

**Annexure**

**Norms for Drugs De-Addiction Centre (DDAC)**

A. NON-RECURRING EXPENDITURE(Admissible during the setting-up of the DDAC and also after a period of five years subject to condition that they have been receiving grants continuously)

(Amount in Rupees)

15 beds, tables, 3 sets of linen, blankets, office furniture, almirah, equipments, computers, refrigerator etc.	3,25,000
Adhaar based Biometric Attendance System	20,000
<b>Total</b>	<b>3,45,000</b>

B. RECURRING EXPENDITURE

S.No.	Name of the Post	No. of Posts	Monthly Expenditure (in Rs.)	Yearly Expenditure (in Rs.)	Minimum Qualifications
a. Administrative:					
1.	Manager-cum-Incharge of DDAC *	1	40,000	4,80,000	Post Graduate with 2 years of administrative experience or Graduate with 5 years of administrative experience in institutes/organizations preferably in the field of drugs. They should possess working knowledge of computers.
2.	Project coordinator(one for outdoor and other one for indoor activities)	2	25,000 x 2 = 50,000	6,00,000	Graduate with 3 years experience in institutes/organizations working in the field of

					drugs and possessing working knowledge of computers.
3.	Trainer cum Supervisor of peers and community mobilizers	2	15,000 x 2 = 30,000	3,60,000	12th Pass with two years experience in institutes/ organizations working in the field of drugs.
4.	Outreach Worker and follow-up supervisors *	2	15,000 x 2 = 30,000	3,60,000	Should be literate; Ex-drug user with 1-2 years of sobriety,  Willing to work among vulnerable and drug using population and possessing good communication skills.  Agrees to refrain from using, buying, or selling drugs; Ready to work for the prevention of harmful drug use and relapse
5.	Accountant (One Account cum Clerical Assistant and other one to be Account cum documentation Assistant)	2	12,000 x 2 = 24,000	2,88,000	Graduate in Commerce with knowledge of accounts and working knowledge of computers.
6.	Cook	1	10,000	1,20,000	
7.	Chowkidar	2	2 x 9,000 = 18,000	2,16,000	

8.	House keeping Staff	2	2 x 9,000 = 18,000	2,16,000	
b.	Medical:				
1.	(a) Doctor (Full time)	1	60,000 (Rural) 55,000 (Urban)	7,20,000 6,60,000	“MBBS with registration with medical council / medical commission” along with “should undergo training arranged by the MOSJE / NISD within three months of joining the DDAC.”
2.	Counsellor/ Social Worker/ Psychologist	2	2 x 17,500 = 35,000	4,20,000	Graduate in social sciences preferably in Social Work/ Psychology with 1-2 years' experience in the field and should have knowledge of English as well as one regional language. Preference shall be given to the person holding a Certificate of Training Course in de-addiction counselling from recognized institution.

3.	Yoga therapist/ Dance Teacher/ Music Teacher/ Teacher/ Art Teacher (part time)	1	5,000	60,000	Possessing experience of at least three years in the discipline
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4.	Nurse (full time)	2	15,000 x 2 = 30,000	3,60,000	A qualified nurse with GNM/B.Sc. nursing degree and should be willing to be trained by the agency, as decided by MSJ&E.
5.	Ward Boys	2	13,000 x 2 = 26,000	3,12,000	Class 8th pass with experience of working in Hospitals/ Health Care Centres/ de-addiction centres.
	TOTAL	19	3,76,000 (R)  3,71,000 (U)	45,12,000 (R)  44,52,000 (U)	

C. Recurring Expenditure (Other than Staff remuneration)			
S.No.	Item	Monthly Expenditure (Rs.)	Annual Expenditure (Rs.)
1.	Maintenance of building (building to be provided by district administration)	5,000	60,000
2.	Medicines	19,000	2,28,000
3.	Contingencies including office expenses (Stationery, water, electricity, postage, telephone, maintenance and repairing of bed, linen, Documentation & IEC material, printing, etc.)	20,000	2,40,000
4.	Transport/ Petrol and Maintenance of Vehicles.	15,000	1,80,000

5.	In house Kitchen expenditure @ Rs. 110 per day for 3 meals per day to 15 inmates	49,500	5,94,000
	TOTAL	1,03,500	13,02,000

#### D. RECURRING EXPENDITURE

##### a. Administrative:

(i)	Honorarium to Peer Educators (PE) 1 PE will take 1 session of 2 hours duration @ Rs. 150 per session over 60 sessions /Quarter	20	150	240 sessions	7,20,000
(ii)	Nutritional/ Refreshment support @ Rs.10 per day per child for 60 sessions/ quarter	200	10	240 sessions	4,80,000
(iii)	Life skills educational kit printing cost including flex material / games / Scrolls	50 Sets	1000		50,000
	Total				12,50,000

Grand Total	70,64,000(R)
	70,04,000 (U)

\*The total cost of manpower should be fixed accordingly as per the cost norms of the scheme guidelines. The flexibility of 20% re-appropriation of expenditure may be allowed within overall financial allocation of component relating to remuneration/ honorarium.

Note: The training of the staffs would be carried out by MoSJ&E/ NISD.