



SCHOLARSHIP SCHEME FOR THE CHILDREN OF THE WORKERS OF JUTE MILLS/MSME-JDP UNITS IN THE JUTE SECTOR (WORKERS' WELFARE)

National Jute Board Act, 2008 provides to “secure better working conditions and provisions and improvement of amenities and incentives for workers engaged in the jute industry” under Section, 5(2), (xxii) for the welfare of workers in jute-producing units. In line with the same, NJB extends support to the workers’ family for education of their children, a scholarship scheme as Workers’ Welfare measures.

SCHOLARSHIP

Scholarship to the girl children on **Passing out the Examination in 2018** will be as follows:

- Secondary Education (for Girls only) : Rs.5,000/- (Five thousand)
- Higher Secondary Education (for Girls only) : Rs.10,000/- (Ten thousand)

The scheme will be applicable to the girl children of the workers of Jute Mills and MSME - JDP units engaged in production of jute products.

DEFINITION

- **Jute Mills:** Any registered Jute Mill manufacturing jute products will be considered under the scheme.
- **MSME- JDP Unit :** Any unit holding Registration cum Membership Certificate (RCMC) of JPDEPC as “Manufacturer-Exporter” or having a valid factory license and has paid license fee for the current year or a unit having Part – 2 registration under MSME and employing more than 10 workers in production unit will be considered under the scheme.
- **Worker of a Mill :** Any workman directly engaged in manufacturing jute goods or involved in the shop floor activities of jute goods producing units and in the payroll, as declared by the mill.
- **Worker of a JDP Unit :** Any worker who is directly engaged in manufacture of JDPs and is on the pay roll of the JDP unit and enrolled under ESI of the beneficiary unit.
- **Children :** Children means only the girl children of a worker who passed the Secondary/Higher Secondary Examination in 2018 under Board/Council through recognised school / college.
- Maximum two girl children per worker will get the benefit under the scheme.
- **Worker/Wife of a Worker:** Any worker/Wife of a worker who has passed the said Examination in 2018 shall also be eligible under the scheme.

OPERATIONAL GUIDELINE

- The Mill/JDP Unit shall authorize their Nodal Officer who shall be responsible to coordinate various matter with IJMA/NJB relating to the scheme. The Nodal Officer shall submit the applications of the children to IJMA (for Jute Mill)/ to JPDEPC(for JDP Unit) for processing and forward to NJB with recommendation.
- In the process of scrutiny of the applications, the Mill/JDP Units will verify the documents and submit to IJMA /JPDEPC .
- A consolidated list of eligible applicants in the prescribed format alongwith Aadhaarlinked Bank Account and relevant bank details (A/c No. & IFSC Code etc.) in both soft and hard copy in Excel Sheet for remittance of eligible scholarship amount directly to the Bank Account of the applicant.
- The bank details of the applicant with photocopy of the bank pass book will be considered. In case of Joint Bank Account, Father or Mother must be 1st /2nd account holder.
- Applications complete in all respect should be submitted/forwarded to NJB. Part submission of application will not be entertained. Incomplete applications will be rejected.
- Misrepresentation of facts/Mis-declaration may lead to termination of scholarship and the entire amount disbursed would be liable to be refunded by the Mill/JDP Unit.
- The scheme shall be valid only for the candidates who have passed Secondary/Higher Secondary Examination in the year 2018.
- The process followed/decision taken by NJB in granting the scholarship will be final.

DOCUMENTS TO BE SCANNED AND SUBMITTED WITH THE APPLICATION

The prescribed application duly filled in should be enclosed with following documents and submitted to respective Jute Mills/JDP Units.

- i) Admit Card of the Examination passed
- ii) Mark Sheet of the Examination passed
- iii) Certificate issued by the Board/Council, the Controller of Examination.
- iv) Aadhaar / Voter ID of the applicant
- v) Bank details – Copy of the Bank Pass Book (Bank Account must be Aadhar linked)

All these documents should be signed by the applicant and countersigned by the authorized nodal officer of the Mill/JDP unit.

- Jute Mills shall scrutinise/verify the applications and certify that the information are found to be correct with signature and stamp. After scrutiny/verification/certification, **Mill shall enclose a copy of current pay slip of the worker against respective applications** and forward to IJMA.
- JDP units shall scrutinise/verify the applications and certify that the information are found to be correct with signature and stamp. After scrutiny/verification/certification – JDP units shall enclose a copy of **ESI (Identity Certificate)** of the worker against respective applications and forward to JPDEPC.

PROFORMA OF THE APPLICATION FOR SCHOLARSHIP
[Scholarship Scheme for Girl Children of Jute Mills/ MSME- JDP Units Workers]

Note: i) The scheme is applicable to the Girl Children of Jute Mills/JDP Units who have passed out the Secondary/Higher Secondary Examination in 2018.
 ii) The application duly filled in should be submitted to the respective Jute Mill/MSME - JDP units with all required documents

Affix therecent
 Passport size
 Photograph duly
 Signed by the
 applicant.

Name of Mill/MSME-JDP Unit:	
Address:	
Name of Authorised nodal officer of the Mill/ MSME- JDP unit responsible for operation of the Scheme.	
RCMC/Factory License/DIC Part-2 Regd. Number of the unit.	
Name & Designation of the Worker: (Copy of the Voter Card/Aadhaar Card to be enclosed)	
Worker Code No. issued by Mill/JDP unit	
Status of the Worker	(Permanent/Casual)
Date of employment in the Mill/JDP Unit	
Relationship of the Worker with applicant:	
ESI / PF Account No.	

To
The Secretary,
National Jute Board
Kolkata.

1. Name of the applicant (in Block letters): _____

2. Name of the worker and relationship with the applicant. _____

Name of the Examination Passed	Name of the School/College from where the applicant completed the education: Secondary/Higher examination	Year of passing & Registration No.	Name of the Board/Council	Grade/Division

Encl: Relevant Xerox copies of Admit Card, Mark Sheet, Pass Certificate issued by the Board/Council with Self-attestation.

3. Present residential address with contact phone no./mobile no., if any: _____

Certified that the information given above are true to the best of my knowledge.

Signature of the applicant (with date) : _____

Signature with stamp of the Head of the School/College where the applicant completed the Secondary/Higher Secondary education. _____

Verification of the Mill / JDP Unit

1. Mr/Miss/Mrs.....son/daughter/wife of.....has passed the Secondary / Higher Secondary Examination .in 2018.
2. Sri / Smt.....is a (Permanent/Badli/Spl. Badli/Casual Worker) employed in our manufacturing unit as(Designation)
3. The applicant is entitled for scholarship of Rs.....(Rupees.....) under the Scholarship Scheme for Children of Jute Mill/MSME-JDP units.
4. We declare that above information are true and correct as per available records. Misrepresentation of facts/Misdeclaration will lead to termination of scholarship and the entire amount disbursed is liable to be refunded to NJB by us.

[Signature with seal of the authorised nodal officer of the Mill/MSME-JDP Unit]