



**Government of West Bengal**  
**Directorate of ICDS**  
**Shaishali Complex, 1<sup>st</sup> and 2<sup>nd</sup> Floor**  
**Salt Lake City, Kolkata – 700064**

Memo No. 2072/ICDM-Dte

Dated, 16/12/2021

To

The District Programme Officer(s)  
Darjeeling / Jalpaiguri / Kalimpong / Alipurduar / Coochbehar / Uttar Dinajpur / Dakshin Dinajpur /  
Murshidabad / Malda / Birbhum / Bankura / Purulia / Paschim Medinipur / Purba Medinipur /  
Jhargram / Purba Bardhaman / Paschim Bardhaman / Howrah / Hooghly / Nadia/ North 24 Parganas /  
South 24 Parganas / Kolkata

**Sub: Annual Survey for the year 2022**

With reference to above, this is to inform you that the Annual Survey of beneficiaries of ICDS for the year 2022 will be conducted from the month of January, 2022 and for this, the format in soft copies is enclosed herewith.

The timeline for this survey will be:


3 January – 22 January, 2022	-	-	Survey works and submission of datasheet to the Supervisors by the AWWs
24 January - 31 January, 2022	-	-	Entry of Data by the Supervisor and compilation at Project Level
1 February - 7 February, 2022	-	-	Compilation and checking of data at Project and District Level.

It is expected that at the time of entering data by the Supervisors, it can be monitored simultaneously for checking of any error/anomalies etc. Moreover, the Supervisors should also be instructed to collect the datasheet from the AWWs as and when that will be completed by the AWWs instead of waiting for the 24 January, so that the last-moment pressure of data entry can be avoided. One week is given for the District to compile the data and finding out and correcting any error or anomalies, if noted.

The final date of submission of compiled "District Level Format" report by the districts to this end is 10 February, 2022.

**Encl: 2 MS Excel Soft Copy Format**

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**Director of ICDS**  
**West Bengal**

Dated, 16/12/2021

Copy forwarded to:

1. The Special Secretary, Department of WCD & SW, Government of West Bengal
2. The Additional Director of ICDS, West Bengal
- 3.-24. The District Magistrate (S), Darjeeling / Jalpaiguri / Kalimpong / Alipurduar / Coochbehar / Uttar Dinajpur / Dakshin Dinajpur / Murshidabad / Malda / Birbhum / Bankura / Purulia / Paschim Medinipur / Purba Medinipur / Jhargram / Purba Bardhaman / Paschim Bardhaman / Howrah / Hooghly / Nadia/ North 24 Parganas / South 24 Parganas
25. The PS to the Hon'ble MIC, Department of WCD & SW, Government of West Bengal with the request to bring it to the kind notice of the Hon'ble MIC, Department of WCD & SW
26. The Sr. PA to the Secretary, Department of WCD & SW, Government of West Bengal with the request to bring it to the kind notice of the Secretary, Department of WCD & SW

  
**Director of ICDS**  
**West Bengal**