

Government of Odisha

Department of Women & Child Development

NOTIFICATION

No. WCD-CW-MISC-0114-2021 13646 WCD, Date: 19/08/2022

Guidelines on Village Level Child Welfare and Protection Committee (VLCWPC)

BACKGROUND

State is the primary duty bearer and accountable to protect rights of children, however the role of the parents and community always remains very critical to the life and wellbeing of children, a fact well recognized in Mission Vatsalya Guidelines (erstwhile the Child Protection Services). Mission Vatsalya envisages a robust ecosystem through the network of state and local governments to ensure the safety and security of children in the country. These local bodies must be able to reach out to children, engage with communities and encourage them to take ownership of the wellbeing of Children in their areas and necessitates the State to promote and strengthen community-based child protection mechanisms to protect child rights at the grassroot level. Child Welfare and Protection Committees (CWPCs) is one such community-based child protection mechanism in the communities itself to safeguard the rights of children and take appropriate measures to prevent and address the issues of child protection.

In compliance to the provision laid down in chapter 2.12, of Mission Vatsalya Guidelines, the existing Standing/Sub-Committee system of the local bodies, the function of child welfare and protection issues may be assigned to the existing committees involving the local elected representatives .

Objective:

The Gaon Kalyan Samiti (GKS) constituted in each revenue villages of the State shall also be declared as Village Level Child Welfare and Protection Committees (VLCWPC) and will work towards prevention, reporting, monitoring, protection and responding on the issues of child right and protection. The GKS will play an important role in identification of issues related protection of children and taking suitable measures to solve the issues connected with protection of children. It will also act as a facilitating body for implementation of various welfare and developmental programs for children implemented by Govt. and Non-Government Organizations.

A. Composition Of VLCWPC:

- The women ward member of the village (If there is no representation of women candidate, the ward member belonging to SC/ST or OBC category on a priority basis. If more than one member of a particular category is existing, then the ward member representing to the larger ward) – President.
- Anganwadi Worker of the revenue village (In case of more than one, the senior most Anganwadi Worker under the revenue village)-Convener.
- ASHA/s of the village/s.

- SEM (Self Employed Mechanics) of the area under Rural Water Supply and Sanitation (RWSS).
- President or Secretary of up to three women SHGs of the village having highest own saving (preferably SC/ST).
- President of the Pani Panchayat (Watershed Development Committee) wherever it is formed and if he is residing in the village.
- Representative of a good functioning Yuvak Sangha or any Community Based Organization (CBO).
- If none of the members of the committee belongs to SC/ST, then one member from each category will be nominated by the president.
- Two Children: To ensure the participation of children, two child representative (12-18 yrs) preferably one boy and one girl can be nominated by the GKS to represent in the committee. (If children group exists in the community, otherwise in consultation with School Teacher)
- One local School teacher as nominated by the existing GKS.
- One representative from DCPU.

B. Role and Responsibilities of GKS as VLCWPC.

GKS can play the following role in ensuring children's protection.

- Ensuring safe public spaces and child friendly atmosphere in the village.
- Creating awareness at grass root level on the issues of child protection.
- All member of the VLCWPC will work as a responsible worker to protect children's rights.
- To ensure survey of all children with special needs likely to be in difficult circumstances, orphans, street children etc., and take appropriate actions so that no child is left behind.
- To boost volunteerism in the area of Juvenile Justice and Child Protection.
- To organize Bal Panchayats and appoint child Ambassadors in Villages from amongst children in schools etc.; and lay down necessary inputs from children on various issues before Gram Panchayats for appropriate action.
- Will prepare a Village Need Assessment Report on the status of children and will identify the vulnerable families and children in difficult circumstances to recommend Gram Block/Panchayat level child protection committee to provide necessary services under child development and other Government social security schemes to such families.
- To work for the better result of different child rights programme implemented at village level and to work as a coordinating agency between the community and different schemes under child rights.
- Establishing a tracking system for children at village level for prevention of Child marriage, child labour, child trafficking or any kind of abuse of children.
- Awareness raising in community to combat child trafficking, to prevent child marriages, child labour practices and migration of children for labour purposes etc.
- Monitoring the wellbeing of children placed in sponsorship, foster care or seasonal hostels, identified through State Orphan Survey, children supported under Ashirbad scheme etc in their villages and Identification vulnerable families and linking them with various social protection schemes.
- The VLCWPC should liaison with the Panchayat and Block level child protection committees and District Child Protection Unit (DCPU) for restoration and rehabilitation of rescued trafficked victims, orphan child and unaccompanied children.

- Will generate awareness on the role of "Family" in child development and will monitor and work as a gatekeeper on unnecessary institutionalization of children in their village
- Orientation of community and children on raising voices against any form of violence on children.
- Developing village level child protection plan ensure no child drops out of school, no child is exploited or abused
- Time to time campaign to raise awareness on child protection issues in villages.
- Discouraging harmful practices that are against child protection, for example-sex selective abortion, child marriages, corporal punishment etc.
- Promoting good practices, like birth registration, Adhar card registration, school enrolment, migrant register maintenance.
- To promote and encourage children participation and formation of 'children group' at village level.
- Popularization of different help line no. like childline 1098, Sampark help desk No, women help line no. etc
- Any such activities instructed by DCPU, BLCPC, PLCPC or OSCPS for the child protection.

C. Periodic Meetings

- Monthly meeting of the VLCWPC shall be organized in the village and in case of any need or emergency the frequency of meeting shall be decided by the members.
- If found necessary/in case of emergency, the chairperson may convene an emergency meeting on immediate notice.
- Minutes of the meetings should be systematically recorded with attendance and signature of the members present at the meeting.
- If necessary, the chairperson may place urgent subject of business that is not included in the agenda.
- In the absence of the chairperson, the member secretary may convene special meeting with the condition of written request made by at least 5-7 members.
- The duration of the meeting is depending on the pendency of work of the committee.
- The final resolution of the meeting of the agenda shall be passed with the vote of the majority of the members. The Chairperson has the power and presides for casting vote in case of a tie.

D. Capacity Building and Monitoring of VLCWPC: The District Child Protection Unit (DCPU) will conduct the periodic capacity building activities of the VLCWPC on issues of child protection and how VLCWPC will carry different activities in their village on issues of child rights and protection. The DCPU will monitor and review the activities of the VLCWPC. The Odisha Child Protection Society (OSCPS)/ WCD will support the DCPU and ensure that trainings, IEC and monitoring activities are conducted by the DCPU for proper functioning of VLCWPC to look after the issues of child rights at the village level.

E. Role of Child Representatives in GKS/VLCWPC

- The Child Representative shall present the challenges, achievements and key concerns on child protection that children may be facing at villages.

- The Children Representative shall also present the education status, challenges and requirement for the children in the villages for child protection.
- The Children Representative can also present any individual cases in VLCWPC or WLCPC.

F. Preparation of Child Protection Plan of Action by the VLCWPC/GKS

The VLCWPC will be responsible for planning, implementation monitoring, reporting and responding to the issues of child protection in their respective villages. The VLCWPC will also plan and take up innovative activities to raise awareness in the community about the issues of local child protection concern.

They will work in close coordination with the Gram Panchayat Level Child Protection Committee (GPCPC) and Block Level Child Protection Committee (BLCPC) and District Child Protection Units for activities in the community on child protection issues.

The VLCWPC will develop Annual participatory action plans to address issues of child protection and implement the action plan in coordination with different stakeholders including Government and Non-Government Organizations working at different level. The committee will also engage various stakeholders and duty bearers to raise awareness on children's rights and protection at the community level.

- The GKS/VLCWPC will facilitate the process through which local child protection issues are discussed and plan of actions prepared for its solution through active participation of the community is known as village child protection plan.
- A number of issues are to be solved at community level for improvement child rights issues at the village level. These issues should be solved on a priority basis and the committee should ensure the participation of children in planning and execution process of the action plan.
- The child protection plan has to be prepared and integrated in village plan prepared by GKS quarterly as mentioned in the GKS guidelines of the H & FW Department. The process of approval and execution of village child protection plan should be done as provisioned in the GKS guidelines.

G. Various steps for preparation of village child protection plan are given below:

1. *Organize meeting with representation of the members from all tagged village or hamlets.*

Discussion is to be held on different village health issues organizing a meeting with participation of the members from all sections of the community from all tagged villages / hamlets.

2. *Information / data collection and analysis:*

The information or data on vulnerability/issues related children and their rights at the village level available with parents, teachers, community leaders, AWWs, ANMs, and other organizations or individuals working for child rights should be placed in the discussion to get a clear cut idea on local child protection issues and the impact of the children.

3. *Prioritization of the issues related to children.*

4. Preparation of action plan

There is a need to prepare plan of action for implementation of the activities on child rights and its effective management. The details about what to be done, who will do it and when it will be done are to be mentioned in the action plan. A sample format for preparation of action plan is

Issues	Activities	Person Responsible	Support required

given below:

5. Approval of the plan:

The prepared plan should be approved by the VLCWPC/ GKS should be convened and the proceedings on approval of the child protection plan should be recorded in the VLCWPC/GKS register.

6. Implementation of Activities:

The child protection plan should be implemented as per action plan after due approval of the VLCWPC/GKS.

7. Supervision and Monitoring:

Review should be done in the monthly VLCWPC /GKS meeting regarding implementation of activities as per the action plan.

H. Some of the actions to be taken by GKS as VLCWPC are as follows

Focus Area	Activities
<i>Identification of issues on child protection.</i>	<ul style="list-style-type: none">- Mapping of issues of children related to their protection and safety.- Identification of most vulnerable children and encouraging parents for protection of children in the villages.- Creating the database of children like disaggregated data and profiles of children in the village.- Mapping different resources available at village level to ensure their well beings.
Awareness Building	<ul style="list-style-type: none">- Awareness raising in community to combat child trafficking, to prevent child marriages, child labour practices and migration of children for labour purposes.

	<ul style="list-style-type: none"> - Awareness and sensitization of parents to send their children regularly to go to school. - Time to time campaign to raise awareness on child protection issues in villages. - Celebration of different days like National and international girl child days, international women's day etc. to raise awareness on child issues and other issues related to children. - Awareness building among parents/caregivers and community on importance of family and how to protect children from any forms of abuse and violence.
Promote best practices	<ul style="list-style-type: none"> - Promoting good practices, like birth registration, Adhar card registration, school enrolment, ending child marriage. - Organize day for children at village level to discuss the issues related to children. - Discouraging harmful practices that are against child protection for example sex selective abortion, child marriages, corporal punishment etc. - To promote and encourage children participation and formation of 'children group' at villages level. - Will promote legal adoption in the village. - Ensure gatekeeping by restoring children in families and prevent unnecessary institutionalization of children (prevent family child separation) - Identify and mobilize foster parents.
Ensuring family strengthening through service delivery	<ul style="list-style-type: none"> - Will coordinate and ensure that different schemes of Government and Non- Government organizations are reaching to the vulnerable families. - Will act as a catalyst in identification and linking of eligible children with different child protection schemes like CPS, adoption sponsorship, Biji Sishu Surakhya, Ashirbad, foster care etc.
Monitoring and follow	<ul style="list-style-type: none"> - Will monitor and supervise all the activities related to child rights and child protection. - Will ensure the well beings of all vulnerable children who are restored back in the families/community by ensuring their education, health, nutrition and safety. - Will follow up of the families received with various social protection schemes. - Will monitor strictly the rights of children to ensure that no child abuse and violence are happening.
Coordination, referral services and others	<ul style="list-style-type: none"> - VLCWPC may engage with the civil society organization for raising awareness on child protection issues in villages. - Drafting annual child protection plan of villages and appraising GPCPC/BLCPC about the need to implement the plan and seek

	<p>inputs. viii. Maintaining record of children in the villages, who are not attending schools, migrated out of village for work, missing children etc.</p> <ul style="list-style-type: none"> - The VLCWPC should liason with the GPCPC, BLCPC and DCPU for restoration and rehabilitation of rescued trafficked victims, orphan children and unaccompanied children. BLCPC to provide support on case-to-case basis in consultation with the DCPC. - Maintaining record of children in the villages, who are not attending schools, migrated out of village for work, missing children etc. - Maintain the required documentation at the village level.
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I. Child Protection Code of Conduct and Accountability Mechanism

It is important for all the CWPC members in contact with children to:

ALWAYS	NEVER
<ul style="list-style-type: none"> a. Listen to and respect children, empower them and let them participate in planning and delivering activities as much as possible b. Be aware of situations which may present risks and manage them c. Ensure that a sense of accountability exists between members so that poor practice or potentially abusive behavior does not go unchallenged d. talk to children about the importance of their views and encourage them to raise any concerns e. Empower children – discuss with them their rights, what is acceptable and unacceptable, and what they can do if there is a problem. f. Takes seriously any concerns raised g. Takes positive steps to ensure the protection of children who are the subject of any concerns h. Acts appropriately and effectively in instigating or co-operating with any subsequent process of investigation is guided through the child protection process by the principle of “best interests of the child” i. Listens to and takes seriously the views and wishes of children j. Works in partnership with parents/caregivers and/or other professionals to ensure the 	<ul style="list-style-type: none"> a. Hit or otherwise physically assault or physically abuse children. b. Develop physical/sexual relationships with children. c. Develop relationships with children who could in any way be deemed exploitative or abusive. d. Act in ways that may be abusive or may place a child at risk of abuse. e. Use language, make suggestions or offer advice, which is inappropriate, offensive or abusive. f. Behave physically in a manner which is inappropriate or sexually provocative. g. Sleep in the same room or bed as a child with whom they are working. h. Ask children to do things that they can do themselves. i. Condone, or participate in, behaviour of children which is illegal, unsafe or abusive. j. Act in ways intended to shame, humiliate, belittle or degrade children, or otherwise perpetrate any form of emotional abuse. k. Discriminate against, show differential treatment, or favour particular children

<p>protection of children.</p> <p>k. Ensure that a culture of openness exists to enable any issues or concerns to be raised or discussed</p> <p>l. Empower children – discuss with them their rights, what is acceptable and unacceptable, and what they can do if there is a problem</p>	<p>to the exclusion of others.</p> <p>l. Take part in or promote sex selective abortion, child marriages, corporal punishment to children.</p>
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By order of the Governor



Commissioner-cum-Secretary to Government

FORMAT FOR MINUTES OF THE MEETING (VLCWPC)

Meeting No. _____

Date of Meeting _____

Venue _____

Minutes VLCWPC meeting

Name of the person taking the minutes: _____

Updates on previous issues raised and progress made:

i. Protection risk/incident:

ii. Progress made:

iii. Further recommendation:

iv. Meeting agenda for today's meeting:

v. Issues raised and discussed in today's meeting:

Protection risk/incident: (Ask if any incident of CP reported in between last meeting in Panchayat/Block)

Who is at risk? (Discuss about risk, when and why)

Member secretary: _____

Chairperson: _____

ANNEXURE-II

FORMAT OF VLCWPC MEETING ATTENDANCE

Meeting No. _____

Date of Meeting _____

Venue _____

No.	Name of Male Member Present	Signature
No.	Name of Women Member Present	Signature
No.	Name of Child representative	Signature

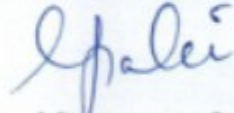
Member Secretary: _____

Chairperson: _____

Memo No. 13647 /WCD.,

Date: 19/08/2022

Copy forwarded to the Secretariat Gazette Cell In-charge, Gazette Cell, Commerce and Transport Department, Bhubaneswar with a request to publish the notification in an Extraordinary issue of the Odisha Gazette and send 100 (hundred) copies to this Department.

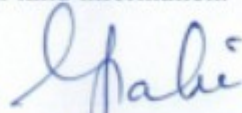


Additional Secretary to Govt.

Memo No. 13648 /WCD.,

Date: 19/08/2022

Copy forwarded to the Secretary, Juvenile Justice Committee, Hon'ble High Court of Orissa, Cuttack/ Principal Magistrates of all the JJBs and Members of all the JJBs / Chairperson, Odisha State Commission for Protection of Child Rights (OSPCPR) /Director, Odisha State Child Protection Society, Mission Shakti, Bhubaneswar for kind information.

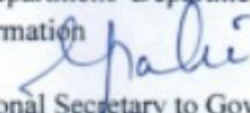


Additional Secretary to Govt.

Memo No. 13649 /WCD.,

Date: 19/08/2022

Copy forwarded to additional Secretary, Health & Family Welfare/ SSEPD Department/ PR & DW Department/ SC & ST Department/ Home Department/ Department of Mission Shakti/ Law Department for necessary action and kind information



Additional Secretary to Govt.

Memo No. 13650 /WCD.,

Date: 19/08/2022

Copy forwarded to all Collectors / all Chairpersons of the Child Welfare Committees / all District Child Protection Officers (DCPOs) for information and necessary action.



Additional Secretary to Govt.

Memo No. 13651 /WCD.,

Date: 19/08/2022

Copy forwarded to the P.S. to Hon'ble Minister / P.S. to Commissioner-cum-Secretary to Govt. / P.S. to Director, ICDS & Social Welfare, Dept. of W&CD for kind information of the Hon'ble Minister / Commissioner-cum-Secretary to Govt. and Director, ICDS & Social Welfare.



Additional Secretary to Govt.