

ToR of District ASHA Coordinator
(Under National Rural Health Mission)

Key Responsibility	Responsible for coordination and monitoring of ASHA component in the district.
Direct Supervisor:	District Programme Manager (DPM)
Reporting to:	CMHO through DPM

Role Description:

S.No.	Key Responsible Areas	Detailed Activities	Key Performance Indicators	Interdependencies
1	Implementation	<ul style="list-style-type: none"> • Develop annual plan for selection and training for ASHA. • Drafting of annual targets for ASHA to achieve District's health targets like; sterilization, institutional deliveries, immunization, etc. • Support Block ASHA facilitators in developing localized implementation plans. • Ensure adoption and implementation of plan at local level. • Monitor physical and financial progress of the component. • Monitor the regularity of incentives to ASHA 	<ul style="list-style-type: none"> • Detailed implementation plan developed and approval received. • Ongoing implementation in accordance with plan. 	<ul style="list-style-type: none"> • State Consultant ASHA-SPMU • DPMU • BPMU • DD-ICDS
2	Liaising and coordination	<ul style="list-style-type: none"> • Liaise with district level stakeholders for mobilizing support. • Supervision and monitoring of the NGOs responsible for ASHA training. • Attend ASHA meetings at block and PHC and support Block ASHA Facilitators 	<ul style="list-style-type: none"> • Strong working relations with vertical and parallel implementing agency/dept. • Report of visits submitted within 5 days of completion of field 	<ul style="list-style-type: none"> • Identified NGOs • DWCD • DPM& BPM • BAF

		<p>(BAF) and PHC- ASHA Supervisors.</p> <ul style="list-style-type: none"> Follow up with Block ASHA Facilitators/BPMs on progress of assigned jobs. 	<p>visit to State ASHA Consultant and DPMU.</p> <ul style="list-style-type: none"> VHC meetings conducted and fund utilized. 	
3	Capacity building	<ul style="list-style-type: none"> Develop capacity building plans for AS: IAs, facilitators and supervisors. 	<ul style="list-style-type: none"> Capacity building plan developed and approved and implementation. 	<ul style="list-style-type: none"> Co-ASHA-SPMU DPMU&BPMU
4	Documentation	<ul style="list-style-type: none"> Document field level innovations, achievement and challenges in implementation of programme. Information /documentation dissemination to stakeholders at district and state level. Furnish district news for ASHA newsletter. 	<ul style="list-style-type: none"> At least six process documents each year submitted. 	<ul style="list-style-type: none"> Co-ASHA-SPMU DPM BPM BAF
5	Monitoring and Reporting	<ul style="list-style-type: none"> Undertake monitoring (planned, periodic and random) of interventions implemented for ASHA in district. Timely reporting to state through DPM in prescribed format (Annexure II, III and III 'A' to state). Physical and financial both. Ensure completion of field visit reports (random and planned) Seek feedback of district level activities from SPMU as compared to other districts. Facilitate facilitators and supervisors for compilation and timely submission of monthly reports. 	<ul style="list-style-type: none"> Monitoring reports submitted to DPMU, SPMU. Submission of monthly reports. Field visit reports within 5 days to DPMU, SPMU. Conduct at least 2 random visits across the block. Share feedback with district level authorities. 	<ul style="list-style-type: none"> DPM DAM DA