

Program Book



SEMESTER INTERNSHIP

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

PROGRAM BOOK FOR

SEMESTER INTERNSHIP

Name of the Student: KOTA PAVAN

Name of the College: Government Degree College (MEN), SRIKAKULAM

Registration Number: 2022001066030

Period of internship: From: 17-12-2022 To: 18-03-2023

Name & Address Internship of the Organization: DRDA Department,
(Rythubazar, Mandal Mahila Samakya)
Srikakulam.

DR.B.R.AMBEDKAR UNIVERSITY ETCHERLA, SRIKAKULAM
2020-2023

An Internship Report on

DRDA Department

Submitted in accordance with the requirement for the degree of

B.COM (Computer Applications)

Under the Faculty Guideship of

Smt. N.PAVANI *M.Com, M.Phil*

*Department of Commerce
Government Degree College (Men), Srikakulam.*

Submitted by:

KOTA PAVAN

Reg.No: 2022001066030

*Department of Commerce
Government Degree College (Men), Srikakulam.*

Student's Declaration

I, KOTA PAVAN a student of Internship
Program, Reg. No. 2022001066030 of the Department of B. Com Computer Applications
College do hereby declare that I have completed the mandatory internship
from 07/12/2022 to 18/03/2023 in DRDA srikakulam (Name of
the intern organization) under the Faculty Guideship of
N. Pavani (Name of the Faculty Guide), Department of
GOVT Degree College for Men Srikakulam
(Name of the College)

K. Pavan 2/5/23
(Signature and Date)

Official Certification

This is to certify that KOTA PAVAN (Name of the student) Reg. No. 2022001066030 has completed his/her Internship in DRDA Srikakulam (Name of the Intern Organization) on Semester internship (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.COM Computers in the Department of Govt degree college Men (Name of the College).

This is accepted for evaluation.


PROJECT DIRECTOR
DRDA, SRIKAKULAM

(Signatory with Date and Seal)

Endorsements

V. Suresh
APM
23-6-23
R. S. Gnan
DPM-AM
21/6/23


Faculty Guide


Head of the Department

Principal

Certificate from Intern Organization

This is to certify that KOTA PAVAN (Name of the intern)
Reg. No 2022001066030 of Govt degree college (Name of the
College) underwent internship in DRDA srikakulam (Name of the
Intern Organization) from 07/12/2022 to 18/03/2023

The overall performance of the intern during his/her internship is found to be

Satisfactory (Satisfactory / Not Satisfactory).

21/6/23
PROJECT DIRECTOR
DRDA, SRIKAKULAM

Authorized Signatory with Date and Seal

V. Sankar
APM
23-6-23

K. Srinivasan
DPM-HR
21/6/23

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Acknowledgements

The District Rural Development Agency (DRDA) internship report is result of an end of a way of two months. It would not have been possible without the participation assistance of numerous brave and courageous people along the way. Thus, I have to thank them all.

First & foremost, I would like to give special gratitude to my parents who give me every opportunity to keep my step ahead.

I am indebted to my college teachers and the Principal for their vision, encouragement and enduring fascinated interest in the internship.

I extended my gratitude to my classmates and especially to our group members with whom I stated and shared my dark days and together we sort out academic and social problems.

Special thanks must be given to the teachers and staff of DRDA - Srikanthkulam Mandal and my special gratitude to my guide APM Sujatha Madam for giving their special feedback and support in achieving skills and development of my knowledge.

Last and most important is that I would like to thank all those who made this report possible and become reality with their kind assistance.

finally, words are not sufficient to express gratitude ^{to} my cherished workmates for their encouragement. without their support I would have not reached this ~~stt~~ stage.

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have a brief executive summary. It shall include five or more Learning Objectives and Outcomes achieved, a brief description of the sector of business and intern organization and summary of all the activities done by the intern during the period.

The District Rural Development Agency (DRDA) is the principal organ at the District level to oversee the implementation of different anti-Poverty programmes. I worked in the internship programme as an intern in the department of DRDA - Srikakulam. I choose this Department to know their roles in poverty alleviation/eradication as well as developing capacity to build synergies among different agencies for most effective results.

My Introduction with my guide in the organization is very friendly & valuable. Through this internship I got to know that there are many branches in DRDA in order to implement the various welfare Schemes & Pensions etc., to develop village community.

The Governing Body is providing policy directions and reviewing from time to time physical & financial progress under different schemes implemented through DRDA.

The CEO (Chief Executive Officer) Provides effective leadership & guidance to PD, DRDA & other team Meetings with team members for successful planning, execution & monitoring of different schemes & programmes.

I am very fascinated to work as an intern in this organisation because they are giving financial assistance to the Below the Poverty line (BPL) families by conducting surveys and giving financial assistance through banks and govt. sponsored schemes.

CHAPTER 2: OVERVIEW OF THE ORGANIZATION

Suggestive contents

- A. Introduction of the Organization
- B. Vision, Mission, and Values of the Organization
- C. Policy of the Organization, in relation to the intern role
- D. Organizational Structure
- E. Roles and responsibilities of the employees in which the intern is placed.
- F. Performance of the Organization in terms of turnover, profits, market reach and market value.
- G. Future Plans of the Organization.

- District Rural Development Agency (DRDA) is to implement the different anti-Poverty Programmes.
- × DRDA can be very effective in enhancing quality of implementation through overseeing the different programmes and linkages provided.
 - × This organization is a supporting and facilitation organization and needs to play an effective role as a catalyst in development process.
 - × Role of DRDA will be distinct from all other agencies, including Zilla Parishad.

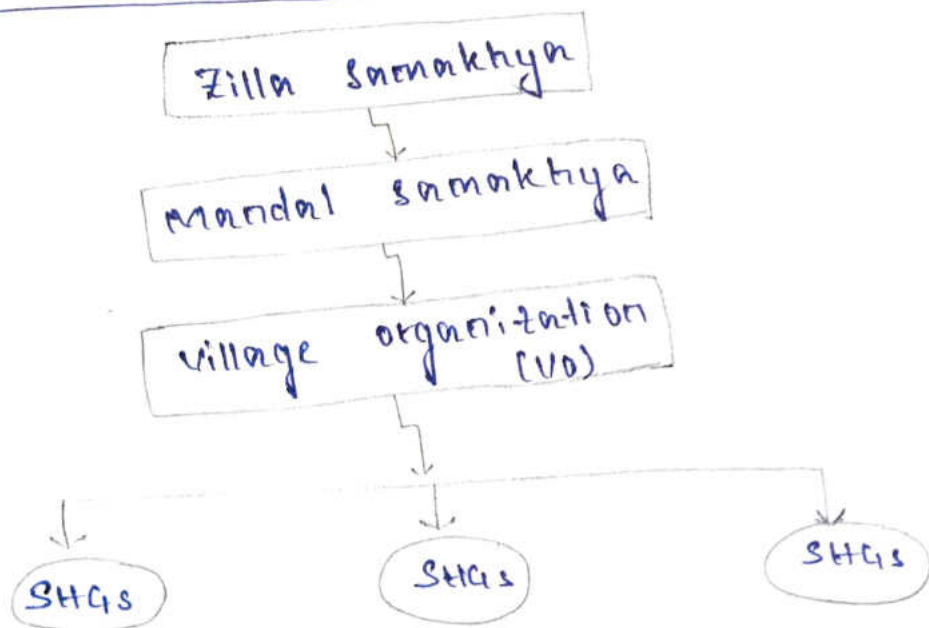
- Different state & central government schemes like Poshak Abhiyan, Millek Mahotsav etc.,
- × DRDA is internally linked with SERP (Society for Elimination of Rural Poverty).

It internally provides financial assistance and gives independent livelihoods to Below the poverty line people.

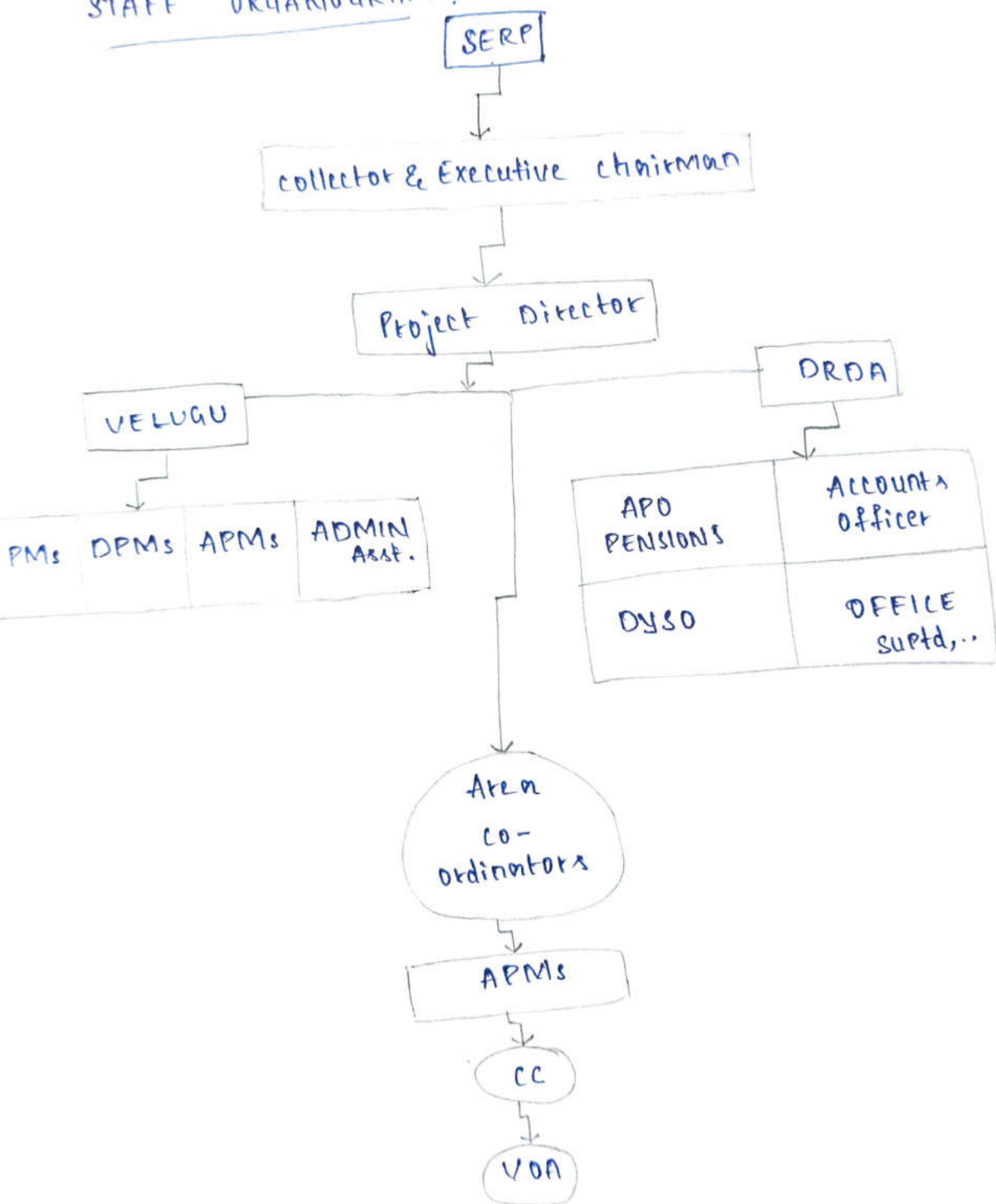
Like SHG (Self Helping groups) - Bank linkage, YSR Aasha, YSR Pension karnam, YSR cheyutham, YSR Sunmavaddi, streevidhi etc.,

Through these programmes state govt. provides support to the people.

Flow chart of organisation:



STAFF ORGANOGRAM:



CHAPTER 3: INTERNSHIP PART

Description of the Activities/Responsibilities in the Intern Organization during Internship, which shall include - details of working conditions, weekly work schedule, equipment used, and tasks performed. This part could end by reflecting on what kind of skills the intern acquired.

As an intern I worked in the DRDA organization in the part of my internship. I am very fascinated about this organization because it serves many people.

While my internship I attended to group meetings like SHG meetings & VO meetings to know about them.

As an intern I need Time Management, Punctuality and effective communication. So that's why I scheduled my time and attended to more meetings. It is a community based organisation to develop village / rural / urban communities.

As an intern I learned Capacity Building, Institutional Building, Women Empowerment on Economical, social & cultural and Political sectors.

× I am very delighted to join as intern in this organisation because Below the poverty line (BPL) People getting loans from Bank linkages, CIF (Community investment Fund), stree nidhi Banks, unathilsc, sr), HDIF (Human development investment fund) and other departments and government schemes because YSR Asara, Zero vaddi, and some central govt. subsidise schemes.

Work commitments in SHGs / VO / MS meetings are doing great work. finally i'm overwhelmed from the bottom of heart to work as an intern in this organisation. knowledge i gained from this organisation is very precious and i will definitely use this knowledge for a positive change in the society.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Interaction with APM Madam & CCS.	Introduction with APM Madam & Mykam members.	V. APM
Day - 2	knowing the objectives of Velugu DRDA.	Getting the information about duties & roles of APMs & CCS.	V. APM
Day - 3	concept of Velugu and its Organogram/Structure of DRDA	VO/MS/SHG/ APM/DPM/Ac etc.,	V. APM
Day - 4	Prepared Action plan of 15 weeks with APM Madam for field visit.	Scheduled VO/SHG meeting on data collection.	V. APM
Day - 5	Interaction with computer operator	knowing how to enter the data to upload.	V. APM
Day - 6	APM Madam said about the responsibilities and cadres of Velugu DRDA	I learned the objectives of DRDA	V. APM

WEEKLY REPORT

WEEK - 1 (From Dt. 12/12/22 to Dt. 17/12/22)

Objective of the Activity Done:

Detailed Report:

First day of My internship class was the interaction class with APM Madam /cr's and my other team members.

DDA → objectives:

1. Develop self sustained Peoples institutions.
2. Enhance the capacities of institution
3. Development of social capita
4. Resource capita.
5. Provides financial assistance through government schemes.

Interaction with computer operator knows that how to upload MIS reports, monthly information reports.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Explanation of Basics of Social Security Welfare schemes.	I learned about govt. schemes.	V. D. Arun
Day - 2	Basics about V.S.R Pension Karmuka	I learned that the importance of pensions.	V. D. Arun
Day - 3	Basics about Nadu-nadu Project	It is a development Program of government schools.	V. D. Arun
Day - 4	Basics about V.S.R Sampurna Poshana	giving Nutritious Food to the children & pregnant women	V. D. Arun
Day - 5	listing of Nutritious Food.	listing of Nutritious Food gives an ideology in the Nutrition & dietetics.	V. D. Arun
Day - 6	Basics about Jagananna Thodu and cheyutha.	It gives support to the small scale Business People.	V. D. Arun

WEEKLY REPORT

WEEK - 2 (From Dt. 19/12/22 to Dt. 24/12/22)

Objective of the Activity Done:

Detailed Report:

Social Security welfare schemes gives financial assistance to the women & men & children.

Ex: Vidya deevana & Vasanthi deevana gives financial assistance to students as fees reimbursement.

Y.S.R Sampurna Poshana scheme serves the pregnant and lactating women and children from 0-6 yrs and children suffering with mal nutrition and suffering with anemia.

It plays a main role in supplying nutritious food to the society.

Nadu - Nedu Project is with the theme "then & Now"
By this theme we can observe the new advanced developments in the school.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Attended to Meeting at on V.S.R cheyutha.	learned about importance of government schemes.	V. S. R. APM
Day - 2	APM explained ^{basic} about the NREGS.	learned about how NREGS helps small scale farmers creating livelihoods through plantation	V. S. R. APM
Day - 3	Madam Explained about the institution Building.	How this organization helps and providing social developmental services.	V. S. R. APM
Day - 4	Meeting on the APRIGP. Explained about the objectives of APRIGP.	objectives of the APRIGP	V. S. R. APM
Day - 5	Madam Explained about the social security schemes.	Learned about AP government schemes.	V. S. R. APM
Day - 6	CC explained about the HD component.	It is a very vast and linked with each other.	V. S. R. APM

WEEKLY REPORT

WEEK - 3 (From Dt. 26/12/22 to Dt. 31/12/22)

Objective of the Activity Done:

Detailed Report:

YSR cheyutha is a program launched by the govt. of AP to assist women aged 45 to 60 from below the poverty line people and providing financial support.

NREGS (National Rural Employment Guarantee scheme) should identify the SC, ST, small and marginal farmers and developing their livelihoods through plantation on their own lands.

Institution Building provides financial support and providing wide range of micro finance products to the lower socio economic people.

Later discussion on the AP social security welfare schemes.

Nutrition and dietetics is to establish and encourage good nutritional practice. HD department focus on the different type of schemes.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Incharge Madam Explained about DWACRA Groups.	learned about how women in village level creating their livelihoods.	H. Padma cc
Day -2	I Attended to the Meeting on Anganwadi Shodh which is conducted by PD Sir.	Learned about how this scheme helps to the people in society.	H. Padma cc
Day -3	APM Madam Explained about FNHW & GENDER.	learned about how FNHW plays a vital role in our daily lives.	H. Padma cc
Day -4	Madam Explained about the mobile book keeping.	learned about the importance of book keeping.	H. Padma cc
Day -5	Attended to DWACRA Meeting conducted at village level in Arikam	learned about how women in village level creating their livelihoods.	H. Padma cc
Day -6	Went to visit Anganwadi at ^{ipiti} on regarding YSR Sampurna Poshana	learned about the development of food & nutrition in Anganwadi	H. Padma cc

WEEKLY REPORT

WEEK - 4 (From Dt. 2/1/23... to Dt. 7/1/23....)

Objective of the Activity Done:

Detailed Report:

At the village level, self-help groups (SHGs) popularly known as SHG (Development of Women and Children in Rural Areas) DWACRA. generally 15-20 women gathered and form a team. Nearly 450,000 groups are present in Andhra Pradesh.

Jagananna-Thodu introduced to develop self-help groups
get interest - Free loans, etc to
SHGs - food, nutritious health

Mobile book-keeping is an activity or occupation of keeping records of the financial affairs, so that recording their transactions of accounts on daily basis gives you better quality of work.

I got to know that by the DWACRA groups (SHG groups) women getting their livelihoods made easy.

YSR Sampurna Poshana - by this scheme govt. providing nutritious food to children and pregnant women based on their health profile.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Madam gave task to me and my team members. to write ^{about} the social security schemes.	To know the development of the society	L. Padma CC
Day - 2	I later ^{APM} Madam Explained about Nadu - Nedu.	How schools are changed from once to Now.	L. Padma CC
Day - 3	Madam Explained about how DRDA links to Get Distra Mahila station and its motives of GENDER.	I got to know that how they are helping to the women from many problems.	L. Padma CC
Day - 4	I Helping the computer operator in entering the data of SHG Groups & some schemes.	Through this I got to know that how to upload data.	L. Padma CC
Day - 5	CC Explained about the mobile book keeping importance.	It is a process of recording data on daily basis	L. Padma CC
Day - 6	I went to visit govt. schools on behalf of nadu - nedu.	development of schools from once to Now.	L. Padma CC

WEEKLY REPORT

WEEK - 5 (From Dt. 7/1/23.... to Dt. 13/1/23..)

Objective of the Activity Done:

Detailed Report:

During my internship I got so much knowledge on the A.P social welfare security schemes.

- | | |
|--------------------------------|------------------------------|
| 1. M.S.R. Anna vodi scheme | 8. Jagananna vidya deevena |
| 2. Y.S.R. Arogyasri scheme | 9. Jagananna vasathi deevena |
| 3. A.P. Career Portal | |
| 4. Jagananna Thodu | |
| 5. Jagananna cheyutha | |
| 6. Y.S.R. Asara | |
| 7. Y.S.R. Sampada Postama etc. | |

There are ^{some} more schemes which are providing assistance to the people in many ways.

Once upon a time govt. schools are in backward position. ^{Students in school} They will suffer with many problems.

Objectives of the MADUNEDU is that ~~the~~ to strengthen the infrastructure of the school. By the implementing of this scheme, the govt. of A.P. is going to develop the infrastructure of schools in a systematic manner.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Madam explained about Women empowerment and Group discussions on Rights of women.	I got to know ^{many} that how ^{women} are not balanced about their Rights.	V.S. Arora
Day -2	Explained about how DRDA links with ICDS and its objectives.	With the collaboration of these departments they are providing Nutritious food to the pregnant & child.	V.S. Arora
Day -3	Madam explained about Sadakam and its importance.	I got to know that the importance of Sadakam.	V.S. Arora
Day -4	Explanation about different types of Pension.	I got to know that the importance of Pension & types of Pension.	V.S. Arora
Day -5	Attended to Meeting on FPOs (Farmer Producer group) to know about	knowing the basics of FPO.	V.S. Arora
Day -6	Madam gives task to to write the importance of millets & Nutritious foods.	How to utilize the source of our surroundings and the importance of millets.	V.S. Arora

WEEKLY REPORT

WEEK - 6 (From Dt. 16/1/23.. to Dt. 21/1/23..)

Objective of the Activity Done:

Detailed Report:

Now-a-days women are suffered with many problems although they were well educated but they are not having the support. So that equal access to education and employment, woman's right to her own property and wages. Distt. Mahila police station is helping women in many ways by counselling the husband & wife.

ICDS - Integrated child ^{development} services provides the nutritious food to the child & pregnant women.

SADAREM - Scientific assessment of the degree of disability based on methods. An software for assessment of disabled for access Rehabilitation and empowerment. basically it provides a certificate.

As govt. providing financial support to the people on their old age in different ways like old age pension, widow pension, disabled pension, fisherman pension etc. i.e., y.s.R pension kanyashulkam scheme.

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Explanation about Y.S.R Bhima.	I got to know that I provide financial assistance to the families of expired	L. Padma cc
Day - 2	Meeting about Streenidhi and its importance.	Provide financial assistance to the women in SHG.	L. Padma cc
Day - 3	Attended to SHG meeting in Peddapadu.	I got to know that the financial assistance provided to the SHG women.	L. Padma cc
Day - 4	Explanation discussion on HD (Human development) Activities. Attended to flag hoisting on day.	I got to know that several departments under HD.	L. Padma cc
Day - 5	Went to visit govt. schools on behalf of Nadu-Nedu with APM Madam.	development of schools from once to now.	L. Padma cc
Day - 6	Went to visit Anganwadi on behalf of Y.S.R sampoorna Poshana.	I got to know that child & pregnant health.	L. Padma cc

WEEKLY REPORT

WEEK - 7 (From Dt 30/1/23 to Dt 4/2/23....)

Objective of the Activity Done:

Detailed Report:

Y.S.R Bhima is to provide financial support to the people below the age 18 and 50, there is 5 lakh insurance coverage for unnatural death and complete and permanent disability.

Streeidhi is a programme of the govt. of AP it provides timely affordable credit to the poor self-help women as a part of their poverty alleviation.

later on attended to the Republic day Meeting at DRDA on Jan 26/2023.

In Anganwadi visit I got to know that childrens below 5 yrs getting Milk, eggs, corn flour, Ragi-flour, chekki under Y.S.R Samroortan Poshana. later on group discussion on Millets and their importance Millets provides good Nutrition to the body which contains rich fibre.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Went to the ICOS Department with APM Madam to know ^{regarding} the nutritious & Millets food ^{for} and	Providing Nutritious food to child & Pregnant women.	
Day - 2	Explanation lecture about UMNATHI and its importance.	Knowing the ^{providing} assistance of the govt. to the SHG women.	
Day - 3	Attended to VO Meeting at Voppanji	Knowing the basis of the Meeting is that they are discussing about the Action Plan of the SHG women.	
Day - 4	Learned about Women Empowerment and their activities for the livelihoods through govt. schemes.	I got to know that how women are getting help through govt. schemes.	
Day - 5	Madam gave task to learn about different types of Pensions.	Pensions gives financial support to the old age people.	
Day - 6	Went to visit Anganwadi with APM Madam.	Developments in the Anganwadi	

WEEKLY REPORT

WEEK - 8 (From Dt 23/1/23. to Dt: Dt 29/1/23.)

Objective of the Activity Done:

Detailed Report:

UNNATHI - It is an EMPOWERMENT Programme. gives SC-ST, TSP (Tribal Sub Project) financial assistance which creates financial assistance to create their own assets.

WOMEN EMPOWERMENT activities Provided by this organisation is through SHGs & through ^{different} government schemes. By the implementation of these schemes they can generate their own assets through financial support - like Mahatma Jyoti, Y.S.R Asara etc.,

Through unnnathi scheme government providing loans to the SHG women and providing financial support it can help them in creating their own livelihoods.

Through Y.S.R Pension karuka govt. of A.P providing different types of Pensions to old Age Peoples. like disabled pension, Weaver pension, widow pension, old age pension etc.

ACTIVITY LOG FOR THE NINETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	ARM Madam explained about SHG groups (VO/MS).	I got to know that how women are creating their livelihoods.	L. Pelling CC
Day - 2	CC Madam explained about the Jagannanna Gorumuddha.	Provides nutritious food to the children.	L. Pelling CC
Day - 3	learned about Jagannanna Thodu.	Provides financial support to the small scale business people.	L. Pelling CC
Day - 4	explained about weaver Pension.	getting pension to weavers.	L. Pelling CC
Day - 5	Explanation lecture about what is SHG Bank linkage.	Provides financial assistance to SHG women to create income generative Appl.	L. Pelling CC
Day - 6	FAITH & GENDER Activities explained about by Dist. Anchor person.	I got to know that h.	L. Pelling CC

WEEKLY REPORT

WEEK - 9 (From Dt 30/1/23.. to Dt 05/2/23..)

Objective of the Activity Done:

Detailed Report:

Through self-help groups provides financial support to women and gives affordable interest so that they can pay easily.

To gannaana. Gana Mudda is the Revitalizing the Mid-day Meal concept it is the new initiative from the government.

This scheme → Protects children from hunger.

→ Encouraging school Enrolment

→ Mitigating Malnutrition

→ Improving socialization.

Bank linkage — is to facilitate low interest rate lending to eligible SHG members towards creation of income generating activities.

To avoid borrowing of SHG members from private micro finance agencies and local money lenders for higher interest rate in rural areas.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Explanation lecture about housing scheme PMAY.	I got to know about housing for all.	
Day - 2	Class about YSR Asava.	I got to know about uplifting the ST & SC groups.	
Day - 3	Motivation class from my incharge madam about my future ambitions & goals.	got inspired to get better future.	
Day - 4	Attended to a meeting at Kalle Palli.	learned about social security scheme.	
Day - 5	I gave class to my team members about YSR Pension kanna.	knowing the knowledge about pensions.	
Day - 6	Went to ^{visit} govt. school in Singaperum regarding Ndu-odu.	Observed the changes from then and now.	

WEEKLY REPORT

WEEK - 10 (From Dt...6/7/23. to Dt...11/2.../23)

Objective of the Activity Done:

Detailed Report:

YSR Aasara has been launched in order to uplift rural and urban women of self-help groups (SHGs) by clearing their existing bank loans and supporting them in production.

Through the inspirational words from the APM Madam, I got the clarity of future and correct path of my future.

Changing the infrastructure of the schools through the Nedu-Nedu program. Objectives are

- ✓ drinking water supply
- ✓ English lab
- ✓ kitchen construction of toilet with running water
- ✓ Providing electrification with fans & tube lights
- ✓ painting to school.
- ✓ Major & minor repair in school.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Group discussion with my team members about Sugamanna Chedodo.	Through this discussion increase our communication skills.	P. Laxmi co
Day - 2	co madam explained about kitchen garden.	kitchen gardening gives the free organic vegetable & fruits.	P. Laxmi co
Day - 3	Group discussion with my team members on Sugamanna Chedodo.	Gives nutritional food to the mid-day meals.	P. Laxmi co
Day - 4	Explanation lecture on consuming millets and its importance.	Importance of millets consuming which contains more fibre.	P. Laxmi co
Day - 5	Dr. S. S. gave lecture on Sugamanna Chedodo scheme.	It gives financial assistance to the small scale business persons.	P. Laxmi co
Day - 6	Dr. S. S. explained about Mahila Mart.	Importance of Mahila Mart & women empowerment.	P. Laxmi co

WEEKLY REPORT

WEEK - 11 (From Dt. 13/2/23 to Dt. 18/2/23)

Objective of the Activity Done:

Detailed Report:

Jaganna chedodu scheme is a state government welfare scheme. Small businessmen includes all tailors, barbers and washermen who lost their livelihood due to covid-19 Pandemic.

Kitchen garden is the growing of fruits and vegetables at the back yard of house by using kitchen waste water.

Jagananna cheyda scheme provides financial assistance to beneficiaries. Under this scheme women belonging to scheduled castes, STs etc, will be motivated to move forward on the path of development.

This scheme aims at empowering women.

Mahila Mart increases the production of goods which are manufactured by the women in SHG groups.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	About the importance of Distin APP & SEC committee meeting.	I got to know that the importance of gender meeting.	P. Lakshmi P. Lakshmi CO
Day - 2	Attended to meeting about WASH - water, sanitation, hygiene.	I got to know that importance of WASH.	P. Lakshmi P. Lakshmi CO
Day - 3	About the different livelihood schemes.	I got to know that how women provided by financial assistance.	P. Lakshmi P. Lakshmi CO
Day - 4	Disc Discussion and importance of Mahila Mart.	learned about Mahila Mart through Women Empowerment.	P. Lakshmi P. Lakshmi CO
Day - 5	Attended to the meeting at Anganwadi on Nutrition food.	knowing the importance of Nutrition food.	P. Lakshmi
Day - 6	Helping the computer operator in data uploading.	learning how to upload data about several schemes.	P. Lakshmi

WEEKLY REPORT

WEEK - 12 (From Dt. 20/2/23. to Dt. 25/2/23.)

Objective of the Activity Done:

Detailed Report:

FPO (Farmer producer groups) and Farmer producer organisation. In this 15 Women farmers gathered and savings in the Bank least 100/-. Through those savings they can Buy Fertilizers.

FPO is the gathering of Farmers.

Disha APP Provides security to the women. When women need clicking the SOS gives the support to the women.

FPO: It is a registered body nearly 2000 Members Every month reviewed and the objective is the collective Marketing & collective input.

Helping the computer operator gives me the knowledge on entering the data.

While visiting the Anganwadi at Ragolu I observed the supply of samproona Postharna kit and community events like Anna Prasannam, Seemantham etc. and also NH days (Nutrition health days).

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	creating awareness on the social welfare security schemes.	I learned a lot from this source.	L. P. Acharya CC
Day - 2	Explanation about midday meal, its importance & its menu.	I learned the changes in the food menu in schools.	L. P. Acharya CC
Day - 3	creating awareness meeting on millets & its consumption.	Millets are the best source of food.	L. P. Acharya CC
Day - 4	Went to visit govt. school to observe midday meals menu.	Mid-day meals menu is very nutritious to children.	L. P. Acharya CC
Day - 5	Awareness on the V.S.R. Asara.	Helping micro scale business people.	L. P. Acharya CC
Day - 6	Went to visit Anganwadi with APM Madam.	Observing the food and supply of V.S.R. sampana Poshana.	L. P. Acharya CC

WEEKLY REPORT

WEEK - 13 (From Dt. 26/2/23 to Dt. 4/3/23.)

Objective of the Activity Done:

Detailed Report:

government of Andhra Pradesh

Monday → Rice/Curry/Chickpea

Tuesday → Pulihora, Tomato dal, Boiled Egg

Wednesday → Vegetable rice, Aloo kurma, Boiled egg, chick Pea

Thursday → Kichadi, Tomato chutney, Boiled egg.

Friday → Rice, Asparagus, Boiled egg, chick Pea.

Saturday → Rice, Sambar, Sweet Pongal.

By changing the food menu in the Midday Meals children in the schools may get nutritious food in every day.

Millets are the good source of protein, and it contains good source of fibre, vitamins & minerals. Consuming millets provides potential health benefits. "These millets are also called as coarse cereals."

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Group discussion about Mahila Mast	I learned that it is the mile stone for women empowerment	L. Pochu CC
Day - 2	Meeting on WASH	I learned that it eliminates many diseases.	L. Pochu CC
Day - 3	Womens day celebration in MMIS office - srirakulam.	It is such an wonderful opportunity to participate.	L. Pochu CC
Day - 4	Went to visit Anganwadi food supply with APM Madam.	I learned that under 4.S.R. Sampooran Poshana kit, children getting nutritious food.	L. Pochu CC
Day - 5	Went to visit govt. school regarding Nadu-nadu at with APM Madam.	A.P govt. schools are very well developed under Nadu-Nadu scheme.	L. Pochu CC
Day - 6	Attended to SHG Meeting at Alikam.	Knowing how to conduct meeting.	L. Pochu CC

WEEKLY REPORT

WEEK - 14 (From Dt. 6/3/23..... to Dt. 11/3/23.....)

Objective of the Activity Done:

Detailed Report:

Jagananna Mahila Mast is a market which gives support to the women manufacturing their own products. This is the milestone of women empowerment.

YSR Sambaorna Pashana ^{Kit} get given to Pregnant women, lactating women, children 0-3 Yrs, children 3-6 Yrs. @

Through this scheme, lakh of women getting benefits from Anganwadis

Eggs, Milk, Balaamrutham, dal, oil, Biscuits, cakes, Wheat flour, corn flour, Ragi flour

WASH - launched in 2014, Swach Bharat Mission of India provides water, sanitation, hygiene.

It is the best technique to avoid and prevent many diseases.

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Attended to Y.S.R Asara Meeting plan	Cont. of AP 3rd phase Y.S.R Asara scheme implementation	V. Siva APM Jee
Day -2	Attended to VO meeting at Singuppharam	Learned about importance of WOMEN empowerment	V. Siva APM Jee
Day -3	CC Madam Explained About SHG groups	How to form SHG groups & importance of SHG groups.	V. Siva APM Jee
Day -4	Attended to VO Meeting at Ringolu.	we got to know about the rules of VO meeting.	V. Siva APM Jee
Day -5	Interaction with AC Sir on my learning outcomes.	Talking with Sir about the learning outcomes.	V. Siva APM Jee
Day -6	Attended to SHG meeting at Ringolu	In this meeting I got to know about rules of SHG group meeting.	V. Siva APM Jee

WEEKLY REPORT

WEEK - 15 (From Dt/3/3/23.. to Dt/11/3/23)

Objective of the Activity Done:

Detailed Report:

In my internship period I got to know about the Y.S. R. Asura. Through this scheme government of Andhra Pradesh provides loans to clear existing loans. It helps the women in SHG groups and gives affordable interest and provides financial support.

SHG (Self helping groups) gets financial support from government creates their livelihoods.

I learned a lot of things in

Through SHG groups - community development & livelihood improvement and institutional gathering and planning.

* getting timely loans for a variety of purposes and at a reasonable interest rate.

* SHG builds blocks of organisation of the rural poor.

CHAPTER 5: OUTCOMES DESCRIPTION

Describe the work environment you have experienced (in terms of people interactions, facilities available and maintenance, clarity of job roles, protocols, procedures, processes, discipline, time management, harmonious relationships, socialization, mutual support and teamwork, motivation, space and ventilation, etc.)

I like the work Environment here because it is linked with a social network. This is the good platform to gain vast knowledge and interact with many people. I interacted with many higher authorities though I got to know that how they reached to that stage and how they are helping people through government schemes.

Because I went to several meetings & trainings and got to know the unity between the people and their collective thought to develop them in the community development through government schemes and how to use their money for their livelihoods.

One can achieve anything with the unity rather than isolation. So when there is unity there is always victory.

Describe the real time technical skills you have acquired (in terms of the job-related skills and hands on experience)

Through the technical skills I have acquired from the organisation gives me how to Enter the data from the schemes and the beneficiaries.

SHC- BANKLINKAGE, YSR Aasha, YSR Pension Krouka, YSR cheyutha, YSR sunuvaddi, streetidbi unnaathi, NRLM- SERP, institution Building^{etc.} these are schemes and activities of this organisation which analyse the data of beneficiaries and beneficiaries accounts.

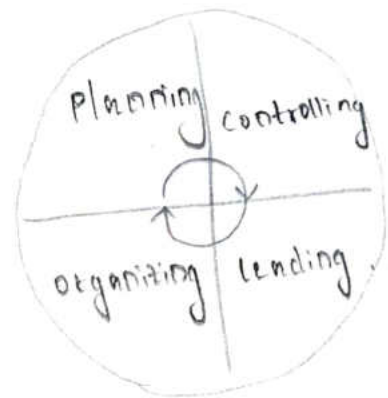
They keep their data in Book keeping which is the process of recording ~~go~~ financial transactions into organized accounts on a daily basis.

As an intern I understood and grasped Data Analysis and data Entry, Bookkeeping and most importantly financial management.

Describe the managerial skills you have acquired (in terms of planning, leadership, team work, behaviour, workmanship, productive use of time, weekly improvement in competencies, goal setting, decision making, performance analysis, etc.

Managerial skills are the knowledge and ability of individuals in a managerial position to fulfil some specific management activities or tasks.

As an intern I and my team members worked together in analysing and researching and went together for field visits.



During my internship period I learned about multitasking and I experience the work environment which has lot of work.

⑩ Meetings which I attended to SHG's meetings and 100 meetings increases my communication skills and with my team members developed my own skills. And this organisation sees the people needs

Describe how you could improve your communication skills (in terms of improvement in oral communication, written communication, conversational abilities, confidence levels while communicating, anxiety management, understanding others, getting understood by others, extempore speech, ability to articulate the key points, closing the conversation, maintaining niceties and protocols, greeting, thanking and appreciating others, etc.)

Communication requires the formation of communicative motivation and reason. It is the key to share your ideologies, thoughts to anyone.

During my internship period, I attended to many vo & ms & SHG meetings. through them I learned a lot of unique ideas about livelihoods.

I am able to communicate with them and improved my knowledge. so that I can understand others. and I got to know that how this organization helps in socializing.

Through this my confidence levels are improved while communicating. Though this organization not only improving my confidence levels it also promotes motivation by informing and clarifying the employees about the task to be done.

Describe how could you could enhance your abilities in group discussions, participation in teams, contribution as a team member, leading a team/activity.

During my 2 months intern period in this organization I voluntarily participated in several meetings. Because ORDA is a vast organization which links up to several & many departments.

As an Intern I visited several SHG (Self-Help-Group) meetings under VOs I learned a lot about livelihoods of middle class families. As a student it is such a magnificent opportunity to join in this meetings because it is the internal drive that leads us to take action towards our goals and I shared my thoughts to everyone and associate with elders etc. And analysed about people.

In this sessions people share their opinions and views with other members in the group and collaborate on their stated ideas to work together towards a common objective.

Describe the technological developments you have observed and relevant to the subject area of training (focus on digital technologies relevant to your job role)

As an intern I discovered the importance of technology after joined in the DRDA organisation as an internship programme.

Modern India has become digital India in the developing process so that every transaction whether it may be personal or government should be directly transferred digitally.

To improve the standard of living of all citizens Government schemes are necessary in society. According to National Informatics Centre (NIC) DBT (direct Bank transfer) money which is providing the government through social security schemes amount is directly transferred to the Beneficiary (Person who derives advantage from something) Accounts.

An intern noticed that several government schemes like ~~Asa~~ Asa, Vidya deevena, Jagannanna chedodu amount transferred to beneficiaries data is collected by this organization.

Student Self Evaluation of the Short-Term Internship

Student Name: Kota Pavan

Registration No: 2022001066
030

Term of Internship:

From: 7/12/23

To: 18/3/23

Date of Evaluation:

Organization Name & Address: D.R.D.A - Velugu Office
Rythu bazar, Srikakulam.

Please rate your performance in the following areas:

Rating Scale:

Letter grade of CGPA calculation to be provided

1	Oral communication	1	2	3	4	5
2	Written communication	1	2	3	4	5
3	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan and organization	1	2	3	4	5
9	Professionalism	1	2	3	4	5
10	Creativity	1	2	3	4	5
11	Quality of work done	1	2	3	4	5
12	Time Management	1	2	3	4	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Date: 02/05/2023

K. Pavan
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: KOTA PAVAN

Term of Internship:

From: 07/12/2022

Registration No: 2022001066030

Date of Evaluation: 23/06/2023

To: 18/03/2023

Organization Name & Address: DRDA "Velugu, Sribakulam

Name & Address of the Supervisor V. SWATA
with Mobile Number 8008803903

Please rate the student's performance in the following areas:

Please note that your evaluation shall be done independent of the Student's self-evaluation

Rating Scale: 1 is lowest and 5 is highest rank

1	Oral communication	1	2	3	4	5 ✓
2	Written communication	1	2	3	4 ✓	5
3	Proactiveness	1	2	3	4 ✓	5
4	Interaction ability with community	1	2	3	4 ✓	5
5	Positive Attitude	1	2	3	4 ✓	5 ✓
6	Self-confidence	1	2	3	4	5 ✓
7	Ability to learn	1	2	3	4 ✓	5
8	Work Plan and organization	1	2	3	4 ✓	5
9	Professionalism	1	2	3	4 ✓	5
10	Creativity	1	2	3	4 ✓	5
11	Quality of work done	1	2	3	4 ✓	5 ✓
12	Time Management	1	2	3	4 ✓	5
13	Understanding the Community	1	2	3	4	5 ✓
14	Achievement of Desired Outcomes	1	2	3	4	5 ✓
15	OVERALL PERFORMANCE	1	2	3	4	5 ✓

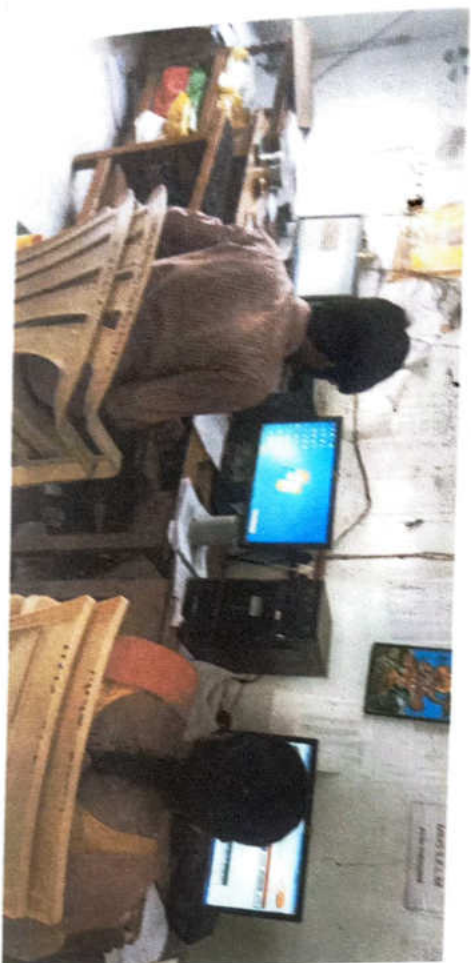
Date: 23-6-23

Signature of the Supervisor
A302 Project Manager
YKP-DRDA
SRIRAKULAM

PHOTOS & VIDEO LINKS









ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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