

Scheme: Jagananna AmmaVodi

STANDARD OPERATING PROCEDURE

1. Description of the Scheme

The primary objective of Jagananna Amma Vodi scheme is to provide financial assistance to each unique mother or recognized guardian in the absence of mother, who is below poverty line household, irrespective of caste, creed, religion and region to enable her to educate child/children from Class I to XII.

2. Functionary Responsible for Scheme Delivery

Welfare and Education Assistant, Ward Education Data Processing Secretary

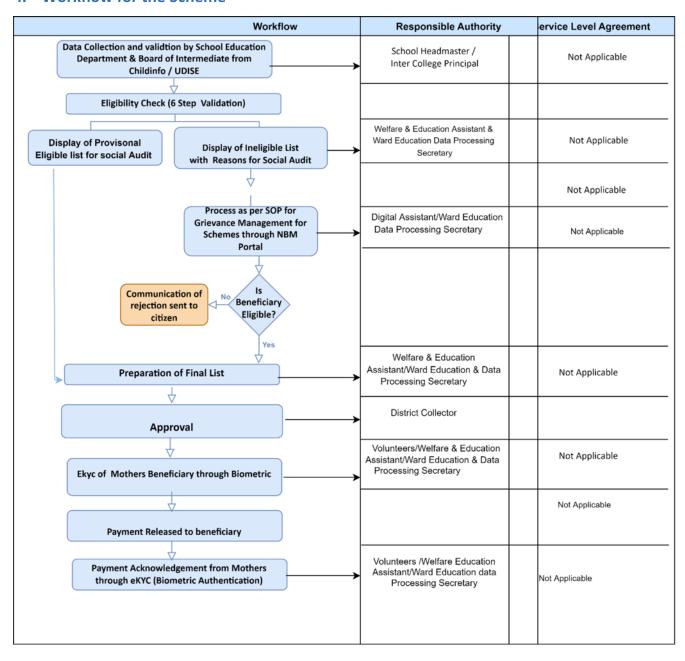
3. Eligibility Criteria

| Sr. No. | Criteria | Conditions |
|---------|--------------------------------------|---|
| 1. | Citizenship | Should be a permanent resident of Andhra Pradesh |
| 2. | Total Family Income | Total family Income should be less than Rs. 10,000/- per month in Rural areas and Rs. 12,000/- per month in Urban areas (BPL) |
| 3. | Mother/beneficiary possess | The beneficiary/mother should possess white ration card and a valid Aadhar card issued by Govt. |
| 4. | Government Employee/ Pensioner | No family member should be a government employee or Government pensioner. The families of Sanitary workers are exempted. |
| 5. | Four-wheeler | Family should not own a four-wheeler (Taxis, Tractors, Autos are exempted). |
| 6. | Electricity consumption | Monthly electricity consumption of a family dwelling unit (own/rent) should be on average below 300 units. |
| 7. | Income Tax | No family member should be an income tax payee. |
| 8. | Municipal property | Land in municipal area should be less than 1000 Sq. ft |
| 9. | Age & Gender | Not Applicable |
| 10. | Date of Birth Proof | Aadhar card /Integrated Certificate |
| 11. | Bank Account Details | Mother/ recognized guardian of the beneficiary should have an account linked with Aadhar card & must be active. |
| 12. | Attendance | Beneficiaries to ensure that the child should clock 75% attendance. |



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5. Immediate Appellate Authority

Respective School Headmaster / Inter College Principal

6. Reference Documents

| Sr. No. | Description | Document No. |
|------------|------------------------|------------------------------------|
| 1. | Jagananna Amma Vodi GO | G.O. MS. No. 79, Dated: 04-11-2019 |

7. G.O. Amendment History

| Rev. No. | Revision Date | Amendment Details |
|----------|---------------|-------------------|
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8. SOP Amendment History

| Rev. No. | Revision Date | Amendment Details |
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9.Contact for technical issues

Citizen can reach out to:9705655349, 9705454869

Email: apcse.@ap.gov.in



STANDARD OPERATING PROCEDURE

1. Description of the Scheme

The objective of the scheme is to extend financial assistance to students belonging to SC, ST, BC, EBC (other than Kapu), Kapu, Minority and Differently Abled categories who are pursuing the post metric courses from ITI to Ph.D except Intermediate by way of full fees reimbursement.

2. Functionary Responsible for Scheme Delivery

Welfare & Education Assistant / Ward Education Data Processing Secretary

3. Eligibility Criteria

| Sr. No. | Criteria | | Conditions | |
|---------|--------------------------------------|--|-------------------|---|
| 1. | Citizenship | He/she should be a permanent resident of Andhra Pradesh | | |
| 2. | Total Family Income | The total family annual income to be less than or equal to Rs. 2.50 lakhs. | | |
| 3. | Total family Land holding | Beneficiaries should only have the wetland below 10 acres/agricultural land below 25 acres/ or wetland and agricultural land under 25 acres. | | |
| 4. | Government Employee/ Pensioner | • | _ | nment employee or Government orkers are exempted. |
| 5. | Course Completion | The students must have availed admission in the colleges / universities or institutes recognized in regular courses. | | |
| 6. | Eligibility Courses | B. Tech Polytechnic B. Ed M. Tech M. Pharmacy MBA Other Degree / PG Courses * For PG Courses only Government/University Colleges are eligible. | | |
| 7. | Institution | The students enrolled in the following institutions are eligible: Government or Government Aided Private Colleges affiliated to State Universities / Boards. Day scholar students, students in College Attached Hostels (CAH) and Department Attached Hostels (DAH) | | |
| 8. | Attendance | Aggregate attenda | nce should be 75% | ć |

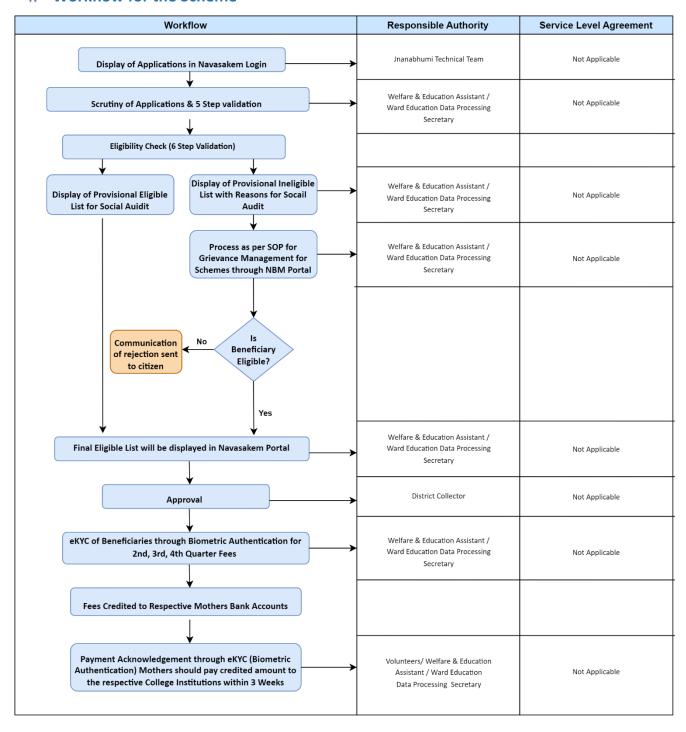


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| 9. | List of Documents Required | Aadhaar Card Rice Card / Income certificate College admission particulars Parents details Declaration of No Government Employee / Pensioner Non-taxpayer declaration / No Four-Wheeler / No Urban Property beyond 1500 Square feet / No agriculture land beyond the prescribed limit | |
|-----|-------------------------------|---|--|
| 10. | Four-wheeler | No member of the family should own a four-wheeler (Taxies / Tractors/ Autos are exempted) | |
| 11. | Municipal Landholding | A family who owns no property or less than 1500 sq. ft. of built-up area (Residential or Commercial) in urban areas is eligible | |
| 12. | Income Tax | No family member should be an income tax payee | |
| 13. | Age & Gender | Both Male & Female, Age should be depending on the Eligible of prescribed courses. | |
| 14. | Caste & Category | Students belonging to SC, ST, BC, EBC (other than Kapu), Kapu, Minority and Differently Abled categories are eligible. | |
| 15. | Ineligibility | This scheme is not applicable to deemed and private varsities (Except for Government Quota). The scheme is not applicable to students studying through distance learning and correspondence courses. This scheme is not applicable to the student belonging to management and NRI quotas. | |



STANDARD OPERATING PROCEDURE





STANDARD OPERATING PROCEDURE

5. Immediate Appellate Authority

Mandal Parishad Development Officer / Municipal Commissioner

6. Reference Documents

| Sr. No. | Description | Document No. |
|------------|-----------------------------------|-------------------------------------|
| 1. | Jagananna Vidya Deevena Scheme GO | G.O. MS. No. 115, Dated: 30-11-2019 |

7. G. O. Amendment History

| Rev. No. | Revision Date | Amendment Details |
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8. SOP Amendment History

| Rev. No. | Revision Date | Amendment Details |
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| 00 | dd-mm-yy | |

9. Contact for Technical Issues

Citizens can reach out to Toll Free No.: 1902 for raising a grievance (or) can email to: jnanabhumi.jvdschemes@gmail.com

For more information visit https://navasakam.ap.gov.in/

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STANDARD OPERATING PROCEDURE

Scheme: YSR Kapu Nestham

1. Description of the Scheme

The objective of the scheme is to financially empower Kapu, Balija, Telaga, Ontari women between the age of 45-60 years by enhancing their livelihood opportunities and living standards with financial assistance of a total amount of Rs.75,000/- over the period of 5 years i.e., Rs.15,000/- per annum.

2. Functionary Responsible for Scheme Delivery

Welfare & Education & Assistant -Village/ Ward Welfare & Development Secretary – Ward

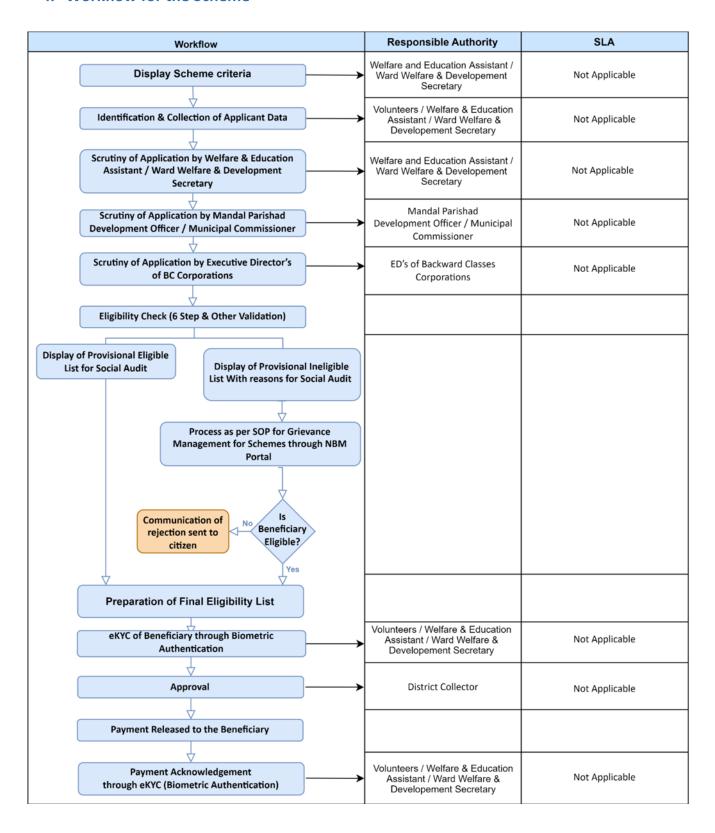
3. Eligibility Criteria

| Sr. No. | Criteria | Conditions |
|---------|--------------------------------------|--|
| 1. | Citizenship | Should be a permanent resident of Andhra Pradesh |
| 2. | Total Family Income | Total family Income should be less than Rs.10,000/- per month in Rural areas and Rs.12,000/- per month in Urban areas. |
| 3. | Total family Land holding | Total land holding of the family should be less than 3.00 Ac. of Wet (or) 10 Ac. of Dry land (or) 10 Acres of land put together for this purpose. |
| 4. | Government Employee/ Pensioner | No family member should be a government employee or Government pensioner. The families of Sanitary workers are exempted. |
| 5. | Four-wheeler | Family should not own a four-wheeler (Taxis, Tractors, Autos are exempted). |
| 6. | Electricity consumption | Monthly electricity consumption of a family dwelling unit (own/rent) should be less than 300 units. |
| 7. | Income Tax | No family member should be an income tax payee. |
| 8. | Municipal property | Less than 750 sq. feet of built-up area (Residential or commercial) |
| 9. | Age & Gender | Should be between 45 – 60 Years & Female |
| 10. | Date of Birth Proof | Integrated Caste Certificate (which includes Caste, Date of Birth & Nativity), or Birth Certificate/ SSC Marks Sheet, or Voter ID card, or Pension Card issued by Govt of AP. |
| 11. | Category | Must belong to the Kapu community (Kapu, Balija, Telaga and Ontari Communities) |



STANDARD OPERATING PROCEDURE

Scheme: YSR Kapu Nestham





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Scheme: YSR Kapu Nestham

5. Immediate Appellate Authority

- Mandal Parishad Development Officer
- Municipal Commissioner

6. Reference Documents

| Sr. No. | Description | Document No. |
|------------|----------------------------|-----------------------------------|
| 1. | YSR Kapu Nestham Scheme GO | G.O. MS. No. 4, Dated: 28-01-2020 |

7. G. O. Amendment History

| Rev. No. | Revision Date | Amendment Details |
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8. SOP Amendment History

| Rev. No. | Revision Date | Amendment Details |
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9.Contact for Technical Issues

Citizens can reach out Help Desk Number: 6305159559 for raising a grievance(or) can visit apkwdc@gmail.com



Scheme: YSR Cheyutha

STANDARD OPERATING PROCEDURE

1. Description of the Scheme

The objective of the scheme is to extend financial assistance to the women belonging to BC, SC, ST and Minority Communities who are in the age group of 45-60 years (except the women beneficiaries already covered under YSR Pension Kanuka) with a sum of Rs. 75,000/- in four phases (in four years) through various Welfare Corporations. This will create access to enhanced livelihood opportunities, income generation and wealth creation at the household level, on a sustainable basis leading to better standards of living.

2. Functionary Responsible for Scheme Delivery

Welfare & Education & Assistant / Ward Welfare & Development Secretary

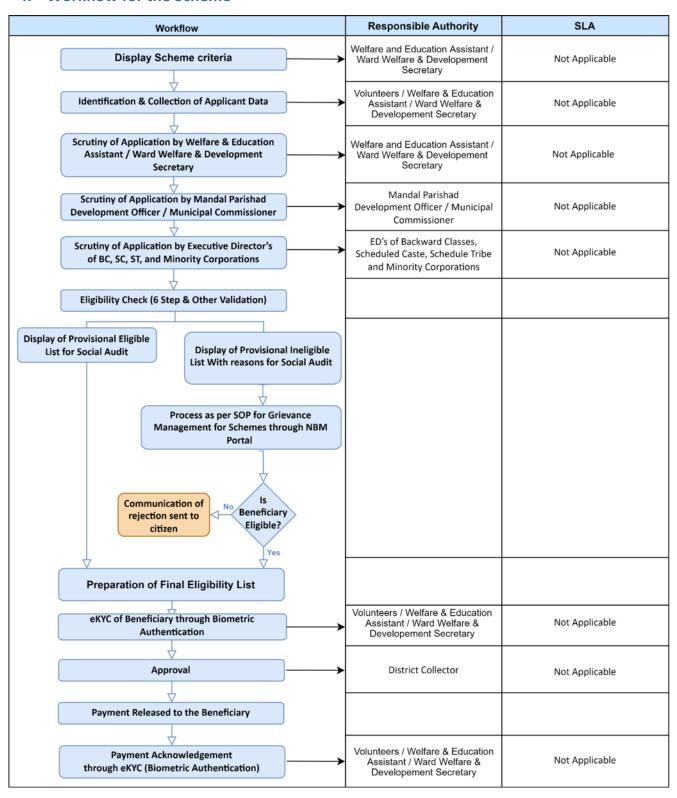
3. Eligibility Criteria

| Sr. No. | Criteria | Conditions |
|---------|--|--|
| 1. | Citizenship | Should be a permanent resident of Andhra Pradesh |
| 2. | Total Family Income | Total family Income should be less than Rs. 10,000/- per month in Rural areas and Rs. 12,000/- per month in Urban areas. |
| 3. | Total family Land holding | Total land holding of the family should be less than 3.00 Ac. of Wet (or) 10 Ac. of Dry land (or) 10 Acres of land put together for this purpose. |
| 4. | Government Employee/ Pensioner | No family member should be a government employee or Government pensioner. The families of Sanitary workers are exempted. |
| 5. | Four-wheeler | Family should not own a four-wheeler (Taxis, Tractors, Autos are exempted). |
| 6. | Electricity consumption | Monthly electricity consumption of a family dwelling unit (own/rent) should be less than 300 units. |
| 7. | Income Tax | No family member should be an income tax payee. |
| 8. | Municipal property | In Municipal areas, a family who owns no property or less than 1000 sq. feet of built-up area (Residential or commercial) is eligible. |
| 9. | Age & Gender | Female. 45 – 60 Years, (except the women beneficiaries already covered under YSR Pension Kanuka) |
| 10. | Date of Birth Proof | Integrated Caste Certificate (which includes Caste, Date of Birth & Nativity) or Birth Certificate/ SSC Marks Sheet or Voter ID card. |
| 11. | Caste Certificate & Bank Account Details | The beneficiary shall submit valid caste certificate and shall furnish details of an unencumbered bank account opened in her name in any of the Scheduled Commercial Banks for crediting the financial assistance. |



Scheme: YSR Cheyutha

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Scheme: YSR Cheyutha

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5. Immediate Appellate Authority

- Mandal Parishad Development Officer
- Municipal Commissioner

6. Reference Documents

| Sr. No. | Description | Document No. |
|------------|--|-------------------------------------|
| 1. | YSR Cheyutha Scheme – Operational Guidelines | G.O. MS. No. 636, Dated: 12-06-2020 |
| 2. | YSR Cheyutha Scheme – Guidelines/Workflow for implementation of the scheme | Memo No. 1168432/RD.I/A1/2020 |

7. G. O. Amendment History

| Rev. No. | Revision Date | Amendment Details |
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8. SOP Amendment History

| Rev. No. | Revision Date | Amendment Details |
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9.Contact for Technical Issues

Citizens can reach out to toll Free Nos – 1902 for raising a grievance(or) can visit www.navasakam2.apfss.in



STANDARD OPERATING PROCEDURE

1. Description of the Scheme

The aim of this scheme is to provide an amount of Rs.10,000/- as ban relief to all sea going fishermen families who are not able to earn their livelihood during the ban or lean period of marine fishing from April 15th to June 14th every year (61 days) (both days inclusive). Functionary Responsible for Scheme Delivery

Fisheries Assistant

2. Eligibility Criteria

| Sr. No. | Criteria | Conditions |
|---------|---|---|
| 1. | Citizenship | Should be permanent resident of Andhra Pradesh |
| 2. | Total Family Income | Total family Income should be less than Rs. 120,000/- per annum in Rural areas and Rs. 144,000/- per annum in Urban areas |
| 3. | Total family Land holding | Total land holding of the family should be less than 3.00 Ac. of Wet (or) 10 Ac. of Dry land (or) 10 Acres of land put together for this purpose |
| 4. | Government Employee/Pensioner | No family member should be a government employee or Government pensioner. The families of Sanitary workers are exempted |
| 5. | Four-wheeler | Family should not own a four-wheeler (Taxis, Tractors, Autos are exempted) |
| 6. | Electricity consumption | Monthly electricity consumption of a family dwelling unit (own/rent) should be less than 300 units. |
| 7. | Income Tax | No family member should be an income tax payee. |
| 8. | Municipal property | In Municipal areas, a family who owns no property /less than 1000 sq. feet of built-up area (Residential or commercial) is eligible. |
| 9. | Age & Gender | Should be a male between 18 - 60 years |
| 10. | Date of Birth Proof | Aadhaar card, Occupational certificate, Voter ID card, Rice card of all crew |
| 11. | Craft wise Crew Allowable | Mechanized boats with OAL above 18 Mtrs- 10 crew members maximum (Excluding boat owner) Mechanized boats with OAL above 10 Mtrs- 8 crew members max (Excluding boat owner) Motorized boat - 6 crew members maximum (Including boat owner) Non-Motorized - 3 crew members maximum (Including boat owner) |
| 12. | HSD oil Utilization | Mechanized boats - Should utilize High Speed Diesel (HSD) oil minimum 1000 litres Motorized boats - Should utilize High Speed Diesel (HSD) oil minimum 100 litres |
| 13. | Specific Ineligibility Conditions or Exclusions | Fishing boats which are imposed penalty under APMFR Act during the previous financial year are not eligible for payment of ban relief The beneficiary should not be covered in any other government DB schemes like Archakas, Chedodu, Rythu Bharosa, Vidya Deevena, Vasati Deevena, Vahana Mitra, Kapu Nestham, Pastor, YSR Cheyuth |

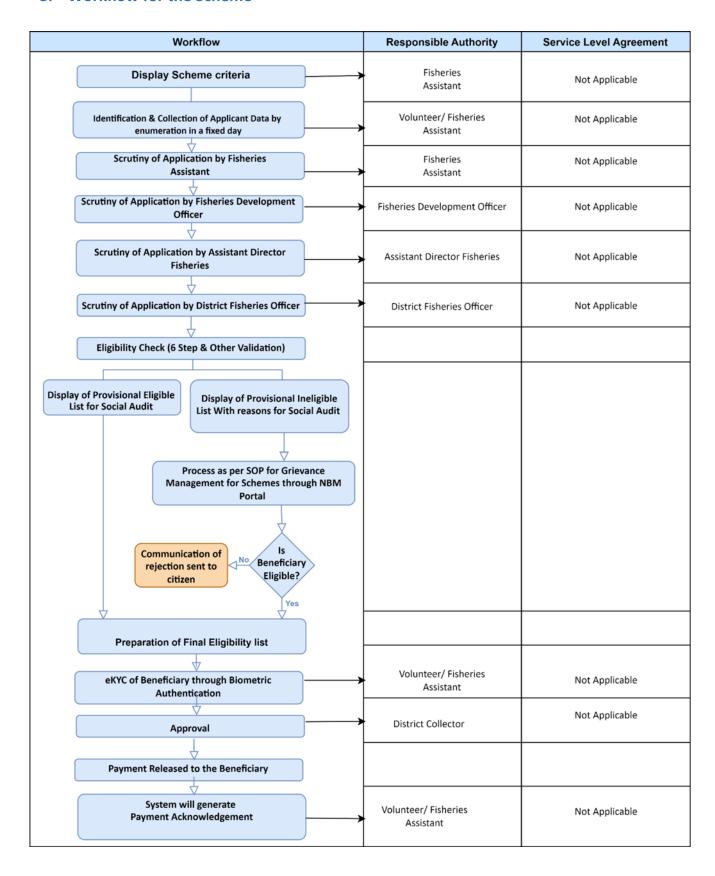


STANDARD OPERATING PROCEDURE

| and any other type of schemes and any pensions. Only one benefit |
|--|
| will be extended to one family by considering the Household as a |
| unit and household is treated as family. |



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4. Immediate Appellate Authority

- 1. Village Fisheries Assistant
- 2. Fisheries Development Officer

5. Reference Documents

| Sr. No. | Description | Document No. |
|------------|---|----------------------------------|
| 1. | YSR Matsyakara Bharosa | Memo No. 124/J1/2022 |
| 2. | YSR Matsyakara Bharosa – Ban Period – Operational Guidelines – Amendment | G.O. Rt. No. 74 dated 06/04/2022 |
| 3. | YSR Matsyakara Bharosa – Ban Period – Operational Guidelines | G.O. Rt. No. 56 dated 04/03/2022 |

6. G. O. Amendment History

| Rev. No. | Revision Date | Amendment Details |
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7. SOP Amendment History

| Rev. No. | Revision Date | Amendment Details |
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8. Contact for Technical Issues

Citizens can reach out to toll Free Nos 18004251188 or 155251 for raising a grievance(or) can visit

http://ematsyakar.com:8080/kcc/index.jsp or https://navasakam.ap.gov.in/

For AP Aquaculture Information System

https://apsac.ap.gov.in/dashboard-staging/ap-aquaculture-information-system/

Fish Andhra Call center Number 7416616685



STANDARD OPERATING PROCEDURE

1. Description of the Scheme

The objective of this scheme is to support the cultivators in meeting the investment needs during the crop season and to enable higher crop productivity and provide financial assistance to landless tenant farmers & Record of Forest Rights (ROFR) Cultivators belonging to SC, ST, BC, and minority categories. The benefit of this scheme will be transferred in 3 instalments every year i.e., in the month of May, October & January.

Note: Farmers with Crop Cultivator Rights Card (CCRC) will be paid Rs.13,500/- at once by the State Government only.

2. Functionary Responsible for Scheme Delivery

Village Agriculture/ Horticulture/ Sericulture Assistant

3. Eligibility Criteria

| Sr. No. | Criteria | Conditions |
|---------|------------------------------|--|
| 1. | Citizenship | Should be a permanent resident of Andhra Pradesh |
| 2. | Total Family Income | Total family Income should be less than Rs. 10,000/- per month in Rural areas. A farmer family is defined as a family comprising of husband, wife, and children. Married children are considered as Separate Unit for considering assistance. |
| 3. | Total family Land holding | Land Less Cultivators The tenant farmer/family member should not have any Agriculture/Horticulture/Sericulture Land of their own. Minimum Area to be taken on lease by a single individual Landless Tenant is as below. All Agriculture, Horticulture, and Sericulture Crops – 1.0 Acre. Vegetables, Flowers, and Fodder Crops – 0.5 Acre. Betel Vine – 0.1 Acre. Landowner Farmer Families Irrespective of Size of Holding, benefit will be extended to only one cultivator per Landowner family. Farmer families cultivating under ROFR Lands & D Patta Lands. In case of joint holding, the benefit will be transferred to the bank account of the person within the family with highest quantum of landholding. If the quantum of cultivable land owned by two or more individual family members is same, the benefit will be transferred to the bank account of the elder/eldest, as the case may be, of such members of that farmer family |

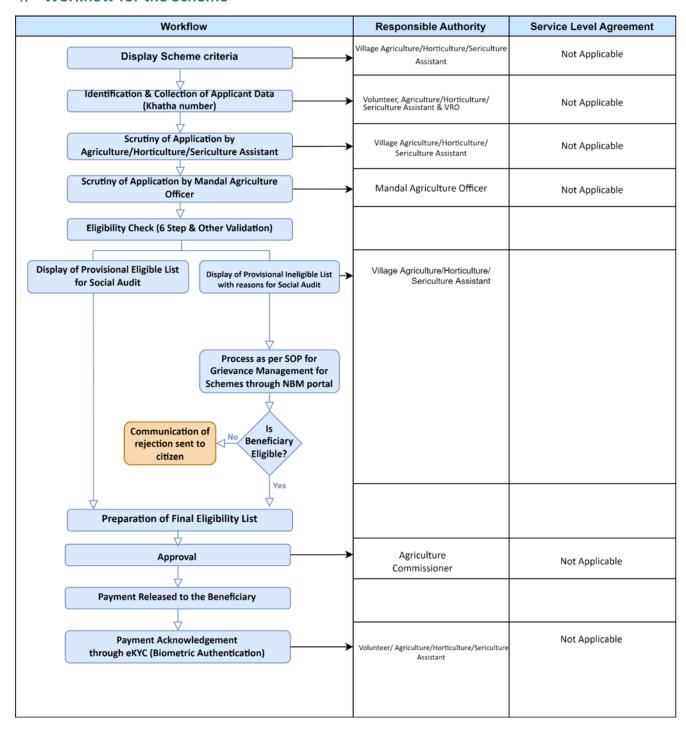


STANDARD OPERATING PROCEDURE

| 4. | Government Employee/ Pensioner | No family member should be a government employee or Government pensioner. |
|----|--------------------------------------|--|
| 5. | Income Tax | No family member should be an income tax payee. |
| 6. | Specific Ineligibility | All Institutional Land holders Former and present holders of constitutional posts like ministers, MLAs, MPs, Mayors of Municipal Corporations, Chairpersons of District Panchayats Former and present employees of Central, State Government Ministries, Offices, Departments, PSEs, local bodies, Autonomous Institutions under Government Retired pensioners whose monthly pension is Rs. 10,000 or more All Persons who paid Income Tax in last assessment year Professionals registered with Professional bodies, e.g., CA, Doctor, Architect, Lawyers, Engineers, etc. Persons owning farmlands converted into House sites, Aquaculture, or any other non-agriculture usage Persons who have paid Commercial Tax/ Professional Tax/ GST during last assessment year. |



STANDARD OPERATING PROCEDURE





STANDARD OPERATING PROCEDURE

5. Immediate Appellate Authority

- 1. Village Agriculture/Horticulture/Sericulture Assistant
- 2. Mandal Agriculture Officer

6. Reference Documents

| Sr. No. | Description | Document No. |
|------------|-----------------------------|-------------------------------------|
| 1. | YSR Rythu Bharosa Scheme GO | G.O. MS. No. 113, Dated: 26-11-2019 |
| 2. | YSR Rythu Bharosa Scheme GO | G.O. MS. No. 96, Dated: 19-09-2019 |

7. G. O. Amendment History

| Rev. No. | Revision Date | Amendment Details |
|---------------------|---------------|--|
| G.O. MS. No. 113 | 26-11-2019 | The land-owning farmer families who collectively own cultivable land irrespective of size of land holdings will be provided a benefit of Rs. 13,500/- per farmer family per year, instead of Rs. 12,500/ |

8. SOP Amendment History

| Rev. No. | Revision Date | Amendment Details |
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9. Contact for Technical Issues

- Citizens can reach out to Toll Free Nos.: 1907 or 1902 or 1100 for raising a grievance (or) can visit https://ysrrythubharosa.ap.gov.in/RBApp/index.html
- To check out the Payment Status: https://ysrrythubharosa.ap.gov.in/RBApp/RB/Phase3Paymentstatus
- To check out the Grievance Status: https://ysrrythubharosa.ap.gov.in/RBApp/RB/Phase2Grievancestatus