shobhit	Belwania	Physiotherapy, collection of documents for certificate generation etc.
24	Vinay	Mithaura	Physiotherapy, collection of documents for certificate generation etc.
24	Shrawan	PGSS	Reporting
24	Hameed & Sheela	Maharajganj	SHG & MM grading
24-26	Frs. Joseph, Jaison, Pawan	PGSS	Discussion on project assessment and field visit
25	Amit	Hata Tola	Youth meeting& Awareness walk cleaning Drive in Village
25	Sheela	Padrauna	CBOs evaluation

25	Balmukund	PGSS	Documentation
25	Ankit	Naugarh	Data collection of SBI RSETI
25	Kanchan	Khalilabad	CBOs support & SAKHI reporting
25-26	Sr. Albeena	Hata	Kishori training
25-26	Shrawan	Nichloul	Programme support
25-26	Tulika & Hameed	PGSS	Reporting
25-26	Shobhit	Hata	Physiotherapy, collection of documents for certificate generation & IRP preparation for SGVG 2
26	Pawan	PGSS	Meeting with city level federation
26	Sheela	Hata	CBOs evaluation
26	Balmukund	Chargawan	Block level DPO meeting
26	Ankit	Bramhpur	Work monitoring
26	Amit	Bada Tola	Youth meeting & Awareness walk cleaning Drive in Village
26-31	Frs. Mathews, Abin	PGSS	CST Brothers village programme
28-29	DIWALI HOLIDAY		
30	Fr. Mathews & Central team members	PGSS	Central team meeting
31	Sr. Mariya, Mukesh & Amit	PGSS	Youth Monthly Meeting, staff meeting
31	Sr. Albeena, Sheela, Kanchan & Sudha	PGSS	Documentation
31	Hameed, Tulika, Vinay, Shobhit & Shrawan	PGSS	Monthly Review meeting (Only BCs will participate)
31	Pawan	Gorakhpur	Facilitate meeting with MP & MLA and slum community
31	Ankit	PGSS	Report Preparation
31	Balmukund	PGSS	Documentation
31	Atul, Avijeet & Eusuph	Captainganj	Monitoring and support visit.
31	Atif, Arun	Kasia	Upscale of dairy business & Meeting with farmers and account maintenance.

- रिपोर्ट और लेखा जोखा का प्रस्तुतीकरण:** सभी केंद्रीय टीम के सदस्यों, कार्यक्रम समन्वयक और सामुदायिक केंद्र समन्वयकों से अनुरोध किया जाता है कि वे केस स्टडीज (प्रति स्टाफ 3 केस स्टडीज), फोटो, बिल जैसे सहायक दस्तावेजों के साथ त्रैमासिक / मासिक रिपोर्ट 12 अक्टूबर 2019 को या उससे पहले पीजीएसएस में प्रस्तुत करें।
- विकलंगो के वित्तीय समावेशन:** विकलंगो के वित्तीय समावेशन के रूप में, PGSS योजना तैयार कर रहा है। कृपया पात्र लोगों की पहचान करें और आवेदन फॉर्म भरें और 15 अक्टूबर तक पीजीएसएस में जमा करें।
- सीबीओ के डेटा संशोधन:** पीजीएसएस सीबीओ के डेटा बेस को अपडेट कर रहा है। कृपया संलग्न फॉर्म देखें और डेटा को संशोधन करें और 12 अक्टूबर तक पीजीएसएस में जमा करें।
- कर्मचारि एवं संपत्ति रजिस्टर:** प्रत्येक सामुदायिक केंद्र पर वहां के स्टाफ रिकॉर्ड फ़ाइल को बनाना अनिवार्य है। कृपया दिए गए प्रारूप के अनुसार इसे मेनटेन करें। साथ ही साथ प्रत्येक सामुदायिक केंद्र कृपया संपत्ति रजिस्टर बनाए और इसे प्रत्येक तिमाही में कोषाध्यक्ष द्वारा सत्यापित करवाएं

Wish you all Happy Dussehra & Diwali

आज्ञा से

Fr. Jaison Manuel
Director