

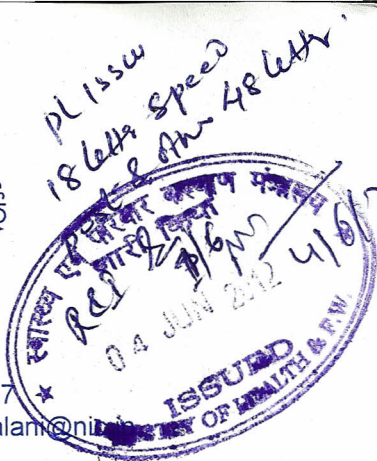


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**Government of India**  
**Ministry of Health & Family Welfare**  
**Nirman Bhavan, New Delhi - 110108**

**D.O. No. N-11012/11/2012-EP**

**May 31, 2012**

**Subject: Utilising services of ASHAS for ensuring spacing in birth and incentivising her for the effort**

Sir/ Madam,

The Government has been taking several steps to improve usage of FP methods; however, it has been noticed that the uptake of these methods especially spacing remains poor. Various reviews/ field visits to the states reveal that in spite of trained personnel available in the field, clients do not avail of spacing methods due to absence of proper counselling and information regarding benefits/ myths/ misconceptions.

To address this issue, it has been decided to utilise the services of ASHAs for counselling newly married couples to ensure spacing of 2 years after marriage and couples with 1 child to have spacing of 3 years after the birth of 1st child. ASHA would also counsel eligible couples (who have up to 2 children) to opt for permanent limiting methods. ASHA would be paid following incentives under the scheme:

- Rs. 500/- to ASHA for ensuring spacing of 2 years after marriage.
- Rs. 500/- to ASHA for ensuring spacing of 3 years after the birth of 1st child
- Rs. 1000/- in case the couple opts for a permanent limiting method up to 2 children

All the eligible couples, irrespective of their APL, BPL, SC/ST status would be covered under the scheme. States would provision for adequate funds in the state PIP, every year, for the scheme from 2013-14 onwards. However, for payment of incentives in 2012-13, state may utilise funds from RCH Flexi-pool.

The scheme would be operational from the date of its notification (i.e. 16<sup>th</sup> May 2012).

The detailed guidelines, roles and responsibilities of various personnel and monitoring modalities are given at Annexure I.

Yours faithfully,

  
(Manoj Jhalani)

To  
Secretary/ Principal Secretary  
Health and Family Welfare  
[18 States only]

**Copy to:-**

1. PS to Hon'ble HFM
2. PPS to Secretary (H&FW)
3. PPS to AS&MD (NRHM)
4. PPS to JS (RCH)
5. Mission Director & Director Family Welfare/ RCH [Bihar, Chhattisgarh, Jharkhand, Madhya Pradesh, Orissa, Rajasthan, Uttar Pradesh, Uttarakhand, Gujarat, Haryana, Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura]
6. Regional Directors (HFW), Govt. of India
7. Director - NRHM (Fin), NRHM (I), RCH, Policy

## **GUIDELINES FOR THE SCHEME FOR ASHAs TO ENSURE SPACING**

### **THE SCHEME:**

Under the scheme, services of ASHAs to be utilised for counselling newly married couples to ensure spacing of 2 years after marriage and couples with 1 child to have spacing of 3 years after the birth of 1st child.

ASHA would be paid following incentives under the scheme:

1. Rs. 500/- to ASHA for ensuring spacing of 2 years after marriage.
2. Rs. 500/- to ASHA for ensuring spacing of 3 years after the birth of 1st child
3. Rs. 1000/- in case the couple opts for a permanent limiting method up to 2 children only

### ***Note:***

- Although the scheme has been designed for ASHAs in rural areas, this would be applicable in urban areas if similar community workers (such as link worker) are designated and are in place.
- In the states, where ASHAs are not in place, services of AWWs may be utilised.

### ***Date of notification of the scheme:***

The scheme would be operational from 16<sup>th</sup> May 2012.

### ***Eligibility under the scheme:***

- All the eligible couples in 18 states, irrespective of their APL, BPL, SC/ST status would be covered under the scheme.
- For the spacing of 2 years after marriage, only those couples would be considered under the scheme:
  - who got married on or after the notification of the scheme by the Govt. of India; or
  - who got married before the notification of the scheme but not pregnant with the first child at the time of notification of the scheme by the Govt. of India

(Registration of marriage would be the criteria to verify the spacing).

- For the spacing of 3 years after birth of first child, only those couples would be considered under the scheme:
  - who have their 1<sup>st</sup> child on or after the notification of the scheme by the Govt. of India; or
  - who have their first child before the notification of the scheme but not pregnant with the second child at the time of notification of the scheme by Govt. of India.

(Registration of the birth of the first child would be the criteria to verify the spacing).

- For opting permanent limiting methods, only those couples would be considered under the scheme:
  - who would opt for permanent limiting method after the notification of the scheme for up to 2 children only.

**COVERAGE OF THE SCHEME:**

The scheme would be under implementation in 18 focus states of the country viz. 8 EAG States (Bihar, Chhattisgarh, Jharkhand, Madhya Pradesh, Orissa, Rajasthan, Uttar Pradesh, and Uttarakhand), 8 NE States (Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura) and the states of Gujarat & Haryana.

**ROLE OF STATES:**

1. The state would designate a nodal person to manage and monitor the scheme who could also be the nodal person for the FP programme as a whole.
2. The state would orient the CMOs of the districts regarding the scheme.
3. MoHFW would develop IEC materials for the scheme; however, till the time the material is disseminated to the states, they may publicise the scheme prominently in the district.
4. Collect report of physical and financial progress from districts on a monthly basis and send a compiled report to GoI as per prescribed format (Format-E) on quarterly basis.
5. Monitoring of the scheme would be carried out on regular basis and 10% cases to be verified every year.
6. States would provision for adequate funds in the state PIP, every year, for the scheme from 2013-14 onwards.

**ROLE OF DISTRICTS:**

1. The district would designate a nodal person to manage and monitor the scheme who could also be the nodal person for the FP programme as a whole. District would be overall responsible for popularising the scheme with proper IEC materials.
2. District would carry out orientation of MO I/Cs as well as BMOs regarding the scheme.
3. Monitoring of the scheme would be carried out on regular basis and 10% cases to be verified every year.
4. Collect report of physical and financial progress from block and PHCs on a monthly basis and send compiled report to state level for onward transmission to GoI as per prescribed format (Format-D).
5. Adequate funds to be provisioned in the district PIP, every year, for the scheme from 2013-14 onwards.

**ROLE OF MO I/Cs (OR EQUIVALENT LEVEL):**

1. MO I/C along with BMO would ensure proper promotion of the scheme under their jurisdiction.
2. MO I/C would carry out orientation of ANMs/LHVs and ASHA workers regarding the scheme. This may be carried out during the monthly meetings.
3. Monitoring of the scheme would be carried out on regular basis and 10% cases to be verified every year.
4. A monthly report of physical and financial progress would be sent to block and district level and demand for additional fund to be sent if required (Format-C).

**ROLE OF ANMs/ LHVs:**

1. ANM/ LHV to closely supervise the work of ASHA.
2. Certify the Eligible Couple register prepared (or updated) by ASHA.
3. Certify the work done by ASHA for payment of incentive.
4. Keep report of number of Eligible Couples successfully counselled for prescribed years of spacing and submit it to Block-PHC/ equivalent level during monthly meeting (Format-B).

**RESPONSIBILITY OF ASHAs:**

1. Prepare/ update list of newly married eligible couples, get it certified by ANM/ MO. ASHA to also provide date of marriage in her register and for this production of marriage certificate would be mandatory.
2. Prepare/ update list of eligible couples with one child or pregnant with first child; get it certified by ANM/ MO. ASHA to also provide date of birth of the first child in her register and for this production of birth certificate would be mandatory.
3. In addition ASHA, would also prepare/ update list of eligible couples with 2 children or pregnant with second child; get it certified by ANM/ MO.
4. Counsel the couple on various benefits of spacing and limiting.
5. ASHA to use *Nishchay* kits (pregnancy testing kits) to ascertain pregnancy status of the women
6. Submit the information to the MO I/C and ANM who in turn would certify the spacing in births and provide incentive to ASHA (Format-A).

**FUND FLOW:**

Fund for the scheme would be sourced from NRHM Flexi-pool and routed through state PIPs and thereafter as per state system of disbursing funds to district and block levels. Approval for fund would be provided in the state PIP. Following points to be considered:

1. ASHA would be paid after she successfully counsels a woman for specified years of spacing and / or couples opting for permanent limiting methods, as per the scheme and certified by ANM/ LHV.
2. Incentives would be paid to ASHA at the PHC (or equivalent) level where she comes for monthly meeting or as per the existing system of state for payment to ASHA for various other incentives.
3. Incentive to ASHA would be paid through cheques or direct transfer from bank to ASHA's account (as per the existing system of the state). In no case, cash payment of incentives would be allowed.
4. PHC/ block level accountant would keep a record of the payments to ASHA and to be reflected under appropriate budget head of FMR.

## FORMATS FOR REPORTING AND RECORD KEEPING

**Format-A-Record to be kept by ASHA to be sent to SHC/ ANM:**

Sr. No.	Name of the Woman	Date of reg. under the scheme	Address with contact details	Age	Date of marriage	Whether pregnant with 1 <sup>st</sup> child	Date of birth of first child	Whether pregnant with 2 <sup>nd</sup> child	Date of birth of second child
1									
2									
3									
Name of ASHA:									
Signature:									

***Format-B – Record to be kept by ANM to be sent to Block PHC/ BPMU:***

[illegible]

**Format-C – Record to be kept by Block PHC/ BPMU to be sent to Districts:**

[illegible]

**Format-D – Record to be kept by District to be sent to State:**

[illegible]

**Format-E – Record to be kept by State to be sent to Gol:**

State:

Quarter:

Date of submission :

Sn.	District	Number of EC registered under the scheme			Spacing ensured for 2 years for birth of first child following marriage (# of ECs)	Spacing ensured for 3 years between first and second child (# of ECs)	# ECs opted for Sterilization after 1 <sup>st</sup> child under the scheme	# ECs opted for Sterilization after 2 <sup>nd</sup> child under the scheme	Remarks
		EC with no children	EC with one child	EC with 2 children					
1									
2									
3									
TOTAL									