

# ORGANISATION PROFILE

## CAPABILITY DOCUMENT

**LAXMI NARAYAN SEVA PRATISTHAN**  
**AT- MANSAPOL, P.O/ DIST- JAJPUR**  
**ORISSA, PIN-755001, India**  
**Ph: 91-6728- 225112, Fax: 91-6728-223050, Cell- 09437579112**  
**E-mail: [lnspjpr@rediffmail.com](mailto:lnspjpr@rediffmail.com)**

**1. NAME OF THE ORGANISATION:**

**L N S P**  
Laxmi Narayan Seva Pratisthan

**2. REGD. / HEAD OFFICE:**

**AT- MANSAPOL, P.O/ DIST- JAJPUR, ORISSA, PIN-755001, India**

Ph. 91-6728- 225112, Fax: 91-6728-223050, Cell- 09437579112,  
E-mail: [lnspjpr@rediffmail.com](mailto:lnspjpr@rediffmail.com)

**BRANCH OFFICES: -**

1. 4390/18, Katra Raiji, Basant Road, Paharganj, New Delhi - 55
2. At- Paramanandpur, P.O- Ragadi, Dist- Jajpur, Orissa
3. At/P.o- Ahiyas, Dist- Jajpur, Orissa.
4. At- Padmeswarapur, P.o/Dist- Jajpur, Orissa

**3. LEGAL STATUS:**

- Registered under the SRA of 1860, bearing Regd. No. 12382/129- of 1993-94.
- F.C.R.A No. 105190012
- PAN No.- AAATL4281E
- Income Tax Regd. No. Adm(IT) judl/60/12A/94-95/27663-64, dated 13.12.94.
- Income Tax Regd. No. ITO(Tech.)/80G-81/2006/07/, dated 27.11.2006 valid up to 2009-2010

**4. AREA OF OPERATION:**

- Jajpur, Bhadrak & Keonjhar districts of orissa

**5. VISION:**

L N S P's vision is "to see an ideal civil society where prevalence of mutual cooperation and happiness, peace, prosperity, social justice, value based life and sustainability are the core-elements; and where the people are capable enough to develop inner resources, capacities and to manage all affairs for their sustainable development".

**6. MISSION:**

L N S P's mission is to "to help people to help themselves, for change and holistic development so as to reduce and eliminate hunger, deprivation, squalor, diseases, infirmity, ignorance, illiteracy, inequalities, violence, repression, natural calamities/ disasters in the context of Orissa state in India".

## 7. GOAL:

L N S P is striving "to excel as a resources center for sustainable Human Development and to provide relevant resources / inputs for ensuring sustainable growth and development of under privileged people towards building a desirable civil society in the state of Orissa".

## 8. OBJECTIVES:

- To work for upgrading the socio-economic condition of the poor and have-nots;
- To develop the educational status of the people.
- To bring development in agriculture through application of science & technology.
- To provide vocational training to unemployed women, children and youth.
- To establish income generation units where the unemployed can work and become self reliant.
- To work for bringing good health for the people.
- To work for environmental protection and ecological balance.
- To work for preservation of Indian culture.
- To work for the development of SC, ST, and OBC and the rural poor.
- To initiate some action programme on adult education.

## 9. CAPACITIES AND CREDIBILITY OF THE AGENCY:

- **Management capacity:** Strong credibility as professionally managed NGO. Indeed, a group of qualified, trained, experienced, committed and dynamic persons are leading the agency. It believes professionalism in principle and practices, blending the spirit of voluntarism in it. It recognizes, strengthening of technical and institutional capacity and organizational development of NGOs as key thrust area, for which it has been striving hard to excel in these endeavors.
- **Professional expertise and competency:** Sound expertise in project formulation, implementation, monitoring, and evaluation, reporting and documentation including research and development studies. It has a team of professionals having very good experiences in the field of RCH, STD, HIV/AIDS, community health and nutrition, SHG/micro-finance, livelihood, and agriculture.
- **Expertise in training and capacity building:** L N S P has a group of trainers having sound experiences and expertise in participatory training on wide range of subject agriculture, behaviour change communication, counseling, community health and nutrition, gender, HIV/AIDS, micro-finance, micro-planning, project cycle management, panchayati Raj, RCH, research methodology, staff development, TBA capacity building, training of trainers, women leadership/empowerment, water and sanitation, and need-based training.
- **Management of finance:** Sound and effective management of finance and mobilization of resources and its efficient use are prime areas of concern of L N S P. It maintains highest form of transparency, accountability and integrity in all financial dealings. It has qualified and experienced Chartered Accountant for its internal and external audit. It follows standard

guidelines and principles for management of accounts besides, adopting financial guidelines of its funding partners. L N S P can manage any amount of finance very effectively.

- **Track record:** It has very good track record in implementation of community health, nutrition, and reproductive and child health programme including HIV/AIDS.
- **Networking and cooperation:** It has wider networking and linkages with many agencies and individuals in both public and private sector. L N S P has established very wide networking and cooperation with many government, national and agencies like NIHFW, CAPART, NCW, VYK, NYK, CARE and CRS/DFID/USAID.

It has developed very good functional relationship with the Ministry of Health & Family Welfare, Govt. of India and other departments of Govt. of India and Govt. of Orissa. UN agencies are the main sources of information for L N S P. Most of UN Agencies are disseminating their information and publications.

- **Credibility:** L N S P enjoys a very good credibility as a professional NGO in the state of Orissa. Due to its credibility L N S P has been functioning as a leading agency in the district of Jajpur in Orissa for implementation of residential school for the children programme and a hostel for working women in the district. Of dept. of Social Justice & Empowerment, Govt. of India . Under these schemes, L N S P has been working on behalf of Govt. of India and taking major role in selection of NGOs for support and building capacities of its partner NGOs from time to time.
- **Publication:** L N S P has also published IEC materials - cloth posters, flip charts, visual cards, manuals and booklets on reproductive and child health issues, nutrition, STD/HIV/AIDS, which is widely appreciated by many who used it. L N S P has a team of trainers with adequate experiences in grassroots development workers' training including training for women, adolescent and farmers.
- **Infrastructure:** Manageable office infrastructure and logistic facilities. It has a small information and documentation center with wide range of books, magazines, periodicals, and reports in the field of social development. To look after its various activities, at present L N S P have a branch office at Jajpur & few field offices in different project locations.

## **10. GOVERNANCE:**

Its governance has been entrusted to an executive board - comprising of multi-professionals and experts. Greater accountability, transparency, participatory process of work, bottom up approach, integrity, ensured efficiency and effectiveness are the key features of L N S P's governance. With parallel to executive body, there is an advisory body consisting of members from wide range of professions, which constantly boost up its governance and functioning through their valuable guidance, advice and support services.

Next to executive body, there is a coordination committee- consisting of office bearers and coordinators of different cells; Development Action programme (DAP) Cell; Research and Publication (RAP) Cell; Human Resources Development and Training (HRDT) Cell; information, Education and Communication (ICE) Cell; Networking, Advocacy and Consultancy (NAC) Cell; and Administration Cell.

The coordination committee is being responsible for planning, executing, monitoring, evaluating and coordinating the programmes and activities of L N S P. Each cell is looking after by a coordinator, in order to manage all affairs and activities of respective cell. In addition to above structure, there are supporting staffs, those are working in different programmes and projects besides social animators at the grassroots level.



**PERSONNEL STRENGTH:**

S.N	Designation	No.	% of Time	Educational Qualification	Experiences
1	Director	1	Full time	MSW, LLB.	17 years
2	Coordinator	4	Full time	MSW / MA	8-12 years
3	Programme Officer	3	Full time	MSW, LLB	5-8 years
4	Doctor	3	Part time	MBBS	10-20 years
5	Artist	1	Part time	BA in Art	12 years
6	Accountant	2	Full time	B. Com, DCA	20 years
7	Programme Asst.	2	Full time - 1 Part time - 1	BA, DCA	5 years
8	Office Asst.	2	Full time	+3	5 years
9	Outreach educator	12	Full time	Matric & above	3 years

**Total No. of Staff - 30 (Full time 25, Part time5)**

**11. NETWORKING AND CO-OPERATION:**

- Orissa Voluntary Health Association, Bhubaneswar.
- CDMU, Bhubaneswar.
- Nehru Yuva Kendra, Cuttack, Orissa
- NGO cell, Department of Women & Child Development, New Delhi.
- State AIDS Action Forum - Orissa
- Mother NGO forum - Orissa
- L N S P NGO Network
- White Ribbon Alliance for Safe Motherhood

**12. BANKING DETAILS:**

**General:** A/c Name: L N S P, A/c No. SB-100009, CANARA BANK, RAMBAG BRANCH, JAJPUR.

**13. PHYSICAL FACILITIES:**

The head office of the L N S P is located in the district head quarter of Jajpur. It is well equipped with manageable infrastructure facilities, like small IEC Center, a meeting hall etc. Its branch office at Ahiyas has also having equipped training hall and necessary office furniture. Moreover, all are running in rented buildings.

**14. PRESENT GOVT. ASSISTED PROGRAMMES / ACTIVITIES:**

- Primary school for 100 (ST) students. Ministry of Tribal Affairs, Govt. of India, Continuing
- Non formal centre in 50 villages of the district, Deptt. Of Education, Ministry of H.R.D., Govt. of India
- Two nos. of Girls hostel. Ministry of H.R.D., Govt. of India, Continuing
- Residential camp for adolescent girls. Ministry of Youth Affairs & Sports, Govt. of India, Ministry of H.R.D., Govt. of India
- Environmental education to school children of 45 nos. of primary and upper primary schools .

- Three (5 ) EGS centres are running., Govt. of Orissa, Continuing
- Vocational training on type-writing and short hand to rural unemployed girls., Ministry of Social Justice & Empowerment, Govt. of India
- Old-age home. Ministry of Social Justice & Empowerment, Govt. Of India, Continuing
- Short-stay home. Central Social Welfare Board, New Delhi, Continuing
- Child labour prevention school.(2) Nos, National Child Labour Project, Jajpur, Orissa, Continuing
- Jana Sikshyan sansthan Programme in Jajpur District.

#### 15. SUPPORTING AGENCY:

- Health and Family Welfare Department. Govt. of Orissa,
- Ministry of Health and Family Welfare, Govt. of India,
- Ministry of Youth affairs and Sports, Govt. of India,
- Unicef, Bhubaneswar/India
- Ministry of Social Justice & Empowerment, Govt. of India
- Ministry of Environment t & Forests , Govt. of India
- Ministry of Human Resources, Govt. of India
- Jana Sikshyan sansthan, Ministry of H.R.D., Govt. of India

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#### Programme on Own Source

1 Training on computer to 50 unemployed girls.

2 Training on tailoring to 50 unemployed girls.

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