I/89737/2023

JEEViKA
Rural Development Department, Government of Bihar

Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar

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Office Order

Digitization of Fisheries Intervention in Web and Mobile Application

BRLPS (Bihar Rural Livelihoods Promotion Society) is actively engaged in Fisheries intervention program that spans 32 districts in Bihar. Currently, this program encompasses 105 ponds, by mobilising 736 SHG members, with the support of 82 Matasya Sakhis. Project is envisaging to scale up fisheries activities across 38 districts. The overarching goal of this initiative is to create additional livelihood opportunities for SHG members.

In order to extend the program's coverage and to scale it up, it is imperative to systematically gather data on various aspects. This includes information on the geographical reach of the program, as well as the input-output cost of business cycles within the fisheries intervention in the field. This data collection and monitoring process is integral to improve the income prospects of the community members involved.

To effectively achieve these goals, the Livestock theme, in collaboration with the MIS team of BRLPS, has developed an MIS known as the E-Fisheries in Web and App modules. These modules serve the critical purpose of not only collecting data but also enhancing the reporting, analysing and visualization of the fisheries intervention across the entire state of Bihar.

The E-Fisheries modules have been designed with a specific focus on different aspects of the program, and their responsibilities are distributed at both the district and block level staffs. A manual having details of all modules has been developed and attached as **Annexure-1**.

Staff wise responsibilities has been mentioned below: -

S No	Platform	Module	Entry Level	Responsibility	Frequency
1	CBO-MIS	FPG Profile Entry	BPIU	MIS Executive	One-Time
2		FPG Activity Mapping as Fisheries			
3		FPG Member Mapping			
4		Matasya Sakhi Profile Entry			
5		Matasya Sakhi Mapping with FPG			
6	E-Fisheries **WEB-MIS**	Pond Details Entry	DPCU	Mg-LS YP-LS IC-LS	One-Time
7		Pond Mapping with VO			
8		FPG Mapping with Pond			
9		Activity Mapping with Pond			
10		Fund-Entry Mapping with Pond			
11		Member Mapping with FPG			
12		Matasya Sakhi Mapping with Pond			
13		Procurement Entry			
14	E-Fisheries **Mobile-App**	Create Batch	BPIU	Livestock Nodal (LHS/AC/CC)	Regular/ Real-Time
15		Input on Fish Farming			
16		Output from Fish Farming			
17		Profit Distribution			

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Directions: -

1. The MIS Entry will be done only after fish stocking on the pond.
2. Punching of Data in the MIS should be done as per the actual. Concerned staff should ensure to enter the correct data (Date/Amount/Mapping, etc.) of the activity by referring the books of records and the figures mentioned in files only.
3. The legacy data to be digitized in E-Fisheries WEB and Mobile-App before 5^h December, 2023 and further real time digitization is to be maintained.
4. Livestock Manager / YP-LS / IC-LS will be accountable for the digitization in WEB and App.
5. DPM to review entry status on daily basis till legacy data is captured.
6. The review meetings after 5th December, 2023 will be conducted on the basis of the MIS data only.

Signed by Rahul Kumar
Date: 16-11-2023 21:38:03
(Rahul Kumar)
CEO, BRLPS-cum-
Mission Director

Copy to:
1. Director/OSD/AO/CFO/PCs/PS
2. All SPMs/SFMs and PMs/AFMs
3. All DPMs/In charge, All Livestock Manager/In charge, All Livestock YPs.
4. All BPMs
5. IT Section.

Annexure-I

1 Block Level

1.1 Create PG in CBO MIS

To get started with setting up a PG in the CBO MIS, the MIS Operator must make sure to enter the correct formation and meeting dates. Additionally, there are a few predefined values like CBO Type (**PG**), Theme (**Off-Farm**), and Project (**BRLPS**) that need to be specified. This marks the first step in the process.

1.2 Mapping of PG as Fisheries

Following the completion of PG Profiling, it is essential to ensure that the PG is correctly mapped as "**Fisheries**."

1.3   Member Mapping in PG

After the PG has been created and its mapping has been successfully executed, the MIS Operator is required to map all the FPG Members. If any members cannot be located, it is important to double-check and verify their member profiles.

1.4   Cadre (Matsya Sakhi / Fisheries Resource Person) Profiling in CBO MIS

Please provide all the necessary information for the Cadre (Matsya Sakhi / Fisheries Resource Person) and make sure to accurately specify their date of joining.

1.5   Mapping of Cadre (Matsya Sakhi / Fisheries Resource Person) with PG

Once you have input the cadre profile, it's important to associate the cadre with the FPG. Failing to map the cadre renders the profile invalid and renders it useless.

2   District Level

2.1   Pond Details Entry

At the district level, the initial step involves pond profiling. Here, you are required to input the following details: the Pond's name for identification, its address, the selection of the financial year based on the allotment date, the correct date, a unique pond code (up to 15 characters), the actual area, and the water area. The final option pertains to water availability, where you must choose either "seasonal" or "perennial" depending on the feasibility of fish farming. For instance, for ponds prone to flooding, it's advisable to opt for "seasonal" availability.

2.2   Pond Mapping with VO

Once again, it is necessary to establish the mapping of the FPG and the VO. Always double-check the VO with its creation date to ensure accurate entry. The **Mapping Date** will be the allotment date mentioned in the allotment letter for the pond. If you encounter any difficulties in locating the FPG in the dropdown menu within the respective block, please reach out to the block MIS operator. It's possible that they haven't created the profile or may have overlooked mapping the PG as "Fisheries."

2.3 FPG Mapping with Pond

	SI	Name of Pond	Address	Date of allotment from District authority	Name of FPG	FPG Formation Date	Date of FPG Mapping with Pond
☐	1	--Select--			--Select--		
☐	2	--Select--			--Select--		
☐	3	--Select--			--Select--		
☐	4	--Select--			--Select--		
☐	5	--Select--			--Select--		

The subsequent step involves mapping the FPG with the Pond Profile. The **Mapping Date** will always be the date of FPG formation, which will always be **Older/Greater** than the date of allotment. If you encounter any difficulties in locating the FPG in the dropdown menu within the relevant block, please get in touch with the block MIS operator. It's possible that they haven't created the profile or may have overlooked mapping the PG as "Fisheries."

2.4 Activity Mapping with Pond

	SI	Name of Pond	Address	Date of allotment from District authority	Activity/Scheme Name	Date of Activity/Scheme Mapping with Pond
☐	1	--Select--			--Select--	
☐	2	--Select--			--Select--	
☐	3	--Select--			--Select--	
☐	4	--Select--			--Select--	
☐	5	--Select--			--Select--	

The subsequent step involves activity mapping. You must choose the appropriate activity selected by the community for which the fund demand has been made. The **date for mapping the Activity/Scheme with the pond** should be the date of selecting the business plan in the FPG meeting and developing the business plan using the Excel formula sheet.

2.5 Fund-Entry Mapping with Pond

	SI	Name of Pond	Address	Date of allotment from District authority	Fund Type	Amount of CID fund disbursed (Rs.)	Amount of CIF – A (Fixed Capital) fund disbursed (Rs.)	Amount of CIF – B (Working Capital) fund disbursed (Rs.)	Date of Fund Disbursed
☐	1	--Select--			--Select--				
☐	2	--Select--			--Select--				
☐	3	--Select--			--Select--				
☐	4	--Select--			--Select--				
☐	5	--Select--			--Select--				

When entering the Fund-Entry Mapping with the pond, please adhere to the following conditions:

- If the FPG has received the total fund for all three heads, select "all" and enter the amount along with the disbursement date.
- If the FPG has received funds for only one or two heads, and the amount matches the business plan, select the heads individually and make the entry. For the remaining heads, enter the details once you've received the funds.
- In cases where you were supposed to receive INR 1,12,100 under CIF-1 but have received only INR 90,000, please do not proceed with partial value entry in the MIS.
- The fisheries application will only function correctly when the correct CIF-2 amount has been entered in the MIS.

2.6 Member Mapping with FPG

To ensure accurate mapping in the MIS, please follow these steps:

- Select the FPG.
- Choose the VO.
- Then, select the SHG.
- Proceed to map the appropriate members accordingly.

2.7 Matasya Sakhi Mapping with Pond

Make sure to map the Matsya Sakhi with the pond. If you cannot find the Matsya Sakhi's name in the dropdown menu within the relevant block, please get in touch with the block MIS operator. It's possible that they haven't created the cadre profile or may have overlooked mapping it with the respective FPG. Here, the Mapping Date will be the date of joining.

2.8 Procurement Entry

Finally, make sure to input the materials being procured in the FPG using CIF-1 and specify the date of purchase. Please use the UC files and noting for reference with regards to legacy data where needed.

3 Block Level

3.1 Home Page

Once you've logged into the mobile app using the Block_Mob_User credentials, you'll be granted access to perform data entries for all the FPGs in the designated block. This vital task is primarily the responsibility of the Livestock Nodal (LHS/AC/CC) and is carried out in real-time, ensuring that accurate and up-to-date information is recorded. On this particular page within the app, you'll find five distinct options for data entry.

The data entries you make through this mobile app should meticulously align with the actual data and the official records maintained by the FPGs under the Jeevika program. It's crucial to ensure that your entries are in harmony with the detailed and systematic documentation available, making sure that the information input is consistent with the records kept by the FPGs. Additionally, when making these entries, it's important to consider any historical or legacy data that has been documented in the minutes of the FPG meetings.

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3.2   Create Batch

In the batch creation process, you'll be creating a batch where the available batch number will be automatically displayed. Here are the steps:

- Select the farming scheme.
- Choose the type of seed from the dropdown menu.
- Specify the total weight of the fish seed and the count of the fish seed purchased.
- Record the expenditure of the fish seed.
- Select the species of the fish seed being stocked.
- Enter the date of stocking.
- Upload the photograph of the fish seed stocking in real-time.

3.3 Input on Fish Farming

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When dealing with Input on Fish Farming, it's crucial to accurately record the following information from the available drop-down menu:

- Quantity of the product.
- Cost incurred for the product.
- Select the appropriate unit of measurement.
- Specify the date of purchase, referring to the books of record to ensure accuracy.

It's important that the recorded expenditure value matches the actual expenses entered into the app. If you encounter an expenditure that is not listed in the drop-down menu, please choose "Other" and provide details regarding the expenditure head.

The tab "Working Capital" and "Total Expenditure" will display the expenditure made till date on the batch in this module.

Additionally, please note that the cost of the fish seed should not be captured in this window, as it has already been recorded during batch creation. If, by any chance, the FPG acquires additional fish seed, you should input this data under "Others" and specify the expenditure as "Fish Seed." This meticulous data entry ensures accurate tracking of expenses related to fish farming activities.

3.4 Output from Fish Farming

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When recording the output from fish farming, make sure to follow these steps:

- Select the fish type and other relevant outputs from the drop-down menu.
- Enter the accurate total weight for each fish type.
- Specify the count of fish for each type.
- Enter the sale amount
- Enter the date of the selling

The app will automatically calculate and display the revenue from the sale in both the "Total Sales" tab and the "Total Weight" tab, ensuring an efficient and accurate overview of the generated revenue and total weight of the fish produced.

11:27 AM | 6.1KB/s

Fishery

मत्स्य पालन से उत्पादन

FPG का नाम

AMAR JEEVIKA MAHILA MATASYA UTPADAK SAMUH

बैच नं. (Batch No.)

Batch-1

कुल बिक्री (किलो में)   **कुल बिक्री राशि**

25.00   3600.00

मत्स्य प्रजाति को चुनें

---SELECT FISH TYPE--- ▼

बिक्री की मात्रा (किलो ग्राम में)

मछली/अंडे की संख्यां (गिनती में)

औसत वजन (In Gram)

0

बिक्री राशि

बिक्री की तारीख ★

SELECT Date 📅

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3.5   Profit Distribution

The Profit Distribution module is designed to calculate and record individual member's profits and VO contributions. To use this module, please follow these steps:

- Enter the VO contribution percentage.
- Select the members who will equally benefit from the profit distribution.
- Click the "Submit" button to save the data.

It's important to note that this module will only function when there is a profit in the FPG. In cases of a loss, no profit data will be recorded, and the distribution will be conducted with a "0" value.

Additionally, make sure the distribution date is set to a date earlier than the batch creation of the new batch. This means that profit distribution should be completed before creating a new batch. This ensures a seamless and organized process for managing profits within the FPG.

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Fishery

मुनाफा वितरण

FPG का नाम

AMAR JEEVIKA MAHILA MATASYA UTPADAK SAMUH

बैच नं. (Batch No.)

कार्यशील पूंजी   **कुल लाभ**

VO में योगदान का प्रतिशत   **VO में योगदान की राशि**

एफपीजी का सदस्य

SL. No.	Member Name	Husband Name	Select

लाभांश राशि प्रति सदस्य

कुल लाभ वितरण राशि   **VO में कुल जमा शेष**

वितरण की तारीख★

SELECT Date

Home   >

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3.6 Input & Output Report

This module is designed to view the total expenditure and output from the batch till date. This will help in reconciliation and analysing the business expenditure of the FPG.

Please select the batch no for which you want to look the records till date.

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Fishery

व्यय और उत्पादन रिपोर्ट

Select Batch Number

Batch-1

लागत

SL.	Particular	Quantity	Amount (Rs.)
1	मत्स्य बीज	50.00 KG	4200.00
	Total :		4200.00

उत्पादन

SL.	Particular	Quantity	Amount (Rs.)
1	रोहू	25.00 KG	3600.00
	Total :		3600.00