Monitoring maintenance of Anganwadi Center
User Manual

Introduction:

As part of consistence rhythms, department has developed a monitoring application to improve the performance and maintenance of Anganwadi Center and the same has been incorporated in SIRA framework application of MSK and in YSR SP application. This application helps department in improving service delivery and ensuring better supervision of all Anganwadi Center activities.

This application has been developed with the help of GSWS department and is supposed to be utilized by the following officers:

GSWS Department:

- Mahila Samrakshana Karyadarshi (MSK)

WD & CW Department:

- Anganwadi Worker
- Supervisor
- CDPO

Objectives:

This monitoring application will help in achieving the following objectives:

- Improve Anganwadi center maintenance and efficiency
- Quality of services delivered to the beneficiaries
- Provide alerts to various stake holders for prompt action and decision making

Note: This user manual is designed to help MSKs, Anganwadi Workers, Supervisors and CDPOs use this monitoring application on their phone to submit their observations and action taken report.

Mobile APP – User Manual

Application Installation

- MSKs can access monitoring module of Anganwadi center management in SIRA framework of MSK - GSWS application to submit their observations.
- Anganwadi Worker and Supervisor will get alerts in YSR SP app. Similarly, for CDPO the alerts will reflect in her monitoring application to submit their action taken report.

Application Accessibility and Log In screen:

Application can be accessed by providing valid user credentials. Below steps needs to be followed for log in into the application:

1. Type username
2. Type password
3. If you forgot your password, you can request for rest password using the mail given in the portal.

1. MSK Level:

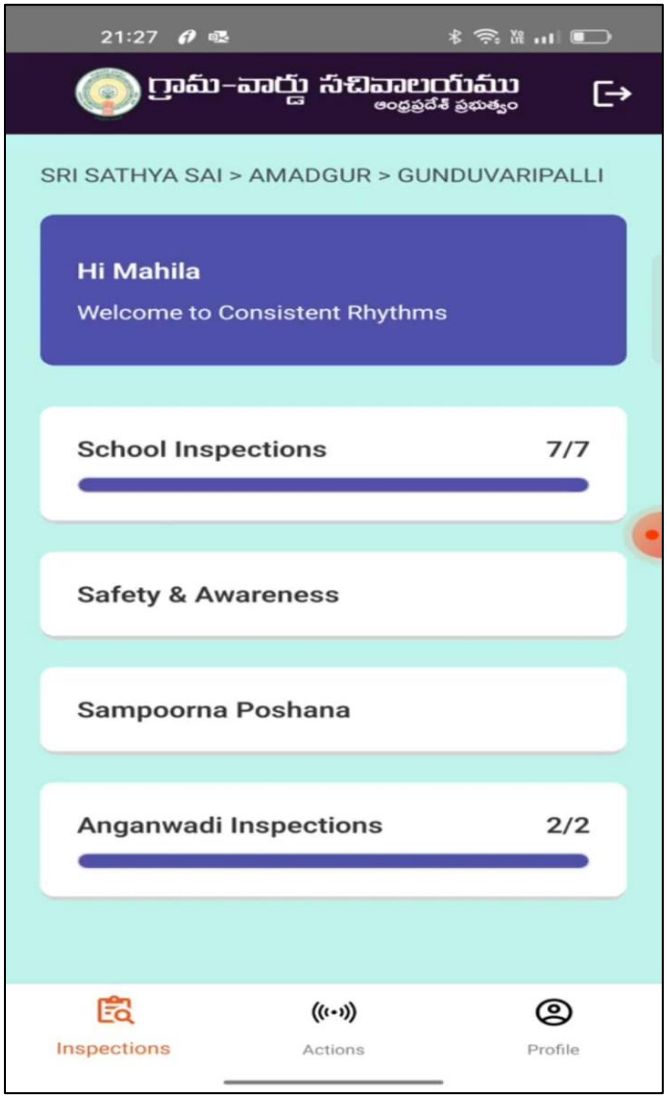
Log In Screen:

Once after installing / updating the MSK application of GSWS department, the main screen of MSK application will be shown as follows:

MSK needs to submit her user credentials to access all the modules present in the application. The app will request to grant permissions to access Photos and Videos, as there is a provision to upload photos from gallery. Please click “ALLOW” and proceed.

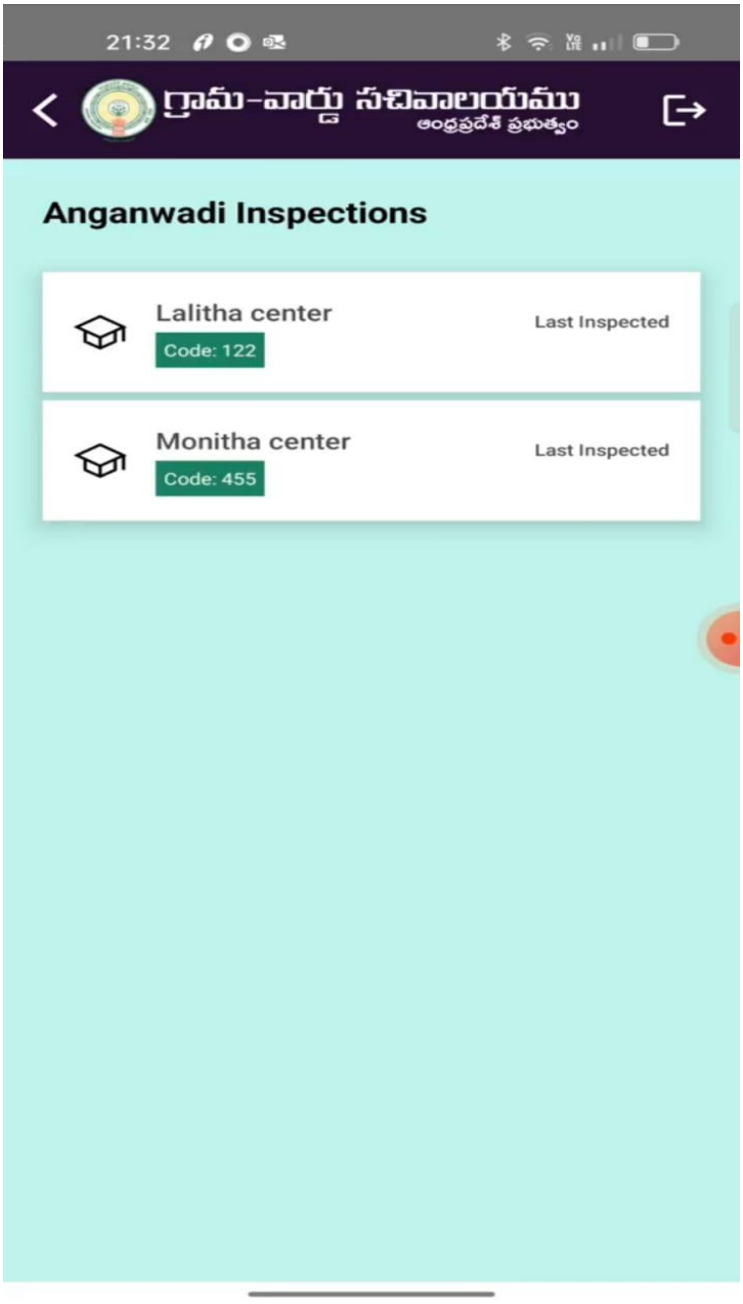
Note: One can't access the application without entering the login credentials. If any modifications are done in the applications, they will be made available to all the functionaries by revising versions.

- Upon submitting the credentials, the screen would be shown as follows where MSK needs to enter into Anganwadi inspection module to submit her observations:



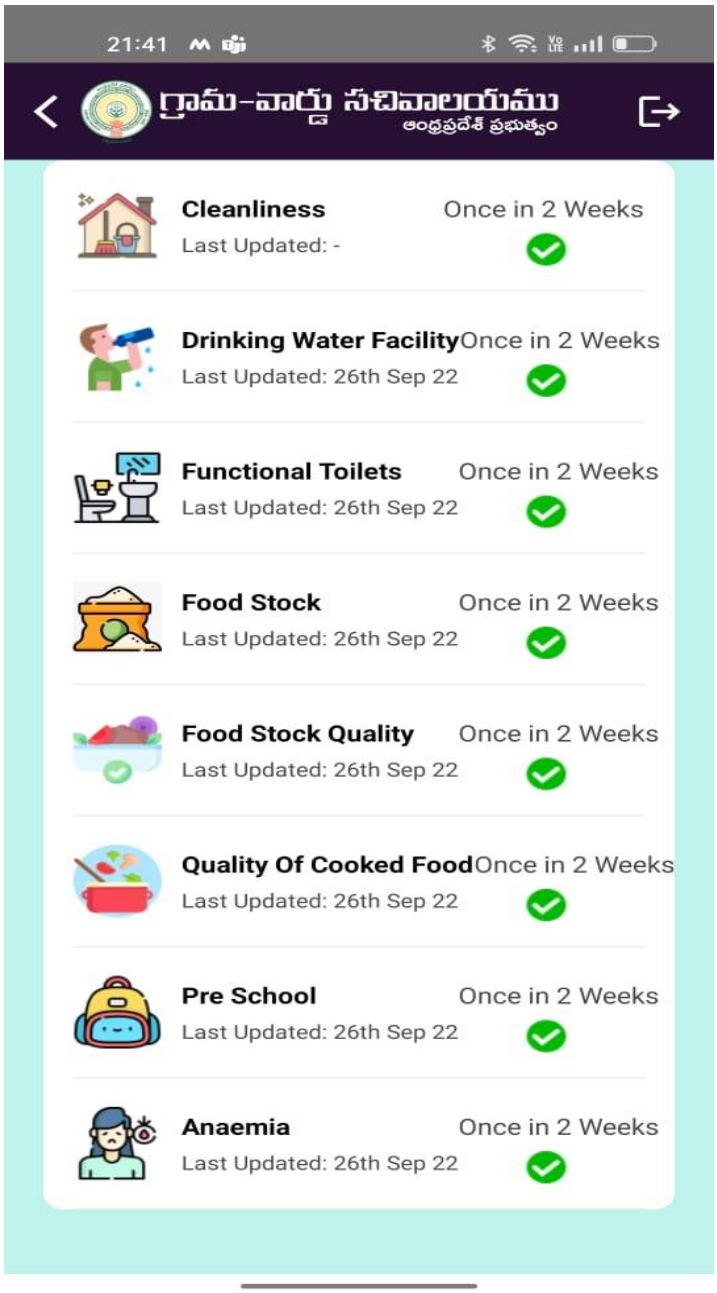
Upon clicking the Anganwadi inspection module, MSK is able to see anganwadi center details that are mapped to that particular secretariat along with the visit planner.

Further, MSK is able to see number of anganwadi center's inspection that she has completed and number of tickets opened and closed by her.

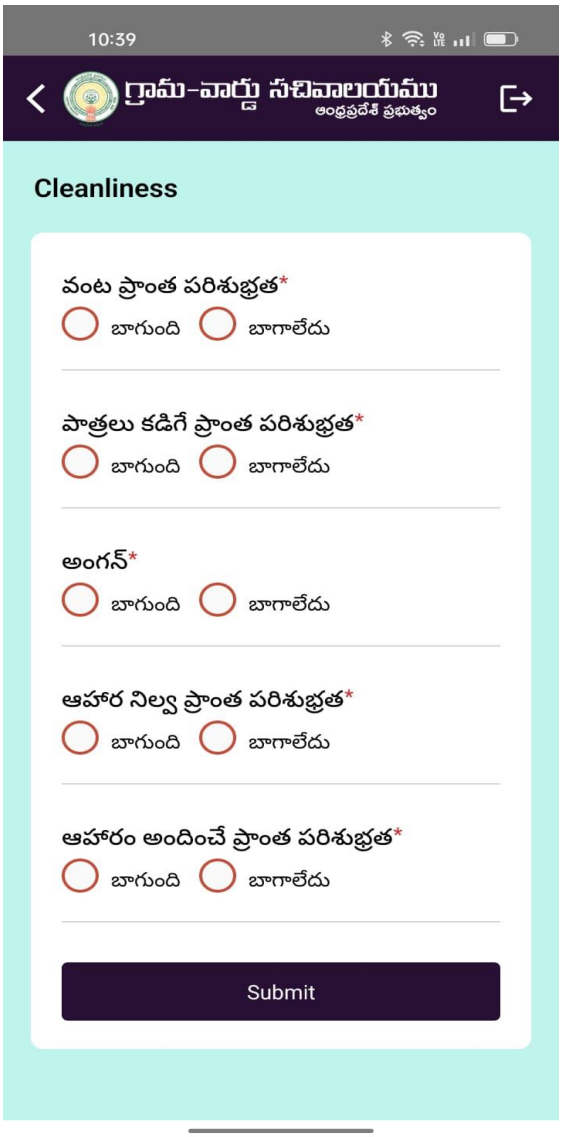


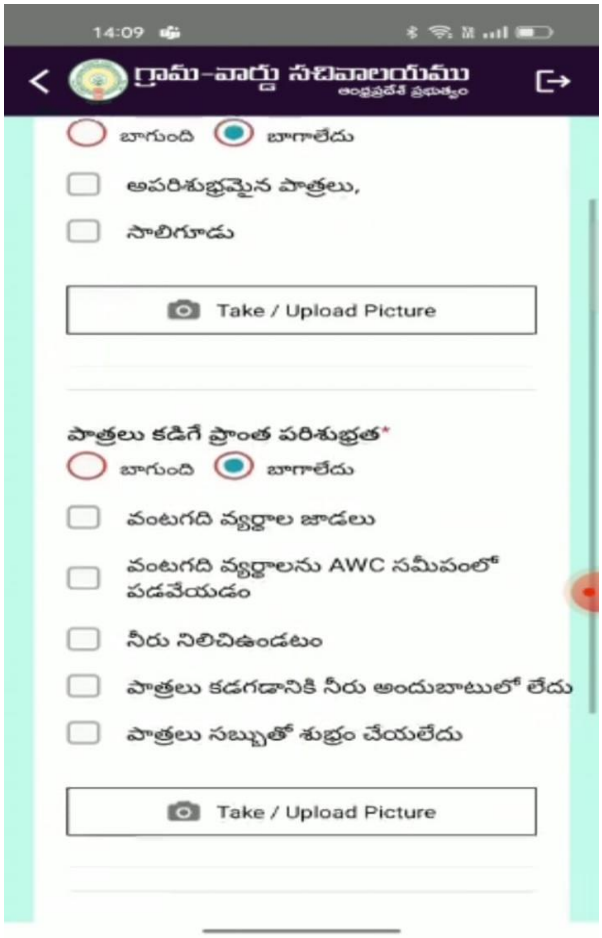
Following forms can be viewed under Anganwadi Center Management to submit MSK observations:

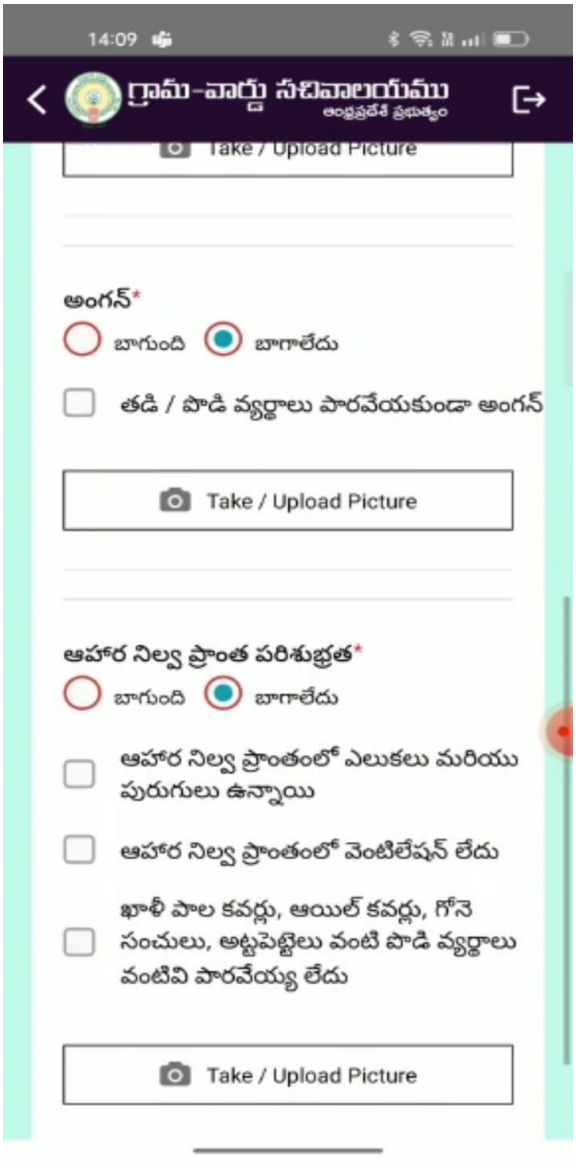
Just like a register, inside each form, there are different questionnaires to be filled about a specific subject area. This application has 8 different forms and each form has a different purpose.

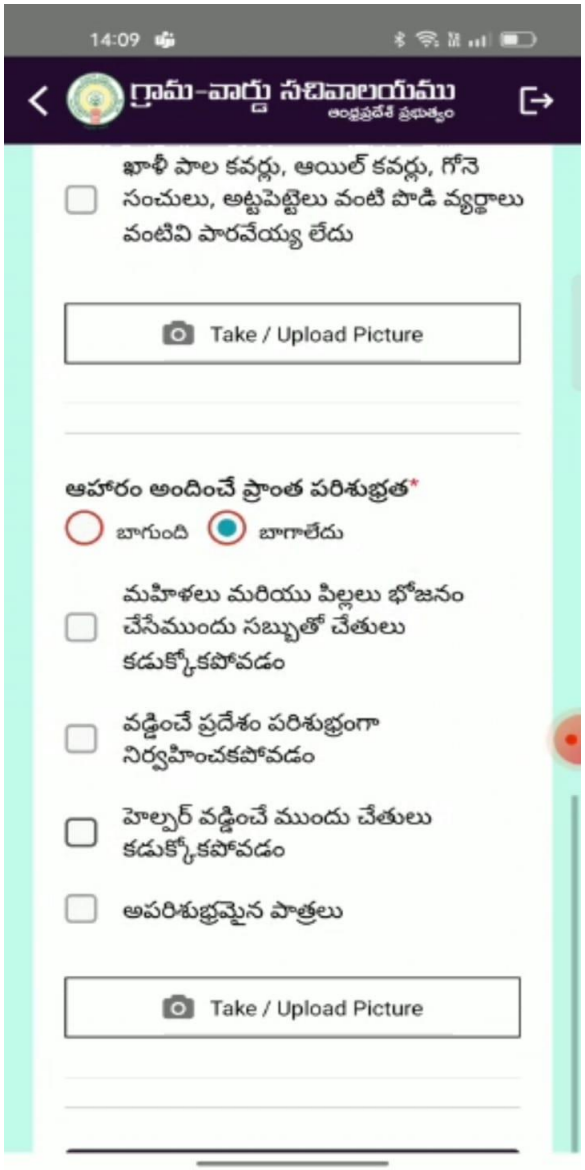


1. On clicking Maintenance of Cleanliness form, MSK would be directed to the form asking for the following information:







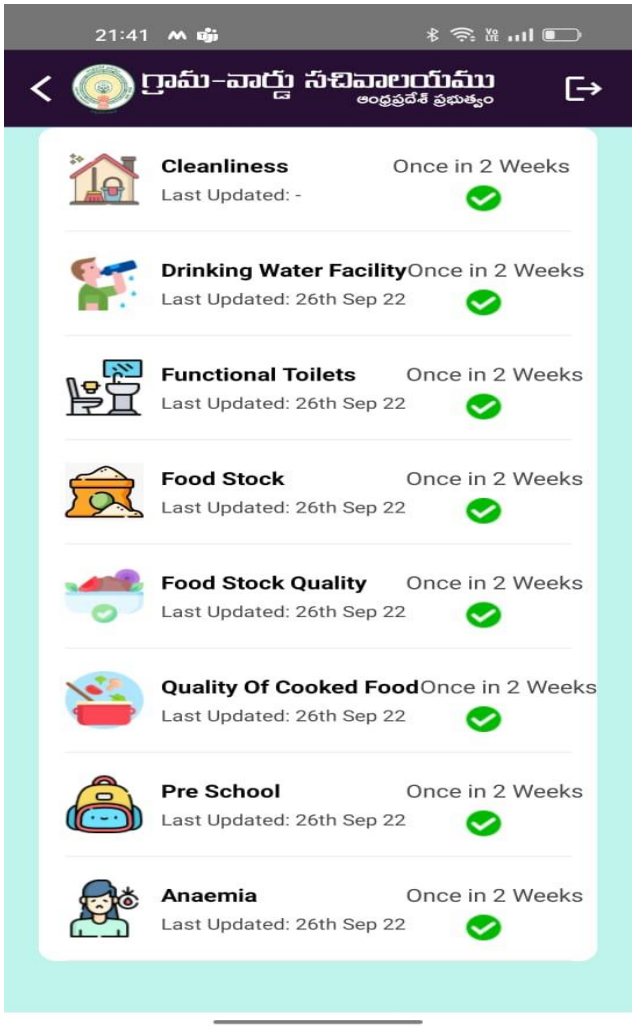


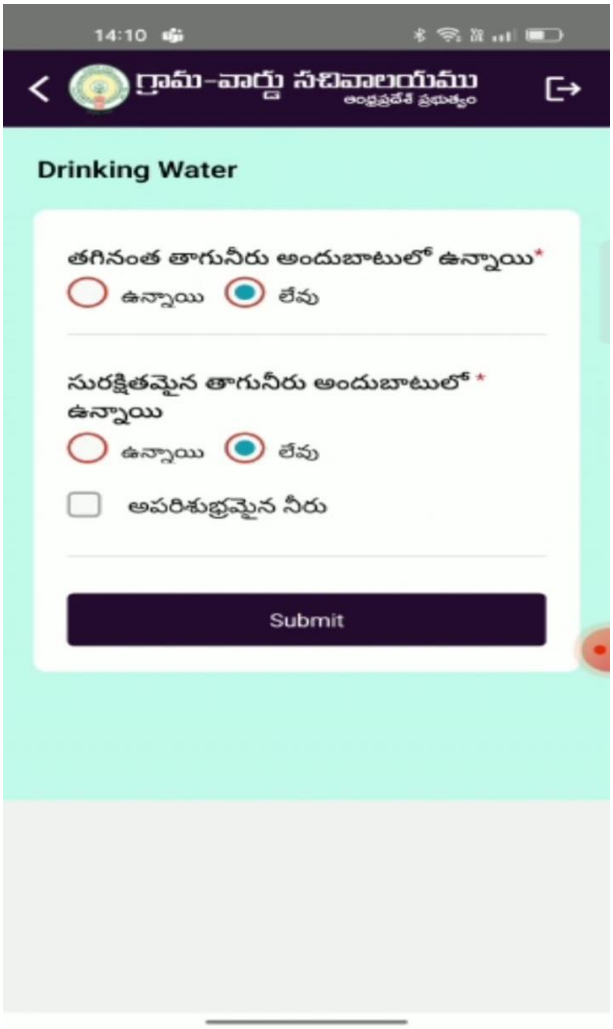
- MSK needs to upload pictures wherever cooking area, food storage safe, drinking water, sanitation in and around Anganwadi Center and toilet management is not maintained properly.
- For uploading the pictures, the screen will be as shown above.

- On clicking submit button after uploading pictures, the record will be created successfully in the back end. Based on MSK remarks, the central server will generate tickets.
- Further, the tickets will be generated pushed to respective logins of AWW/ Supervisor/ CDPO for necessary corrective action.

- In the dashboard of MSK login, she is able to see how many tickets are opened and how many are closed.

2. On clicking Provision of Drinking Water facility form, MSK would be directed to the form asking for the following information:





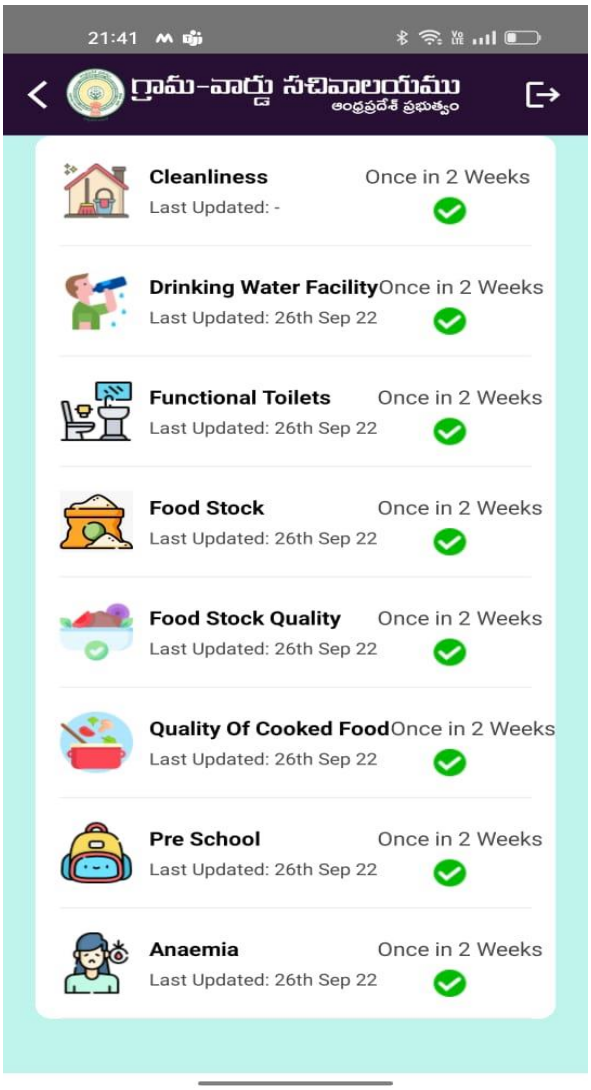
On clicking submit button, the record will be created successfully in the back end. Based on MSK remarks, the central server will generate tickets and pushed in respective logins of AWW/Supervisor/CDPO.

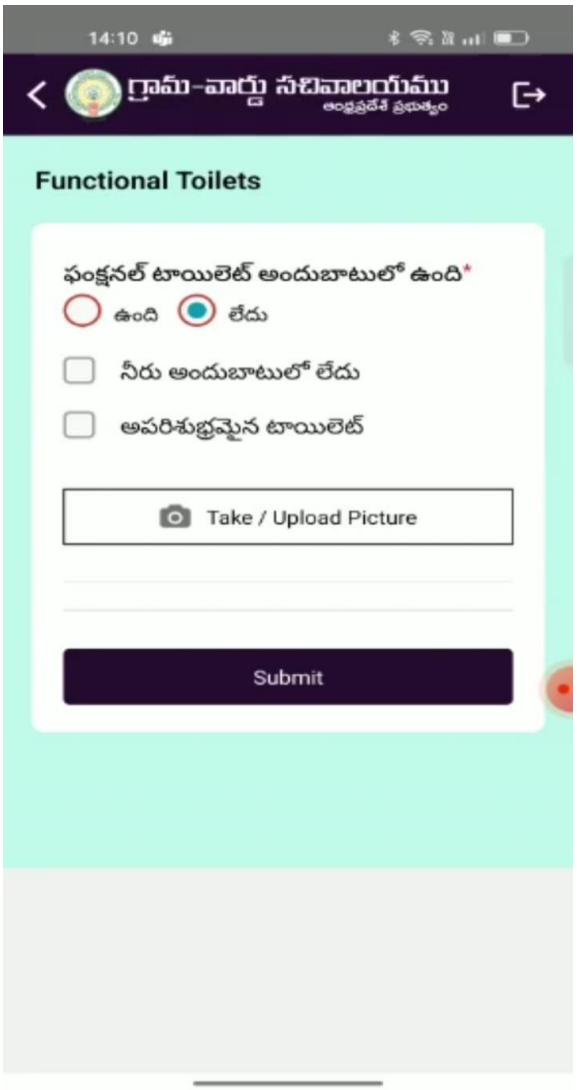
- MSK needs to upload pictures wherever drinking water facilities are not maintained properly.
- For uploading the pictures, the screen will be shown as follows:

- On clicking submit button after uploading pictures, the record will be created successfully in the back end. Based on MSK remarks, the central server will generate tickets.
- Further, the tickets generated are pushed to respective logins of AWW/ Supervisor/ CDPO for necessary corrective action.

- In the dashboard of MSK login, she is able to see how many tickets are opened and how many are closed.

3. On clicking availability of toilet facility form, MSK would be directed to the form asking for the following information:





On clicking submit button, the record will be created successfully in the back end. Based on MSK remarks, the central server will generate tickets and pushed in respective logins of AWW/Supervisor/CDPO.

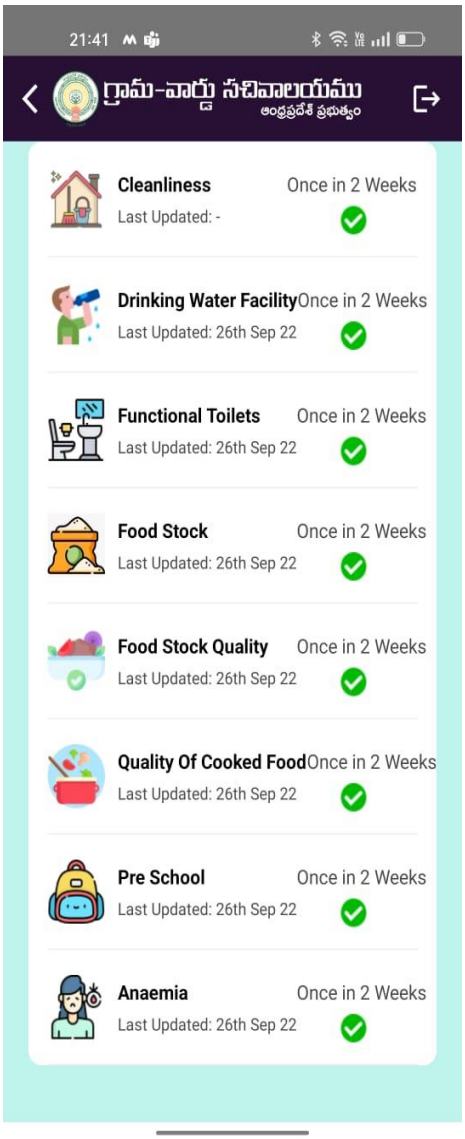
- MSK needs to upload pictures wherever toilet facilities are not maintained properly.
- For uploading the pictures, the screen will be shown as follows:

- On clicking submit button after uploading pictures, the record will be created successfully in the back end. Based on MSK remarks, the central server will generate tickets.

- Further, the tickets generated are pushed to respective logins of AWW/ Supervisor/ CDPO for necessary corrective action.

- In the dashboard of MSK login, she is able to see how many tickets are opened and how many are closed.

4. On clicking food stock availability and quality form, MSK would be directed to the form asking for the following information:

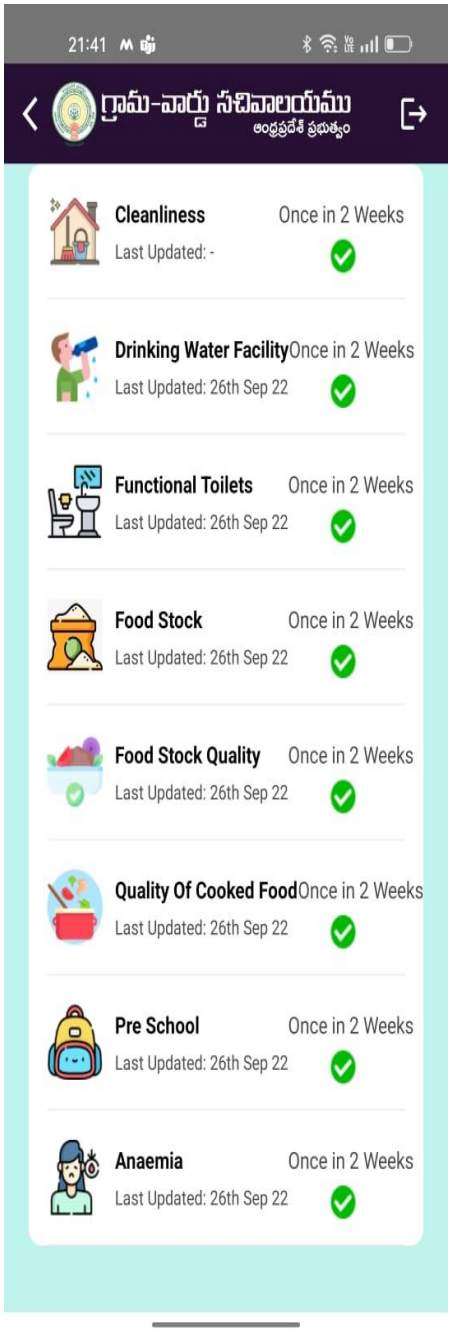


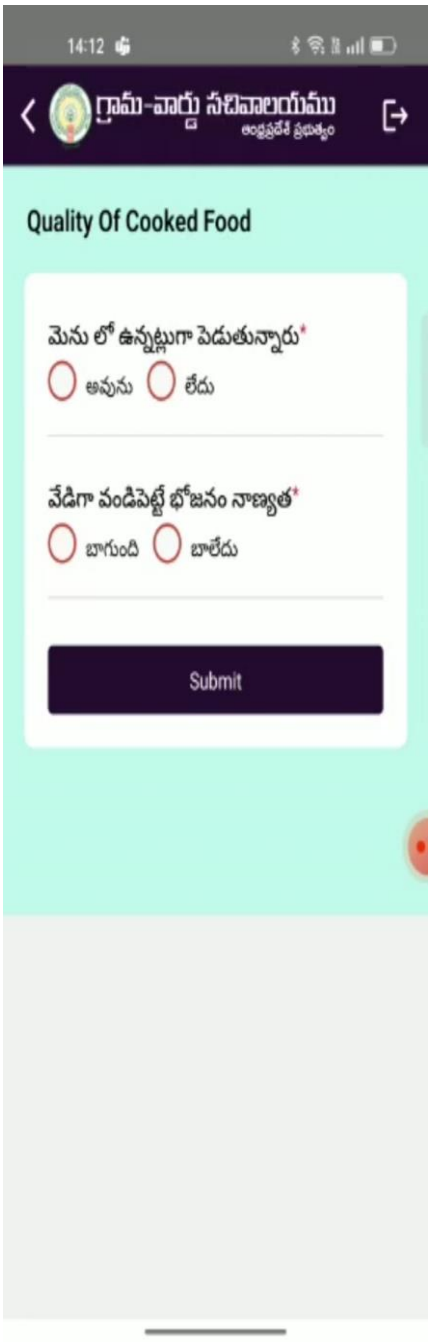
MSK needs to upload pictures of those items quality is poor and the feedback of the beneficiary and hit submit button.

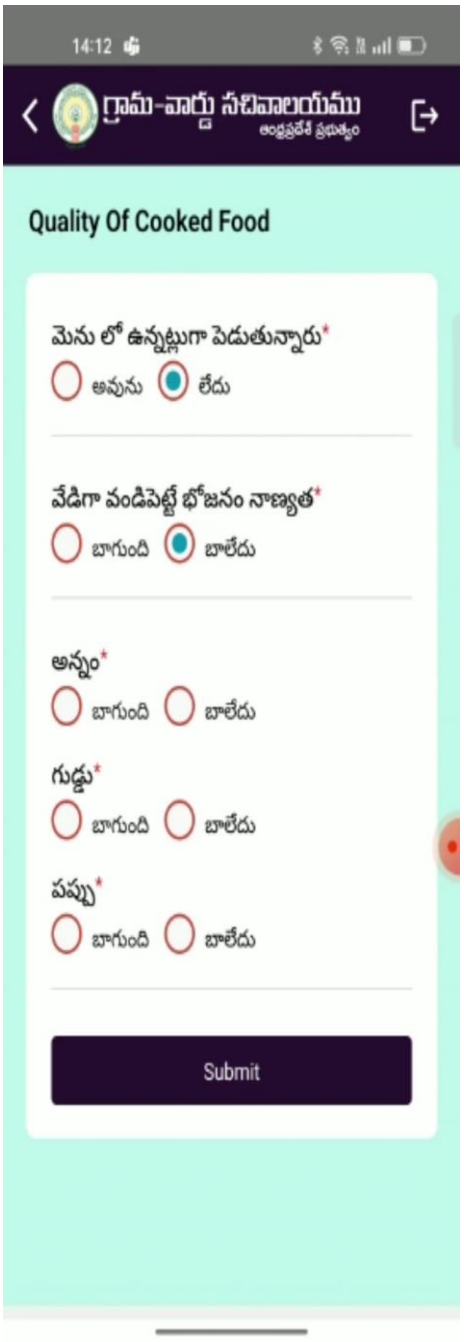
- On clicking submit button after uploading pictures, the record will be created successfully in the back end. Based on MSK remarks, the central server will generate tickets.
- Further, the tickets generated are pushed to respective logins of AWW/ Supervisor/ CDPO for necessary corrective action.

- In the dashboard of MSK login, she is able to see how many tickets are opened and how many are closed.

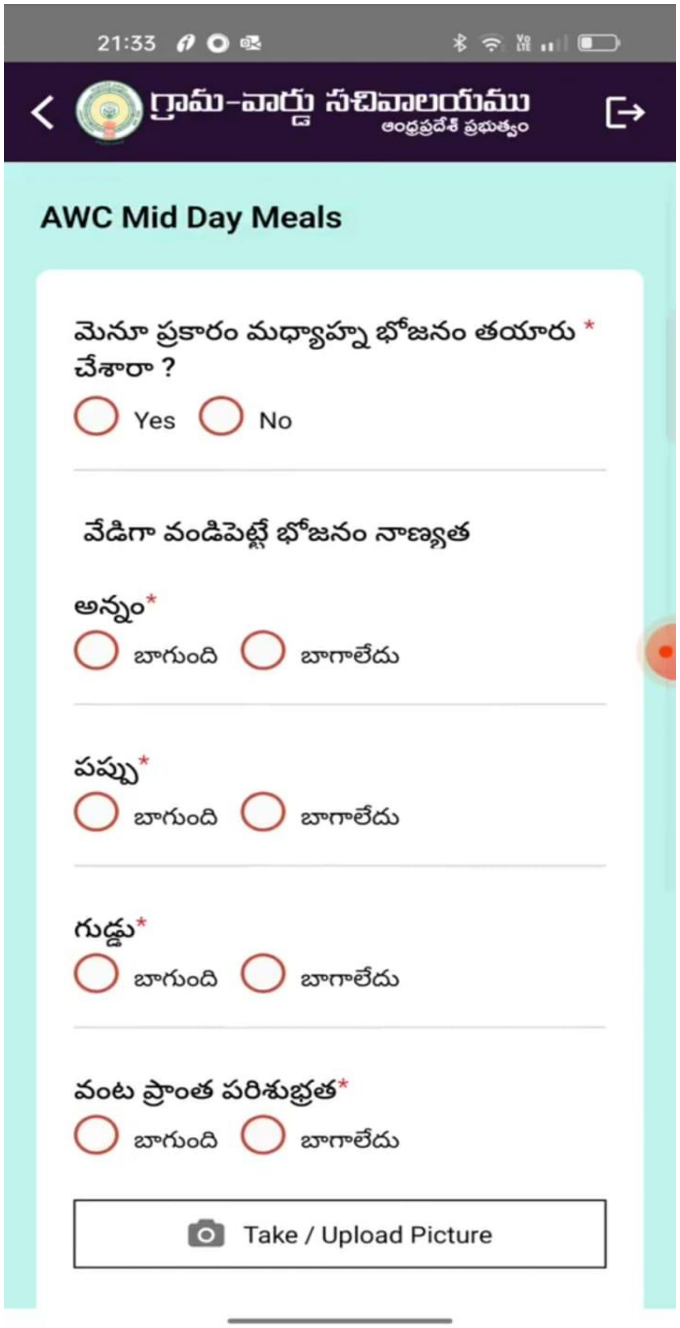
5. On clicking Quality of Hot cooked meal form, MSK would be directed to the form asking for the following information:







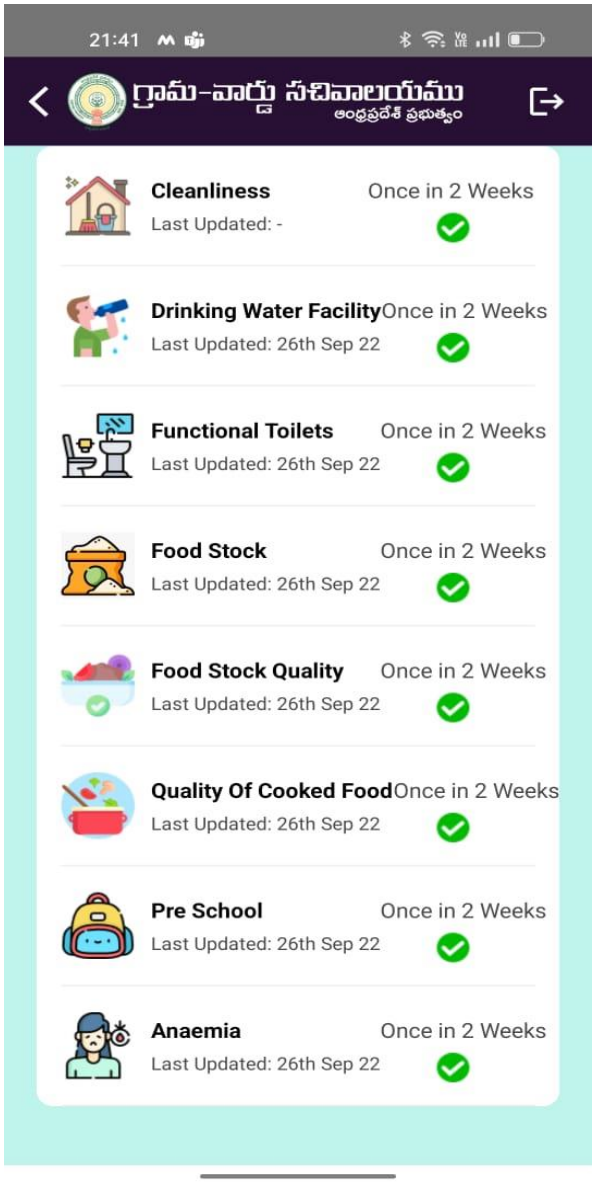
- MSK needs to upload pictures of bad quality food items along with the feedback of the beneficiary.
- For uploading the pictures, the screen will be shown as follows:

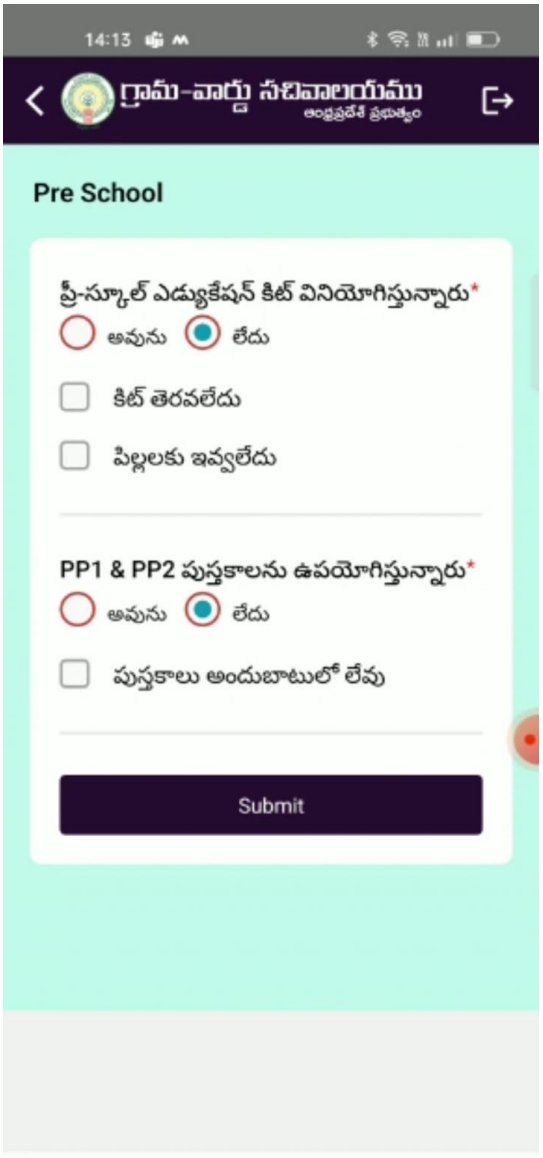


- On clicking submit button after uploading pictures, the record will be created successfully in the back end. Based on MSK remarks, the central server will generate tickets.
- Further, the tickets generated are pushed to respective logins of AWW/ Supervisor/ CDPO for necessary corrective action.

- In the dashboard of MSK login, she is able to see how many tickets are opened and how many are closed.

6. On clicking Pre-School activities form, MSK would be directed to the form asking for the following information:





- MSK needs to upload pictures wherever pre-school activities are not performed well or not utilizing pre-school education kit and books.
- For uploading the pictures, the screen will be shown as follows:

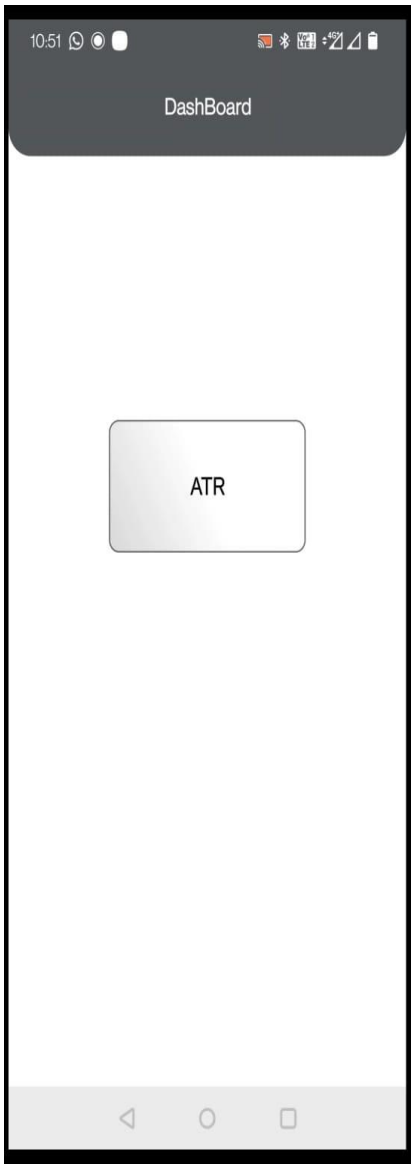
- On clicking submit button after uploading pictures, the record will be created successfully in the back end. Based on MSK remarks, the central server will generate tickets.
- Further, the tickets generated are pushed to respective logins of AWW/ Supervisor/ CDPO for necessary corrective action.

- In the dashboard of MSK login, she is able to see how many tickets are opened and how many are closed.

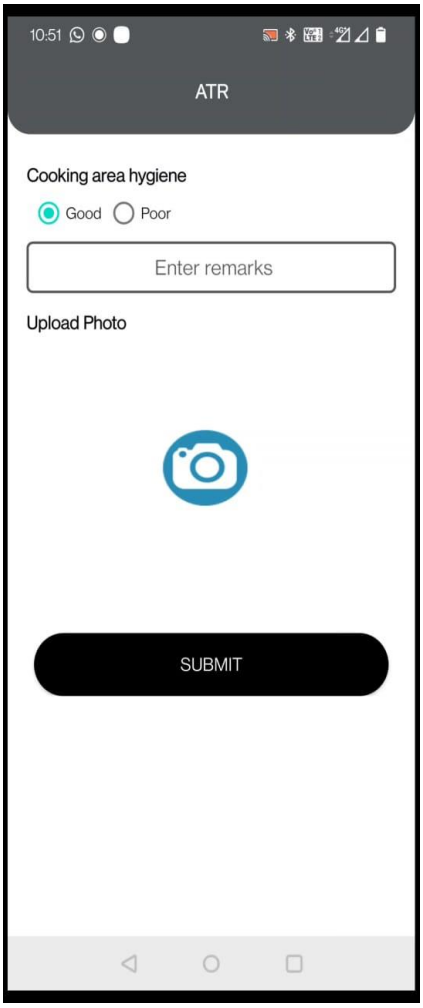
AWW/Supervisor/CDPO Level:

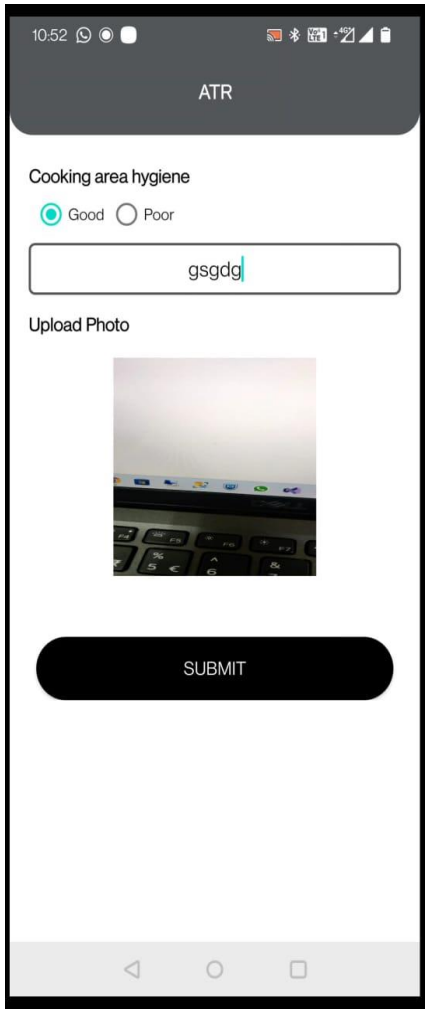
Based on MSK observations, central server will generate tickets and pushed to respective AWW, Supervisor and CDPO for necessary corrective action.

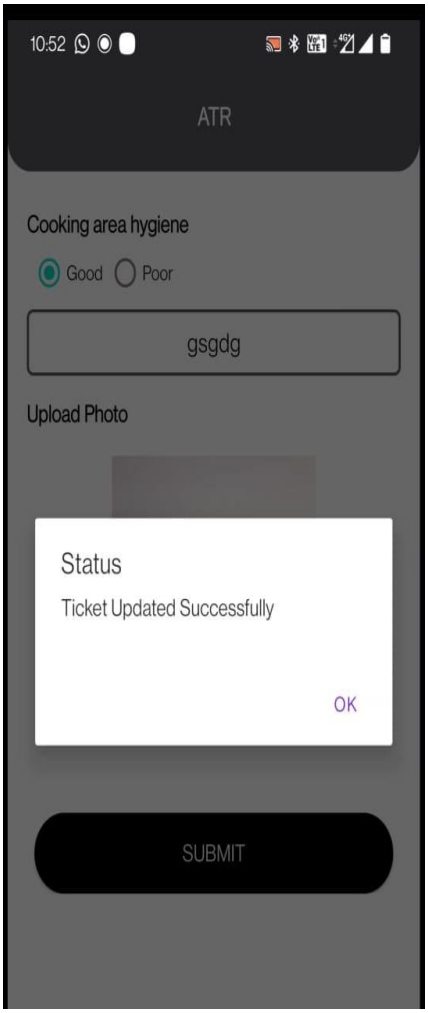
Once after login into YSR SP app, the tickets generated by MSK will be shown in the ATR form and the screen will be shown as follows:



- On clicking each ticket the respective officer will get an option to submit her action taken report with updated picture and the screen will be as follows:





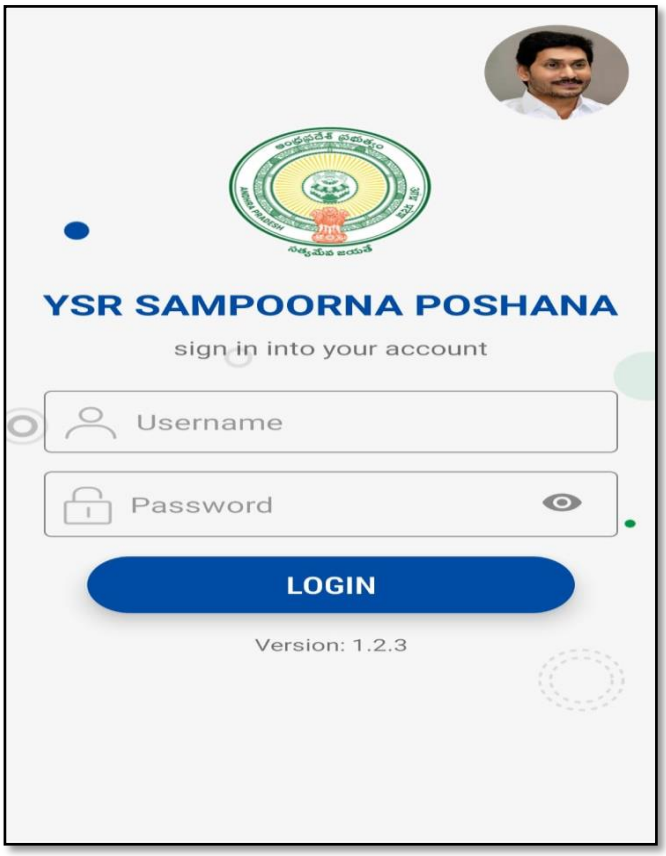


- AWW needs to take action and close the ticket in two days after receipt of tickets. If the action is not taken within the stipulated time, the ticket will be escalated to supervisor for further action. Similarly, if supervisor hasn't taken action in the next two days, the ticket will be escalated to CDPO for further action.
- Based on the action taken remarks, MSK has to revisit AWCs and close the ticket upon satisfaction. If not satisfied, the ticket may again be forwarded to respective officers.
- The loop will continue as per the above steps until MSK confirms and closes the ticket.

Anaemia management in pregnant women

I. Application at AWC level:

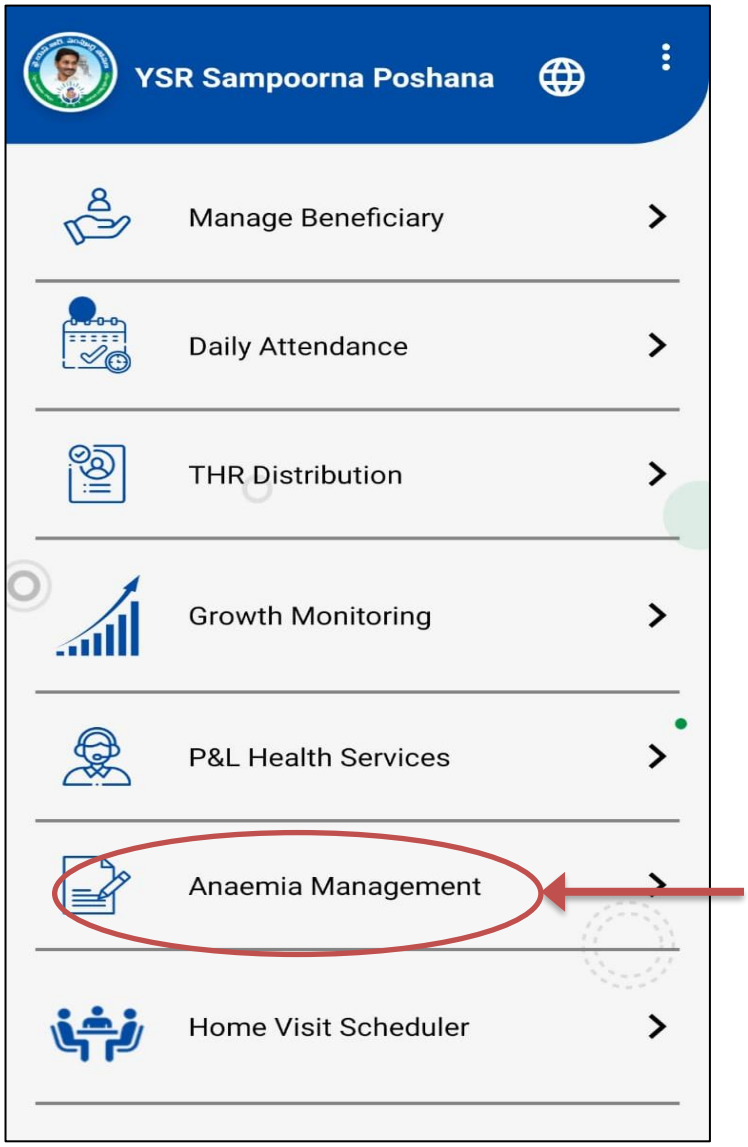
1. The YSR Sampoorna Poshana application has to be installed using APK file provided by the department. The home screen of application will be shown as below:



- Anganwadi Worker needs to enter into the application using her credentials (i.e., Username and Password) to access all the modules present in the application.

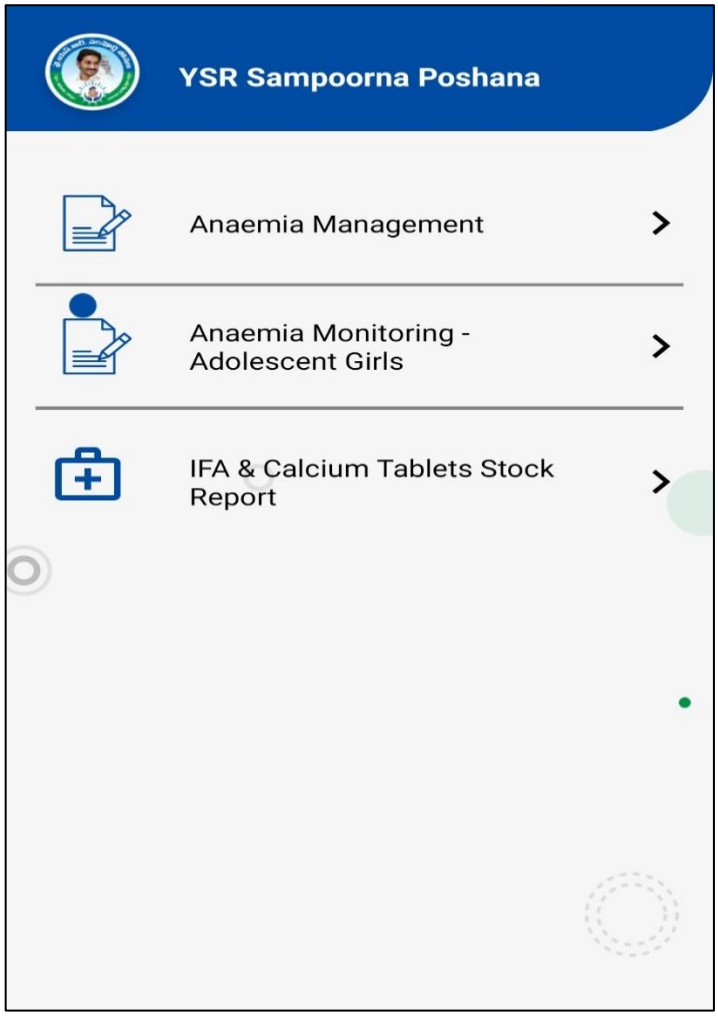
Note: One can't access the application without entering the login credentials. If any modifications done in the applications, they will be made available to anganwadi workers by revising versions of YSR APP

2. After submitting the login credentials, the screen will be displayed as below, where anganwadi worker needs to click on Anaemia management module to know the anaemia status of pregnant women.



3. Upon clicking the anaemia management modules, worker is able to see three fields where she could access **1)** beneficiary profile in Anaemia management, **2)** Adolescent girls (School Dropouts) anaemia status and **3)** Stock availability report

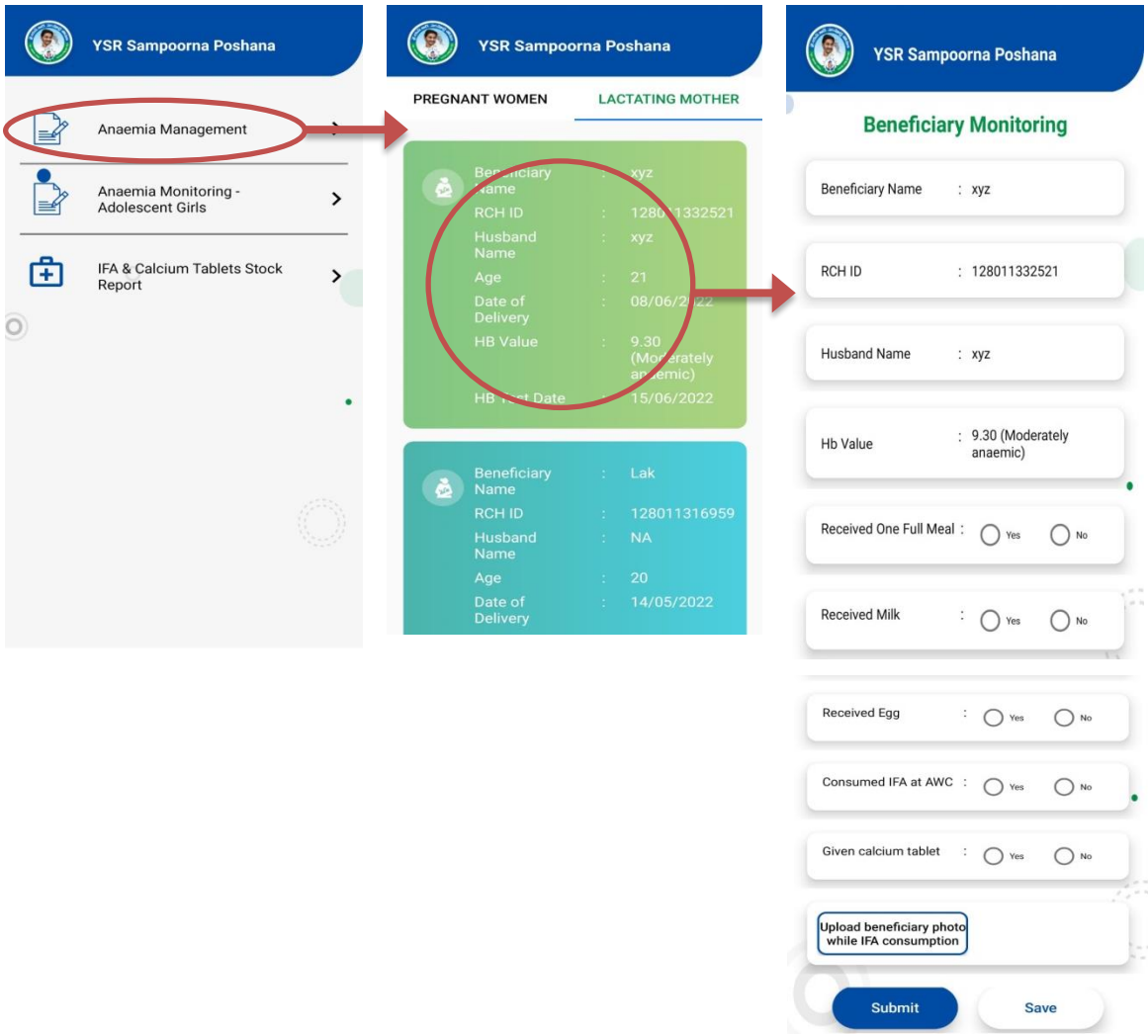
of IFA and calcium tablets. The screen in the application at this stage will be shown as follows:



- At this level, provision has been given to the anganwadi workers to furnish the details pertaining to daily consumption hot cooked meal and IFA, Calcium tablets by identified anaemic pregnant women.

AWW Level – Anaemia Management :: Pregnant Women & Lactating Mother

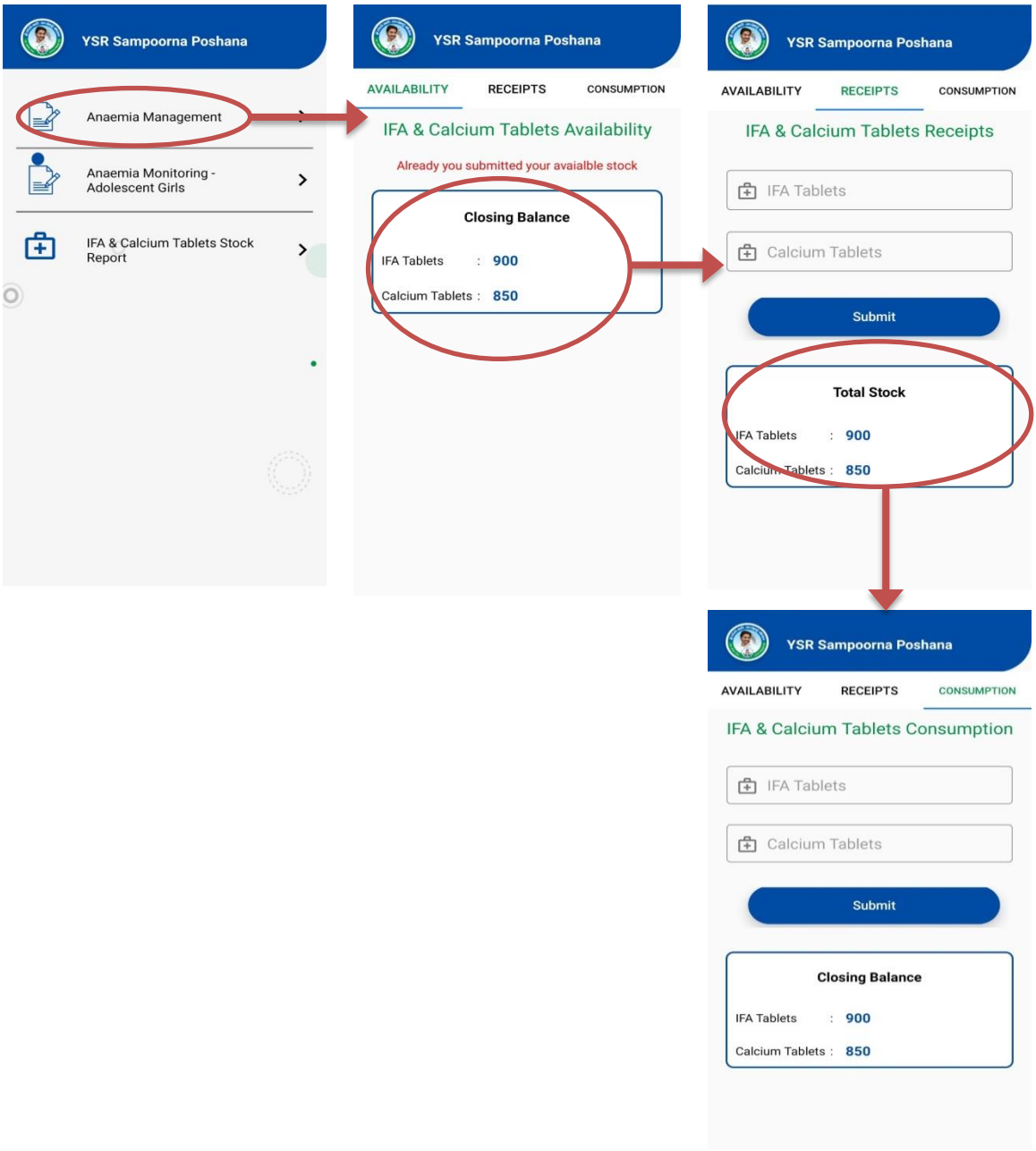
1. Clicking “Anaemia Management” field at this stage, AWW is able to see the details of that beneficiary who is anaemic. Here in this screen, she has a provision to submit the details pertaining to hot cooked meal, IFA consumption and Calcium tablets. The screens at this stage will be shown as follows:



In this screen, AWW needs to update the picture of the selected beneficiary while consuming food/milk/IFA tablet / Calcium tablet.

AWW Level – Anaemia Management :: Stock Availability : IFA, Calcium Tablets

1. Anganwadi Worker iss given a provision for entering the details of the Stock (related to IFA and Calcium tablets) under which the screen will be shown as follows:



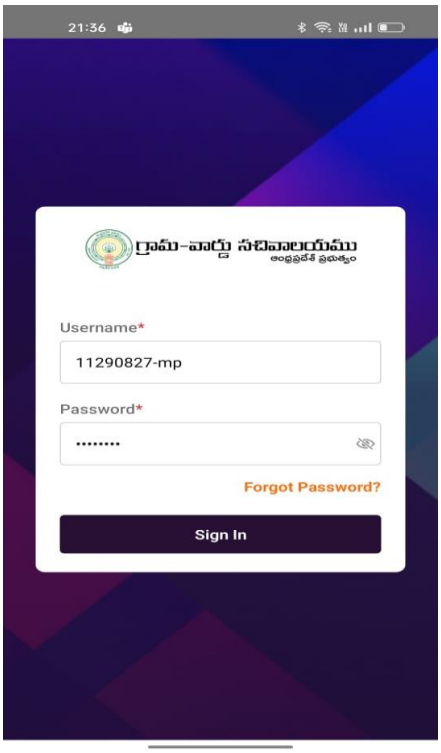
- Availability is ‘ONE Time Entry’ only, where AWW has to enter stock available at AWC. After submission of availability only, Receipts and Consumption will be enable. Automatically, it will calculate the stock after submitting Receipts and Consumption.

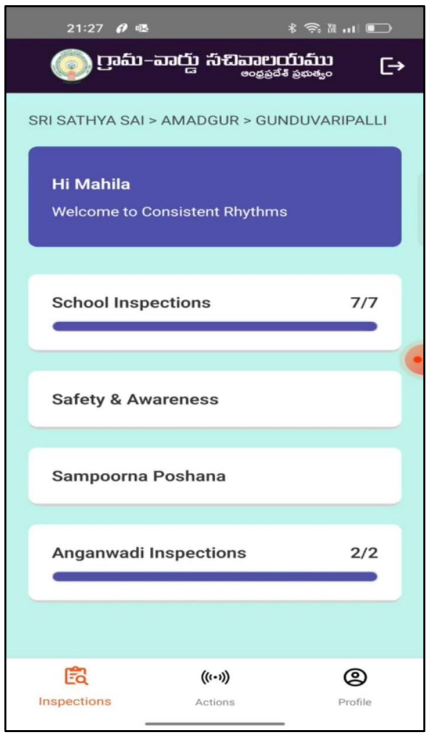
II. Application at MSK level:

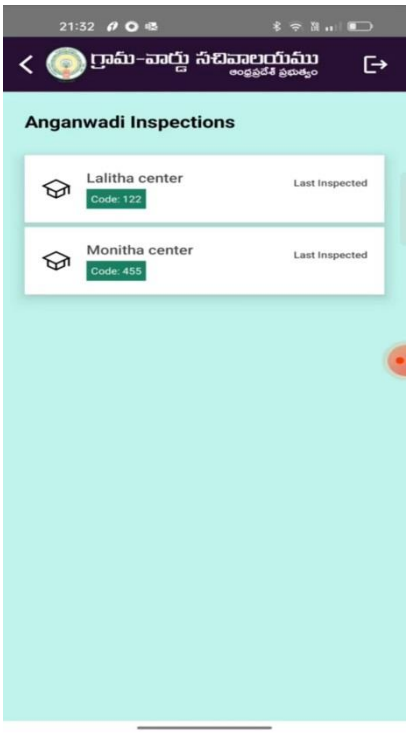
As Mahila Samrakshana Karyadarshi is having vigilance role in WCD department activities, she has to monitor stock availability (i.e., eggs, milk, nutrition kits, items supplies by civil supplies and Balamrutham), quality of goods and feeding of Hot Cooked Meal during her field visit in all the mapped anganwadi centers. Hence, she has been given a role of surveillance officer where she needs to track the status of identified anaemic pregnant women and also the quality and availability of stocks at AWC level.

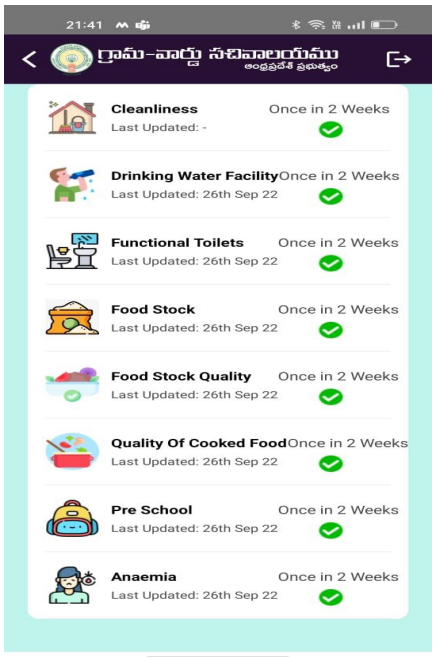
In view of the above, MSK will be given a provision in her application to monitor quality and availability of stocks and to monitor identified beneficiary's anaemia status and food consumption at AWC.

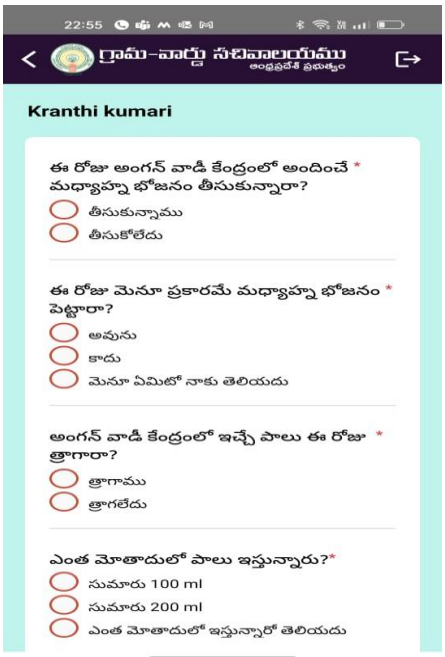
Upon submission of login credentials, they need to select Angnawadi Center to monitor individual beneficiary status and to track supplies status and quality. The screen at this stage will be shown as follows:

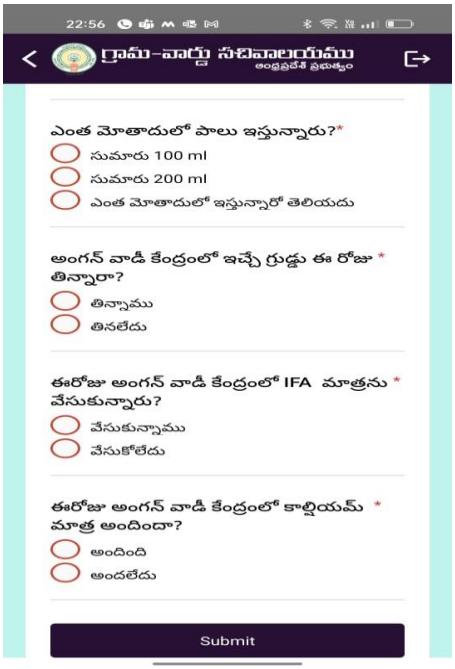










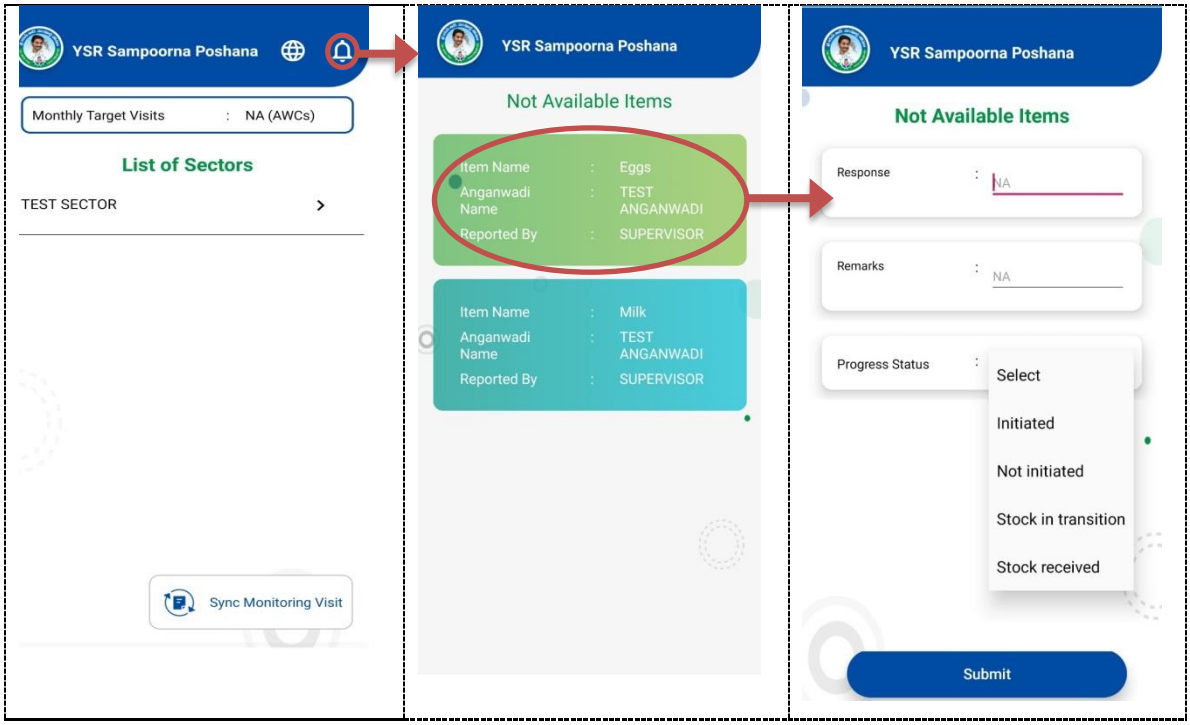


During their monitoring visit, MSK has to capture the image of Beneficiary while consuming IFA tablet/calcium tablet/ food/ milk and needs to upload the picture in the application.

Based on MSK observations, tickets will be generated in the back end of server and pushed to respective ICDS officers (supervisor and CDPO) for necessary action.

III. CDPO Level:

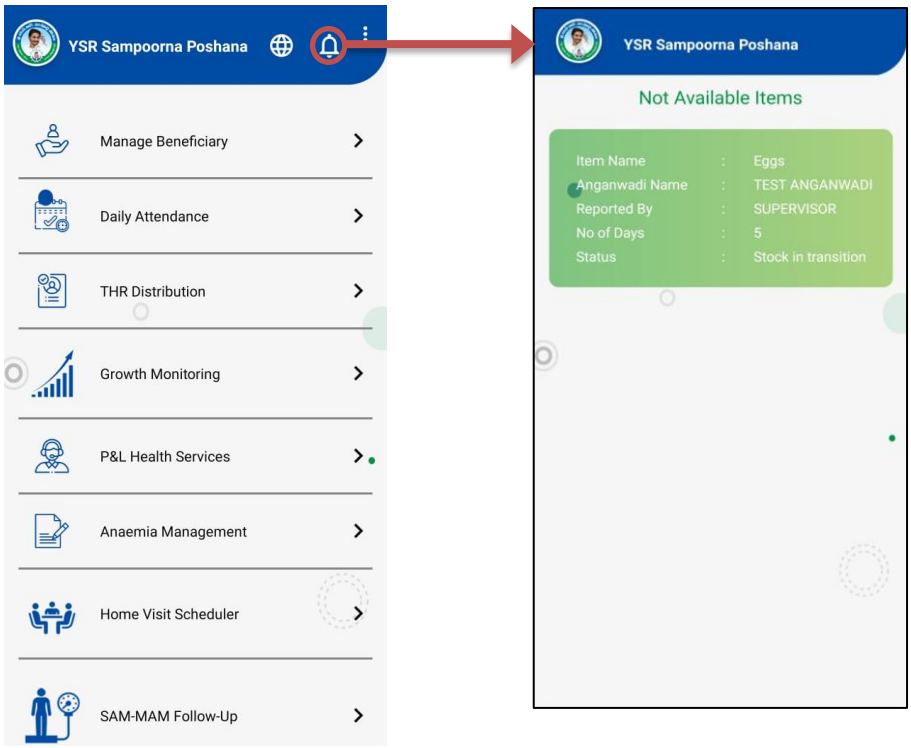
- All the tickets pertaining to availability of eggs, milk, kit and on food quality will get reflected in CDPO login. In case of IFA and calcium tablets, the alert will reflect in concerned Medical officer login.
- After taking necessary action, CDPO and MO has to enter report in their respective applications. The screen will be as follows:



Further, both MSK and AWW can see the status of not available items on their respective applications and the screen will be shown as follows:

Screen at MSK level :

Screen at AWC level:

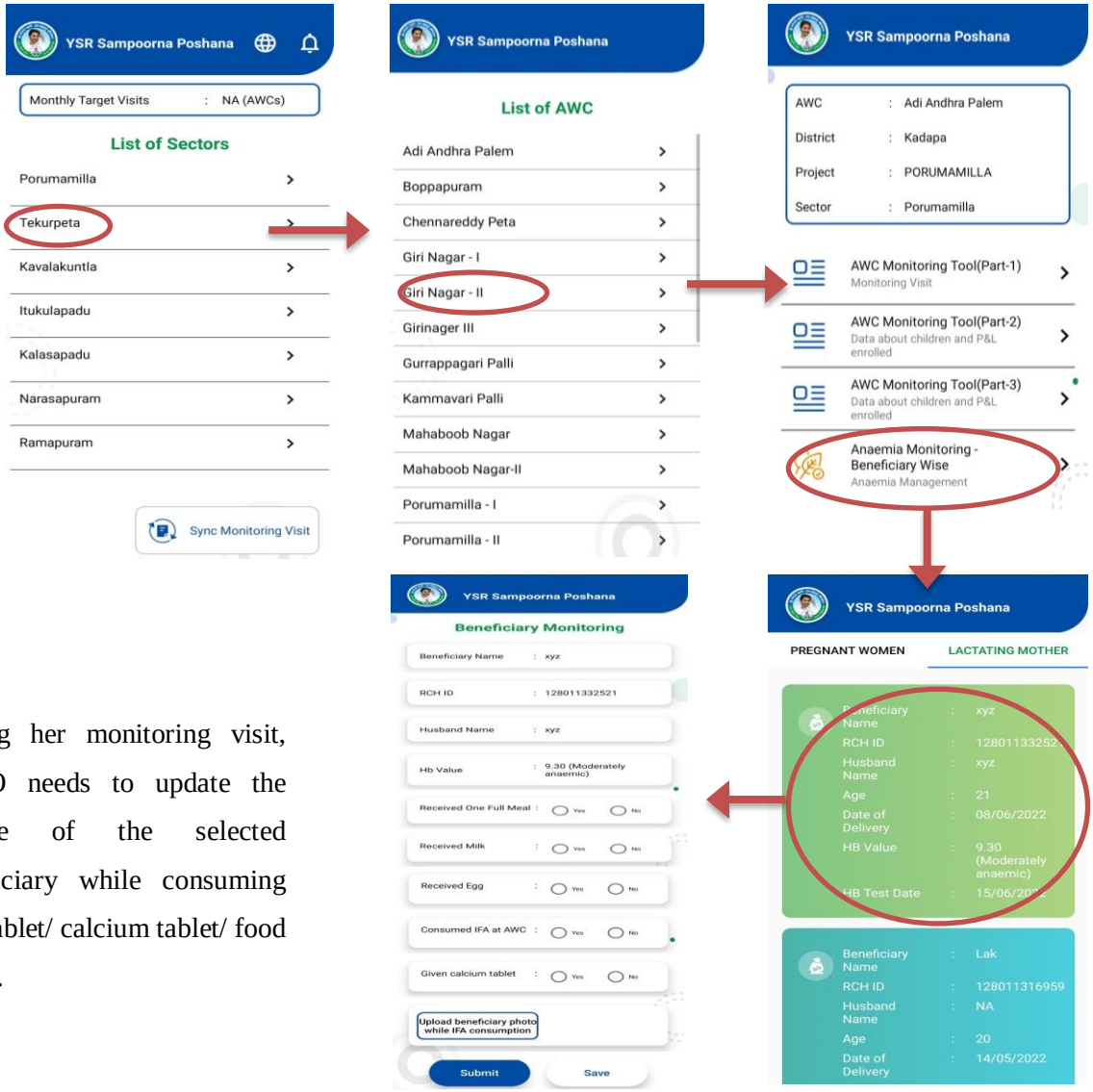


CDPO Level-Anaemia Monitoring

By clicking on Anaemia management, CDPO may submit the required fields for the selected Beneficiary(PW&LM) to track the anaemia status as well. The screen will be as follows:

A. After logging into the monitoring application, CDPO is able to see the list of sectors present in her project area as home screen. Upon clicking each sector she is able to see list of AWCs present in the concerned sector where she is given provision to monitor AWC level activities and to track beneficiary status.

B. To track or to monitor the status of each beneficiary, CDPO needs to click on "Anaemia Management – Beneficiary wise" field for submission of required data. The screens will be as follows:



- During her monitoring visit, CDPO needs to update the picture of the selected beneficiary while consuming IFA tablet/ calcium tablet/ food / milk.