

**National Programme of Nutritional Support to Primary
Education, 2006
[Mid-Day Meal Scheme]**

GUIDELINES

Contents

Sl. No.	Title	Page
1.	Background	1-4
2.	Revision of NP-NSPE, 2006	
	2.1 Need for revision	5
	2.2 Objectives, Programme Intervention and Coverage	6-7
	2.3 Components and Norms for Central Assistance	7-8
	2.4 Continuation of Central Assistance at existing rates as an interim measure	8
	2.5 Convergence with other development programmes	8-10
	2.6 Overall Responsibility	10-11
3.	Programme Management	
	3.1 National level	12-13
	3.2 State/UT level	13
	3.3 State/UT-specific Norms of Expenditure	13-14
	3.4 Functions of State Nodal Department	14-15
	3.5 Nodal Responsibility at the District and Block Level	15
	3.6 Management at the Local Level	15-16
	3.7 Responsibility of Food Corporation of India (FCI)	16-17
	3.8 Nodal Agency/Agencies for transportation of foodgrains	17
	3.9 Association of Voluntary Organizations in the Programme	17-19
	3.10 Information, Education and Communication (IEC) activities	19
	3.11 Activity Mapping	19-21
4.	Quality and Safety Aspects	
	4.1 Some suggestions for preparation of nutritious and economical Mid-Day Meal	22-23
	4.2 Safety and Hygiene Specifications	23-24
	4.3 Mid-Day Meal not to adversely affect teaching-learning	24
	4.4 Community Support	24-25
	4.5 Other Health Interventions	25
5.	Annual Work Plan & Budget, and Flow of Central Assistance	
	5.1 Annual Work Plan & Budget	26-29
	5.2 Reimbursement to FCI	29
	5.3 Release of Transport Subsidy	29-30
	5.4 Periodic Returns	30
	5.5 Utilization Certificate	30

Sl. No.	Title	Page
6.	Monitoring & Evaluation	
6.1	Management Information System	31-32
6.2	Regular monitoring of Programme Implementation and its Impact	32-33
6.3	Display of Information under Right to Information Act	33
6.4	Management, Monitoring & Evaluation (MME)	33-34
	<u>Annexures</u>	
	Annexure-1 - Major Nutritional Deficiencies among children of Elementary School-going Age Group	35-36
	Annexure-2 - Evaluation Studies conducted during 2005 by independent agencies	37-39
	Annexure-3 - Letter of Secretary (SE&L) dated 6.7.06 informing States/UTs about the revision of the scheme	40-42
	Annexure-4 - Tentative Costing of a Mid-Day Meal worked out in August, 2005	43
	Annexure-5 - Nutritive value of 100 gms. of Wheat, Rice & Chapatis.	44
	Annexure-6 - Constitution of National-level Steering-cum-Monitoring Committee – Notification dated 20.12.04 and 31.12.04.	45-51
	Annexure-7 - Constitution of MDM-Programme Approval Board – Order dated 9.3.06	52-53
	Annexure-8 - Suggested Composition of Steering-cum-Monitoring Committees to be constituted at various levels	54-55
	Annexure-9 - Prototype Design of Kitchen-cum-Store for a school with student strength of about 150	56-58
	Annexure-10 - Letters of Secretary (HE) dated 27.12.05 and HRD Minister dated 29.12.05 about mobilization of mothers to watch mid-day meal	59-62
	Annexure-11 - Framework for Annual Work Plan & Budget	63-78
	Annexure-12 - Monitoring of Programme and Impact Parameters	79
	Annexure-13 - List of Institutions assigned monitoring of Mid-Day Meal Scheme	80-81
	<u>Forms</u>	
	Form-1 - Report on Monthly Off take of Foodgrains	82
	Form-2 - Request for Reimbursement of Expenditure incurred on transport of foodgrains	83-84
	Form-3 - Quarterly Progress Report	85-89
	Form-4 - Utilization Certificate in respect of foodgrains lifted during the preceding financial year	90

CHAPTER 1

BACKGROUND

- 1.1** Mid Day Meal in schools has had a long history in India. In 1925, a Mid Day Meal Programme was introduced for disadvantaged children in Madras Municipal Corporation. By the mid 1980s three States viz. Gujarat, Kerala and Tamil Nadu and the UT of Pondicherry had universalized a cooked Mid Day Meal Programme with their own resources for children studying at the primary stage. Mid Day Meal was also being provided to children in Tribal Areas in some States like Madhya Pradesh and Orissa. By 1990-91 the number of States implementing the mid day meal programme with their own resources on a universal or a large scale had increased to twelve, namely, Goa, Gujarat, Kerala, Madhya Pradesh, Maharashtra, Meghalaya, Mizoram, Nagaland, Sikkim, Tamil Nadu, Tripura and Uttar Pradesh. In another three States, namely Karnataka, Orissa and West Bengal, the programme was being implemented with State resources in combination with international assistance. Another two States, namely Andhra Pradesh and Rajasthan were implementing the programme entirely with international assistance.
- 1.2** It is an incontrovertible fact that school meal programmes exert a positive influence on enrolment and attendance in schools. A hungry child is less likely to attend school regularly. Hunger drains them of their will and ability to learn. Chronic hunger can lead to malnutrition. Chronic hunger also delays or stops the physical and mental growth of children. Poor or insufficient nutrition over time means that children are too small for their age, and susceptible to diseases like measles or dysentery, which can kill malnourished children. Malnutrition adversely affects Universalization of Elementary Education. Even if a malnourished child does attend school, she finds it difficult to concentrate on and participate in the teaching-learning activities in school. Unable to cope, she would drop out. Some details in regard to major nutritional deficiencies, and their incidence among children of elementary school-going age group, are given in **Annexure-1.**
- 1.3** There is also evidence to suggest that apart from enhancing school attendance and child nutrition, mid day meals have an important social value and foster equality. As children learn to sit together and share a common meal, one can expect some erosion of caste prejudices and class inequality. Moreover, cultural traditions and social structures often mean that girls are much more affected by hunger than boys. Thus the mid day meal programme can also reduce the gender gap in education, since it enhances female school attendance.

1.4 With a view to enhancing enrollment, retention and attendance and simultaneously improving nutritional levels among children, the National Programme of Nutritional Support to Primary Education (**NP-NSPE**) was launched as a Centrally Sponsored Scheme on 15th August 1995, initially in 2408 blocks in the country. By the year 1997-98 the NP-NSPE was introduced in all blocks of the country. It was further extended in 2002 to cover not only children in classes I-V of government, government aided and local body schools, but also children studying in centres run under the Education Guarantee Scheme (EGS) and Alternative and innovative Education (AIE) Scheme. Central Assistance under the scheme consisted of the following:

- (a) free supply of food grains @ 100 grams per child per school day, and
- (b) subsidy for transportation of food grains up to a maximum of Rs 50 per quintal.

1.5 In addition to foodgrains, a mid day meal involves two other major inputs, viz., “cost of cooking” and “provision of essential infrastructure”, which are explained below:

- (a) Cost of cooking includes cost of ingredients, e.g. pulses, vegetables, cooking oil and condiments. It also includes cost of fuel and wages/ remuneration payable to personnel, or amount payable to an agency (SHG, VEC, SMC) responsible for cooking.
- (b) Provision of essential infrastructure includes kitchen-cum-store, adequate water supply for cooking, drinking and washing, cooking devices (stove, chulha, etc), containers for storage of foodgrains and other ingredients and utensils for cooking and serving.

1.6 In NP-NSPE, 1995 the cost of cooking was to be borne by the State Governments/ UT administrations. Unable to provide adequate funding for meeting the cooking costs, many State Governments/ UT Administrations resorted to distribution of food grains, rather than providing cooked mid day meals. To ameliorate some of the difficulties experienced by the States and UTs, Planning Commission requested State Governments in December 2003 to earmark a minimum of 15% of Additional Central Assistance under the Pradhan Mantri Gramodaya Yojana (PMGY) towards cooking cost under the mid day meal scheme. Nonetheless, the programme continued to suffer on account of budgetary constraints in the States and UT Administrations.

1.7 Central Government’s commitment to a universal cooked meal programme found reflection in the budget speech of the Union Finance

Minister in July 2004, which stated: *“The poor want basic education for their children: we shall provide it... We shall also make sure that the child is not hungry while she or he is at school...”* The budget speech further promised: *“...the whole of the amount collected as cess will be earmarked for education, which will naturally include providing a nutritious cooked mid day meal. If primary education and the nutritious cooked meal scheme can work hand in hand, I believe there will be a new dawn for the poor children of India”.*

- 1.8** In keeping with the promise made in the budget speech of 2004, the NP-NSPE, introduced in 1995, was revised in September 2004 to provide cooked mid day meal with 300 calories and 8-12 grams of protein to all children studying in classes I – V in Government and aided schools and EGS/ AIE centres. In addition to free supply of food grains, the revised scheme provided Central Assistance for the following items:
- (i) Cooking cost @ Re 1 per child per school day
 - (ii) Transport subsidy was raised from the earlier maximum of Rs 50 per quintal to Rs. 100 per quintal for special category states, and Rs 75 per quintal for other states
 - (iii) Management, monitoring and evaluation costs @ 2% of the cost of foodgrains, transport subsidy and cooking assistance
 - (iv) Provision of mid day meal during summer vacation in drought affected areas.
- 1.9** Infrastructural requirements continued to be met through convergence with other development programmes, including inter alia Sampurna Grameena Rozgar Yojana (SGRY), Basic Services for Urban Poor (BSUO), Urban Wage Employment Programme (UWEP) for the construction of kitchen-cum-stores. Water supply requirements were met through convergence with Accelerated Rural Water Supply Programme (ARWSP), Swajaladhara and Sarva Shiksha Abhiyan.
- 1.10** The revised NP-NSPE, 2004 scheme also provided for a 4-tier institutional mechanism for programme management, through the constitution of Steering-cum-Monitoring Committees at the National, State, District and Block levels.
- 1.11** Today, the NP-NSPE is the world’s largest school feeding programme reaching out to about 12 crore children in over 9.50 lakh schools/EGS centres across the country. Several independent evaluation studies were conducted in 2005 including (a) a study by Pratichi Trust in Birbhum district, (b) University of Rajasthan/ Unicef in Rajasthan, (c) Samaj Pragati Sahyog in Madhya Pradesh. (d) Seva Mandir in Udaipur district, etc. A summary of the main findings of these Reports is given at **Annexure-2.**

These reports testify to the increase in enrollment, particularly of girls and to the narrowing of social distance. The reports also point out that the programme provides an important rallying point for the involvement of parents in school governance. At the same time some operational difficulties have been experienced by State Governments and Union Territory Administrations.

CHAPTER 2

REVISION OF NP-NSPE IN 2006

2.1 Need for revision

Following main difficulties were experienced in the implementation of NP-NSPE, 2004:

(i) The existing rate of Re. 1 towards cooking cost was found to be inadequate for meeting the cost of nutritious meal as per prescribed norms, particularly after discontinuation of PMGY w.e.f 1.4.05.

(ii) Absence of kitchen sheds in schools had emerged as a critical factor impacting the quality of the programme. Though convergence with other centrally assisted programmes was envisaged for construction of kitchen sheds, progress in construction has been poor. Consequently, classrooms tend to be used for storage and cooking purposes, which is not only undesirable, but also fraught with risk. In the alternative, cooking is done in the open, which is unhygienic & hazardous.

(iii) The existing nutritional norm of 300 calories and 8-12 grams of protein was felt to be inadequate to meet the growing needs of young children, necessitating therefore, the need to review and enhance the norm, and also provide for essential micronutrients and de-worming medicines.

Against the above background a Sub Committee of the National Steering cum Monitoring Committee (NSMC) was constituted in August 2005 in order to make recommendations, inter alia, on the adequacy of the present norm of Central Assistance to meet the cooking cost, as well as the manner in which the infrastructure gap should be met. Recommendations of the Sub-Committee were considered by the NSMC in its meeting held on 29th September 2005 and were approved with some modifications. Based on the recommendations of the NSMC, Central Government approved the revised scheme with effect from June 2006. State Governments and UT Administrations were informed of the main features of the revised scheme vide letter No. 1(9)/2006/Desk(MDM) dated 06.07.2006 read with letter dated. 08.08.2006, appended at **Annexure-3**. This document spells out the detailed guidelines of the revised scheme.

2.2 NP-NSPE, 2006: Objectives, Programme Intervention and Coverage:

2.2.1 Objectives

NP-NSPE, 2006 seeks to address two of the most pressing problems for the majority of children in India, namely, hunger and education by:

(i) Improving the nutritional status of children in classes I – V in Government, Local Body and Government aided schools, and EGS and AIE centres.

(ii) Encouraging poor children, belonging to disadvantaged sections, to attend school more regularly and help them concentrate on classroom activities.

(iii) Providing nutritional support to children of primary stage in drought-affected areas during summer vacation.

2.2.2 Programme Intervention and Coverage:

To achieve the above objectives a cooked mid day meal with nutritional content as shown in column 3 of the table below will be provided to all children studying in classes I – V: -

Nutritional Content	Norm as per NP-NSPE, 2004	Revised Norm as per NP-NSPE, 2006
Calories	300	450
Protein	8-12	12
Micronutrients	Not prescribed	Adequate quantities of micronutrients like iron, folic acid, vitamin-A etc.

Central Government will provide assistance for implementing a mid day meal programme with the above nutritional content for children in classes I – V in:-

- (i) Government, Local Body and Government – aided schools, and
- (ii) EGS and AIE Centres.

Explanation:

1. "Government-aided School" means a school in receipt of regular annual recurring aid from the Central or State Government, or a competent Local Body, and recognized/categorized by it as an "aided school".

2. An "EGS/AIE Centre" means a Centre run by a State Government/UT Administration, Local Body or non-Government agency, and receiving Central assistance in accordance with the EGS/AIE Scheme[#] of the Ministry of HRD. Children studying in Madaras/Maqtabas which fall within the category of a Government-aided school or EGS/AIE Centre as defined above, would also be

#

See "Handbook for Education Guarantee Scheme and Alternative & Innovative Education", Government of India, Ministry of Human Resource Development, 2001.

covered under the Mid-Day Meal Programme.

A tentative costing for a mid day meal with the above-mentioned content, worked out by the sub-committee of NSMC mentioned in para 2.1 in August 2005 is given in **Annexure-4**.

A statement showing nutritional values of 100 grams of wheat, rice & chapattis is given in **Annexure-5**.

2.3 Components and Norms for Central Assistance:

Under NP-NSPE, 2006, Central Government will provide w.e.f 16.6.06 the following assistance to State Governments/UT Administrations:

(i) Supply of free food grains (wheat/rice) @100 grams per child per School Day from the nearest FCI godown;

(ii) Reimburse the actual cost incurred in transportation of food grains from nearest FCI godown to the Primary School subject to the following ceiling:

- (a) Rs.100 per Quintal for 11 special category States viz. Arunachal Pradesh, Assam, Meghalaya, Mizoram, Manipur, Nagaland, Tripura, Sikkim, J&K, Himachal Pradesh and Uttaranchal, and
- (b) Rs.75 per quintal for all other States and UTs.

(iii) Provide assistance for cooking cost at the following rates:-

- (a) States in North-Eastern Region :- @Rs. 1.80 per child per school day, provided the State Govt. contributes a minimum of 20 paise
- (b) For Other States & UTs :- @Rs. 1.50 per child per school day provided the State Govt./UT Admn. Contributes a minimum of 50 paise

State Governments/UT Administrations will be required to provide the above minimum contribution in order to be eligible for the enhanced rate of Central assistance mentioned above.

(iv) Provide assistance for cooked Mid-Day Meal during summer vacations to school children in areas declared by State Governments as "drought-affected".

(v) Provide assistance to construct kitchen-cum-store in a phased manner up to a maximum of Rs. 60,000 per unit. However, as allocations under MDMS for construction of kitchen-cum-store for all schools in next 2-3 years may not be adequate, States would be expected to proactively pursue convergence with other development programmes for this purpose. (Also please see para 2.5 in this regard).

(vi) Provide assistance in a phased manner for provisioning and replacement of kitchen devices at an average cost of Rs. 5,000 per school. States/ UT Administration will have the flexibility to incur expenditure on the items listed below on the basis of the actual requirements of the school (provided that the overall average for the State/ UT Administration remains Rs 5000 per school):

- a. Cooking devices (Stove, Chulha, etc)
- b. Containers for storage of food grains and other ingredients
- c. Utensils for cooking and serving.

(vii) Provide assistance to States/ UTs for Management, Monitoring & Evaluation (MME) at the rate of 1.8% of total assistance on (a) free food grains, (b) transport cost and (c) cooking cost. Another 0.2% of the above amount will be utilized at the Central Government for management, monitoring and evaluation.

2.4 Continuation of Central Assistance at existing rates as an interim measure:

As stated in para 2.3 (iii) State Governments and UT Administrations are required to provide the minimum contribution towards cooking costs equal to 0.50 paise/ 0.20 paise as the case may be. State Governments and UT Administrations shall notify the enhanced contributions. Pending issue of the said notification, States/ UT Administrations may avail Central assistance for cooking costs at the pre-revised rate of Re. 1 per child per school day.

2.5 Convergence with other development programmes:

Though NP-NSPE, 2006 will provide some assistance, *inter alia*, towards infrastructural elements, viz., kitchen-cum-store and kitchen devices, the programme will continue to have to be implemented in close convergence with several other development programmes as detailed below so that all requirements of the Programme are fully met in the shortest possible time frame: -

Sl No	Item	Scheme/ Programme under which funds are available
1	Construction of Kitchen-cum-store	<p>Ministry of Rural Development</p> <ul style="list-style-type: none"> • Sampurna Grameen Rozgar Yojana (SGRY) in rural areas <p>Ministry of Housing and Urban Poverty Alleviation</p> <ul style="list-style-type: none"> • Basic Services for Urban Poor (BSUP), Integrated Housing • Slum Development Programme (IHSDP) for urban areas; • Urban Wage Employment Programme, a component of Swarna Jayanti Shahri Rozgar Yojana (SJSRY) for urban areas outside slums. <p>Ministry of Panchayati Raj</p> <ul style="list-style-type: none"> • Backward Region Grant Fund (BRGF) available as untied funds for 250 districts for gap filling and augmentation <p>Ministry of HRD</p> <ul style="list-style-type: none"> • Sarva Shiksha Abhiyan (SSA) for new school construction
2	Water Supply	<p>Ministry of Rural Development, Department of Drinking Water Supply.</p> <p>Accelerated Rural Water Supply Programme (ARWSP)</p> <ul style="list-style-type: none"> • 'Swajaldhara' <p>Ministry of Panchayati Raj</p> <ul style="list-style-type: none"> • Devolution of block grants to Panchayats on the recommendations of the 12th Finance Commission. • Backward Region Grant Fund (BRGF) available as untied funds for 250 districts for gap filling and augmentation. <p>Ministry of Human Resource Development</p> <ul style="list-style-type: none"> • Sarva Shiksha Abhiyan (SSA) for new school construction

Sl No	Item	Scheme/ Programme under which funds are available
3	Kitchen devices	Ministry of Human Resource Development Funds available under SSA:- <ul style="list-style-type: none"> • From annual school grant of Rs 2000/- per annum per school and • Rs 1000/- per annum for EGS Centres.
4	School Health Programme	Ministry of Health and Family Welfare <ul style="list-style-type: none"> • Necessary intervention, like regular health check-up, supplementation of micro-nutrients, de-worming medicines, etc., can be taken up under the National Rural Health Mission.

2.6 Overall Responsibility

The overall responsibility for providing nutritious, cooked mid day meal to every child in classes I – V in all Government Schools, EGS and AIE Centres will lie with the State Governments and Union Territory Administrations. This will include, inter alia:

- Ensuring adequate budgetary provisions towards assistance for cooking cost and establishing systems for timely flow of funds towards all components of the programme, namely cooking costs, infrastructure, procurement of kitchen devices, etc.
- Formulating State Norms of expenditure under the different components of the scheme, which will be not less than the minimum contribution prescribed under the scheme, as amended from time to time.
- Formulating safety specifications for construction of kitchen-cum-store.
- Establishing systems for continuous and uninterrupted flow of foodgrains to all eligible schools, EGS/ AIE Centres from FCI.
- Ensuring that all logistic and administrative arrangements are made for regular serving of wholesome, cooked mid day meal in every eligible school, EGS/AIE Centre. Similarly, ensuring logistic and administrative arrangements for timely construction of infrastructure and procurement of kitchen devices through funding made available under the scheme and by convergence with other development programmes.

- Formulating guidelines that would promote and facilitate peoples' participation in the programme including criteria for identifying and associating genuine voluntary agencies and civil society organizations.

CHAPTER 3

PROGRAMME MANAGEMENT

A programme of the scale and magnitude of the Mid Day Meal Scheme requires a Management structure which is robust and dynamic. It is imperative that the Management system at various levels is clearly articulated and the roles of the different agencies involved clearly delineated. The programme requires close co-operation and coordination of the various agencies involved in the implementation of Scheme. NP-NSPE, 2006 envisages putting in place the following Management structures at the National, State, District/ Block and Local levels

3.1 National level:

(i)National level Steering cum Monitoring Committee: Vide Notification dated 20.12.04 read with Notification dated 31.12.04, the Department of School Education and Literacy has set up a National Level Steering cum Monitoring Committee (NSMC) to oversee the implementation of the programme. The composition of NSMC is given in **Annexure-6**. The NSMC is mandated to:

- (a) Guide the various implementation agencies,
- (b) Monitor programme implementation, assess its impact, and take corrective steps,
- (c) Take action on reports of independent monitoring/evaluation agencies,
- (d) Effect coordination and convergence among concerned departments, agencies (e.g. FCI), and schemes, and
- (e) Mobilize community support and promoting public-private partnership for the programme.

Under NP-NSPE, 2006, the NSMC will also, in addition, be expected to perform the following functions:

- (f) provide policy advice to Central and State Governments, and
- (g) identify voluntary agencies and other appropriate institutions to undertake training, capacity building, monitoring and evaluation and research connected with the programme at the national level.

(ii)Programme Approval Board: Vide Order dated 9.3.06, the Department of School Education and Literacy has also set up a Programme Approval Board under the chairpersonship of Secretary, School Education and Literacy with membership of nutrition experts and representatives, inter alia, of the Departments of Women and Child Development, Ministry of Rural Development, Ministry of Panchayat Raj, Planning Commission,

Food Corporation of India, etc. The composition of the Programme Approval Board is given in **Annexure-7**. The Programme Approval Board meets at the beginning of each financial year in order to consider and sanction the Annual Work Plan and Budget (AWP&B) submitted by the State Governments and UT Administrations.

(iii) National Mission for Sarva Shiksha Abhiyan (SSA):

The General Council and Executive Council of the National Mission for Sarva Shiksha Abhiyan (SSA) will, in addition to SSA itself, review, from time to time, Mid Day Meal Scheme also.

3.2 State/UT level:

(i) States and UT administrations are also required to set up Steering cum Monitoring Committees at the State, District and Block levels to oversee the implementation of the programme which function, *mutatis mutandis*, similar to those spelt out in para 3.1 for the NSMC. Besides, city level SMCs should also be constituted for all cities having a Municipal Corporation. A suggested composition of Steering-cum-Monitoring Committees at various levels is given at **Annexure-8**. A representative of the Department of School Education and Literacy, Government of India, should be invariably invited to meetings of the State/UT level Steering cum Monitoring Committee.

(ii) Every State Government /UT Administration will designate one of its Departments as the Nodal Department, which will take responsibility for the implementation of the programme. State Governments / UT Administrations may set up Implementation Cell attached to the State Nodal Department to over see the implementation of the programme by using a part of funds under MME.

3.3 State/ UT-specific Norms of Expenditure:

Taking into account the Central assistance available under NP-NSPE, 2006, every State Government/UT Administration will prescribe and notify its own norms of expenditure on the Scheme, based on which it will allocate funds for the implementation of the programme. The norms, thus notified, will be referred to as “State norms”.

The State Norms would spell out inter alia, modalities for ensuring regular and uninterrupted provision of nutritious cooked meal. To ensure uninterrupted supply of cooked food in thousands of primary schools and EGS-AIE Centres scattered across the State is a challenging task. State Governments/UT Administrations will have to develop and circulate detailed guidelines taking into account common obstacles which may come in the way of regular supply of cooked mid-day meal, including for

example:

(i) Delay in flow of monetary assistance from the Centre to the States (e.g. due to late or defective Utilisation Certificates or unspent balances). State Governments will have to make adequate provision for the programme (both for centre and state) in their annual budget, in anticipation of actual flow of Central assistance. It must be understood that Central Assistance as per norms given in para is committed, and will get transferred in due course. However, if for any reason, there is some delay in its actual transfer, that must not be allowed to interrupt actual provision of cooked mid-day meal to children.

(ii) Delay in release of funds sanctioned by the Central Government from the State Finance Department on account of the State's 'ways and means' position. State Nodal Departments will need to ensure that the State Finance Department releases the funds intended for mid day meals expeditiously.

(iii) Delays on account of hierarchical level-wise releases from State to district to taluk/ block to gram Panchayat to School. Wherever possible States/ UT Administrations may consider electronic transfer of funds from State to Village level through banking channels.

(iv) Irregular supply of food grains from FCI godown or interruption in their timely transportation to schools. States will need to ensure that FCI gives priority to the mid-day meal programme. States should also ensure that a minimum of one-month buffer stock of foodgrains and cooking costs is available in each school.

(v) Failure of the local implementation agency to adequately procure and stock up cooking ingredients.

(vi) Absence of cook for any reason, etc.

3.4 Functions of State Nodal Department:

(i) The Department of School Education and Literacy, MHRD will convey the district wise allocation of food grains, cooking costs, construction of kitchen-cum-store, cooking-cum-kitchen devices as approved by the MDM-PAB to the State Nodal Department and the FCI. In addition the Department of School Education and Literacy, MHRD will also convey sanctions relating to MME allocations. The State Nodal Department will convey district-wise allocations for the next financial year to all District Nodal Agencies.

(ii) In States where the function of Primary Education has devolved to Panchayat Raj Institutions, the State Nodal Department will convey the district-wise allocation to the District Panchayats.

The State Nodal Agency will ensure that the District Nodal Agencies have sub-allocated the monthly district allocation to the sub-district level which in turn will further allocate to each school.

3.5 Nodal Responsibility at the District and Block Level:

(i) Every State Government/UT Administration will designate one nodal officer or agency at the district and block level (e.g. the District Collector, District/ Intermediate Panchayat, etc.) who shall be assigned over-all responsibility of effective implementation of the programme at the district/ block level.

(ii) In States which have devolved the function of primary education either by legislation or executive order on Panchayats, the Chief Executive Officer of District Panchayats or the Executive Officer of Block Panchayats will be the Nodal Officer with overall responsibility for effective implementation of the programme at the district level. In such States, the responsibility for implementing the programme within their jurisdiction shall be that of the Panchayats and the Urban Local Bodies concerned which have been assigned the responsibility by the State.

(iii) The District Nodal Agency will ensure that each school is informed of its monthly allocation of food grains and financial sanctions for construction of kitchen-cum-store, cooking costs, kitchen-cum-cooking devices, etc. It shall also identify the Transportation Agency to transport foodgrains from the nearest FCI godown to school. The transportations could be done once in a month.

(iv) The district/ taluk nodal agency will also take responsibility for developing indicative menus using locally available and culturally acceptable food items.

3.6 Management at the Local Level:

(i) In States which have devolved the function of primary education through legislation and/or executive order on Panchayats and Urban Local Bodies, the responsibility of implementation and day to day supervision of the programme shall be assigned to the Gram Panchayat/Municipality. Standing Committees may be constituted by the Gram Panchayats and Municipalities to oversee the implementation of the programmes. Alternatively, already existing Standing Committees, which have been assigned the task of supervising education related issues may be entrusted the task of monitoring, review and taking other necessary steps for the smooth implementation of the scheme. The Gram Panchayat/Municipality may, in turn, assign responsibility of the day-to-day management of the programme at school level to the Village Education Committee/ School Management &

Development Committee or Parent-Teacher Association as the case may be.

The VEC/SMDC/PTA shall be responsible for the programme to the Gram Panchayat/Municipality.

(ii) Responsibility for Cooking/Supply of Cooked Mid-Day Meal

As far as possible, responsibility for cooking/supply of cooked mid-day meal should be assigned to one of the following:-

- (a) Local women's/mothers' Self-Help Group,
 - (b) Local Youth Club affiliated to the Nehru Yuvak Kendras,
 - (c) A voluntary organization fulfilling requirements laid down in para 3.9, and
 - (d) By personnel engaged directly by the VEC/SMDC/PTA/Gram Panchayat/Municipality.
- (iii) In urban areas where a centralized kitchen setup is possible for a cluster of schools, cooking may wherever appropriate, be undertaken in a centralized kitchen and cooked hot meal may then be transported under hygienic conditions through a reliable transport system to various schools. There may be one or more such nodal kitchen(s) in an urban area, depending on the number of clusters which they serve.

3.7 Responsibility of Food Corporation of India (FCI):

It will be the responsibility of the FCI to ensure continuous availability of adequate food grains in its Depots [and in Principal Distribution Centres in the case of North East Region]. It will allow lifting of food grains for any month/quarter upto one month in advance so that supply chain of food grains remains uninterrupted.

For the NP-NSPE, 2006, FCI will issue food grains of best available quality, which will in any case be at least of Fair Average Quality (FAQ). FCI has also appointed a Nodal Officer for each State to take care of various problems in supply of food grains under MDM Programme.

The District Collector/CEO of Zila Panchayat will also ensure that food grains of at least FAQ are issued by FCI after joint inspection by a team consisting of FCI and the nominee of the Collector and/or Chief Executive Officer, District Panchayat, and confirmation by them that the grain conforms to at least FAQ norms.

FCI will keep samples of such food grains supplied by it for future verification and analysis; this will be available in case of any complaints regarding the quality of foodgrains supplied.

3.8 Nodal Agency/Agencies for transportation of food grains:

Transportation of food grains from nearest FCI depot to each Primary School/EGS-AIE Centre is a major logistical responsibility. State Government will be expected to make arrangements in this regard in the following manner: -

- (i) Wherever appropriate, a single Govt./Semi-Government agency with State wide jurisdiction and network, e.g. State Civil Supplies Corporation, may be designated as the State Nodal Transport Agency. This Agency will be responsible for lifting food grains from FCI godowns and delivering them to designated authority at the taluk/block level. State Government will also need to make fool-proof arrangements to ensure that the food grains are carried from the taluk/block level to each school, etc., in a timely manner.
- (ii) Alternatively, District/ Taluks Panchayats may be assigned the responsibility for different districts/ taluks or groups of districts/ taluks in the State.

3.9 Association of Voluntary Organizations in the Programme:

The major groups of activities for which Voluntary Organizations may be associated with the programme are –

- Supply of cooked mid day meal, and
- Provision of resource support to the programme, e.g.
 - Training and capacity building,
 - Monitoring and evaluation, and
 - Research._

3.9.1 Assignment of supply responsibilities to Voluntary Organizations:

Identification of voluntary organizations, which are suitable for being assigned supply responsibility under the NP-NSPE, 2006 for a school or group of schools may be done by the City level SMC for Municipal towns and District level SMC for all other areas. Once a voluntary organization is so identified, the decision to actually award supply work to it for a school or a group of schools may be taken by a body empowered in this behalf by the State Government, e.g. the Gram Panchayat, VEC/ SMC/ PTA, Municipal Committee/ Corporation, etc.

The City or District SMC should keep the following aspects in mind while determining suitability of a voluntary organization for supply of cooked mid day meal:

- (i) The voluntary agencies should not discriminate in any manner on the basis of religion, caste and creed, and should not use the programme for propagation of any religious practice.

(ii)The voluntary agency should be a body that is registered under the Societies Registration Act or the Public Trust Act, and should have been in existence for a minimum period of two years.

(iii)Commitment to undertake supply responsibility on a no-profit basis.

(iv)Financial and logistic capacity to supply the mid day meal on the requisite scale.

(v)Commitment to abide by the parameters of NP-NSPE, 2006 particularly with regard to the prescription of eligible children, nutrition content etc

(vi)Willingness to work with PRIs/ Municipal bodies in accordance with relevant guidelines of the State Government.

(vii)It will furnish to the body assigning the work to it an Annual Report along with audited statement of accounts in terms of all grants received from the State Government, both in cash and kind, duly certified by an approved Chartered Accountant.

(viii)The voluntary organisation shall not entrust/ sub-contract the programme or divert any part of the assistance (food grains/money) to any other organization/agency.

(ix)Commitment to return to the State Government any permanent/ semi permanent assets acquired by the Voluntary Organisation from the grants received under the programme, once the voluntary organisation ceases to undertake the supply work.

(x)All accounts, stock and registers maintained by the voluntary organisation should be open to inspection by officers appointed by the State Government.

(xi)State Governments may prescribe such other conditions, as they may deem appropriate in addition to the conditions stated above.

3.9.2 Engaging Voluntary Organizations for Resource Support:

The State/ UT level SMC may identify voluntary organizations for providing resource support to NP-NSPE, 2006, in the form of training and capacity building programmes, monitoring and evaluation and research studies. Guidelines for this purpose will follow after consideration in the NSMC.

3.10 Information, Education and Communication (IEC) activities connected with the programme:

Though NP-NSPE, 2006 does not envisage central assistance for IEC activities in connection with the programme, it is important that following messages are communicated to parents of the children in the target group, the community at large, and other persons connected with the programme, so as to derive optimal benefit from it:-

- i) It needs to be explained to parents belonging to weaker sections that **School Mid-Day Meal is meant to be in addition to, and not a substitute for**, meals which parents should in any case provide to children at home, or were so providing prior to introduction of cooked Mid-Day Meal programme.
- ii) Importance of balanced and nutritious meals, and how to provide them economically,
- iii) Safety, health and hygiene aspects,
- iv) Community participation/contribution in, and supervision of the MDM programme, and
- v) Good storage, cooking, serving and eating practices.

State Governments/UT Administrations, Panchayati Raj Institutions (PRIs) and Municipal Bodies will be expected to undertake above IEC activities using their regular budget for publicity as also by mobilizing contributions from media groups, philanthropic organizations and the community.

3.11 Activity Mapping:

It is recommended that States / UT Administration initiate an activity mapping exercise in order to ensure that there is no overlapping of functions and responsibilities. The activity mapping exercise is based on the 'Principle of Subsidiarity', which means *'what can best be done at a particular level should be done at that level alone, and not at higher levels'*. For example, if condiments can be procured at the lowest level, namely the school or the village, its procurement should not be centralized at higher levels of administration.

An activity mapping exercise has been attempted below to guide State Governments and UT Administrations to initiate similar exercises. Activity Mapping, while identifying the levels at which different functions are required to be transacted, will have to be accompanied with delegation appropriate administrative and financial powers to the concerned level.

Broad category of function	Specific activity	Activity Mapping							
		MHRD	State Government	Local self-governments				SMC/V EC	SHG, NGO, NYK youth Group, PTA/MTA
				Panchayati Raj Institutions			Urban Local Bodies		
				District level	Intermediate level	Village level			
Policies/ Norms Standards	National norms	■■■■■							
	Standards for nutritional content	■■■■■							
	Preparation of State Norms of expenditure		■■■■■						
	Formulating hygiene and safety specifications		■■■■■						
	Eligibility of Voluntary agencies			■■■			■■■		
	Indicative menus				■■■■■		■■■		
	Design of kitchen cum store				■■■■■		■■■		

Planning and Operations	Formulation of AWP&B		■■■■■						
	Food-grain: Lifting			■■■■■			■■■■■		
	Food-grain: Transportation			■■■■■			■■■■■		
	Other Consumables: Procurement					■■■■■	■■■■■		
	Other consumables: Transportation					■■■	■■■■■		
	Fund Release	■■■■■	■■■■■			■■■■■			
	Menu Planning					■■■■■	■■■■■	■■■■■	■■■■■
	Cooking, serving and ancillary activities					■■■■■	■■■■■	■■■■■	■■■■■
	Information, Education and Communication activities		■■■■■	■■■	■■■■■	■■■■■	■■■■■		

Broad category of function	Specific activity	Activity Mapping							SMC/V EC	SHG, NGO, NYK youth Group, PTA/MTA
		MHRD	State Government	Local self-governments				Urban Local Bodies		
				Panchayati Raj Institutions						
				District level	Intermediate level	Village level				
Asset Creation	Construction of Kitchen cum store									
	Procurement of kitchen devices									
Monitoring and Evaluation	Reporting									
	Quality of MDM served/ Social Audit at local level.									
	Programme and Impact Parameters (Annexure 12)									
	Studies									

CHAPTER 4

QUALITY AND SAFETY ASPECTS

The success of the mid day meal programme revolves around the manner in which it is implemented at the school. Safety and hygiene standards must be set and practiced with rigour. Processes should also be set in place to ensure vibrant community involvement so that the mid day meal programme becomes a peoples' programme, which addresses classroom hunger and also contributes to the overall improvement in teaching learning transaction. Given below are some guidelines for prescription of nutritious mid day meal in an economical manner, observance of safety and hygiene specifications as also regarding community support and health interventions.

4.1 Some suggestions for preparation of nutritious and economical Mid-Day Meal:

The Mid-Day Meal programme does not merely aim to provide a cooked meal, but one satisfying prescribed nutritional norms. At the same time, this has to be done within certain cost norms. Following are some suggestions which would help in achieving the twin-objectives:-

- Foodgrains must be stored in a place away from moisture, in air tight containers/bins to avoid infestation.
- Use whole wheat or broken wheat (dalia) for preparing mid-day meals.
- Rice should preferably be parboiled or unpolished.
- **'Single Dish Meals'** using broken wheat or rice and incorporating some amount of a pulse or soyabeans, a seasonal vegetable/green leafy vegetable, and some amount of edible oil will save both time and fuel besides being nutritious. Broken wheat pulao, leafy khicheri, upma, dal-vegetable bhaat are some examples of single dish meals.
- Cereal pulse combination is necessary to have good quality protein. The cereal pulse ratio could range from 3:1 to 5:1.
- Sprouted pulses have more nutrients and should be incorporated in single dish meals.
- Leafy vegetables when added to any preparation should be thoroughly washed before cutting and should not be subjected to washing after cutting.
- Soaking of rice, dal, bengal gram etc. reduces cooking time. Wash the grains thoroughly and soak in just sufficient amount of water required for cooking.
- Rice water if left after cooking should be mixed with dal if these are cooked separately and should never be thrown away.
- Fermentation improves nutritive value. Preparation of idli, dosa, dhokla etc. may be encouraged.

- Cooking must be done with the lid on to avoid loss of nutrients.
- Over cooking should be avoided.
- Reheating of oil used for frying is harmful and should be avoided.
- Leafy tops of carrots, radish, turnips etc should not be thrown but utilized in preparing mid day meals
- **Only “iodised salt” should be used for cooking mid-day meals.**

4.2 Safety And Hygiene Specifications:

Special attention must be paid to the following:

(i)Kitchen-cum-store is a vital part of the mid day meal scheme. Absence of kitchen-cum-store or inadequate facilities would expose children to food poisoning and other health hazards as well as fire accidents. Kitchen-cum-stores should be separate from classrooms, preferably located at a safe, but accessible distance. They should be well ventilated and designed so that there is a separate storage facility with locks to check pilferage. On no account should kitchen-cum-stores have thatched roofs or other inflammables, like straw, bamboo and synthetic material. A prototype design of kitchen-cum-store for a school with a student strength of about 150, is given in **Annexure-9**.

(ii)Smokeless chulhas should be used to the extent possible.

(iii)Fuel (kerosene/fuel wood/charcoal/LPG) should be stored safely, so that there is no fire hazard.

(iv)To the extent possible firewood should not be used in the interest of environmental protection.

(v)If kerosene/gas is used for cooking, the cooking staff /agency should be specifically trained in safe handling of stoves, gas cylinders, etc.

(vi)All cooks, helpers and other functionaries should also be trained in hygienic habits, for example, regular cutting of nails, washing hands and feet with soap before commencement of cooking/serving, etc

(vi)Kitchen-cum-storage shed must always be kept clean. There should be a raised platform for cooking, adequate light, proper ventilation and arrangement for drainage and waste disposal;

(vii)Ingredients used for cooking, food grains, pulses, vegetables, cooking oil and condiments, should be free from adulteration and pest infestation, and should be used only after proper cleaning and washing;

(viii)Ingredients should be stored in proper containers, which should protect them from moisture, pests, etc.

(ix) Cooking and serving utensils should be properly cleaned and dried every day after use.

4.3 Mid-Day Meal not to adversely affect teaching-learning:

There persists a widely held belief that provision of cooked meals disrupts classroom processes: that teachers spend too much time in supervising the cooking operations to the detriment of academic timetables. This has resulted in a general lack of enthusiasm for the programme in some States. Under NP-NSPE States and UT Administrations can make payment of salary of cooks and helpers from the central assistance provided towards cooking costs. Teachers should, therefore, under no circumstances be assigned responsibilities that will impede or interfere with teaching learning. Teachers should, however, be involved in ensuring that (a) good quality, wholesome food is served to children, and (b) the actual serving and eating is undertaken in a spirit of togetherness, under hygienic conditions, and in an orderly manner so that the entire process is completed in 30-40 minutes. It should however, be ensured that the food prepared is tasted by 2 – 3 adults including at least one teacher before it is served to children.

4.4 Community Support:

School managements should also be encouraged to draw on the support of the community. Gram Panchayats and Village Education Committees may be approached for arranging community members to regularly, on a rotation basis, help the school management in ensuring efficient cooking, serving and cleaning operations. The involvement of teachers and community members in ensuring that children eat together in a spirit of camaraderie and develop sensitivity to their peers with different abilities, by offering them precedence, and instilling values of equality and cooperation would be very valuable support to the implementation of the programme. Support of the community members, including mothers groups, could also be solicited to ensure that children wash their hands with soap before eating, use clean plates and glasses, avoid littering and wastage of food, and clean their plates, rinse their hands and mouth after eating. Advisories issued by Central Government on mobilization of mothers in connection with the programme may be seen at **Annexure-10.**

MDM Scheme also offers wide opportunity of self-employment to poor women who could constitute self-help groups. Such groups can take the responsibility of cooking and serving mid day meal with the over all assistance of the local level implementing agency. Mid Day Meal Scheme can provide the groups the scope for income generating activities such as growing & supplying vegetables, preparing condiments, etc., Mid Day

Meal Scheme could also provide opportunity for involvement of SHGs in the management of the programme, thus ensuring that teaching-learning processes in the classroom are not affected, while SHGs take responsibility for regular the procurement, cooking and distribution process. In the selection priority should be given to SHGs with membership of poor women, and whose children are participating in the MDM programme.

School managements may also be encouraged to seek local support for drawing out varied, but wholesome and nutritious menus.

School Managements should maintain a roster of community members who will be involved in the programme. Community members should be encouraged to their observations on the implementation of the scheme and the School Management should make available a register for regular recording of such observations.

4.5 Other Health Interventions:

NP-NSPE, 2006 should also be complemented with appropriate interventions relating to micronutrient supplementation and de-worming, through administration of (a) six monthly dose for de-worming and Vitamin-A supplementation, (b) weekly Iron and Folic-Acid supplement, Zinc and (c) other appropriate supplementation depending on common deficiencies found in the local area. It may be noted that only iodized/double fortified (iron and iodine) salt should be used for cooking. State Governments are expected to issue detailed guidelines in this behalf.

Technical advice and doses for the above may be obtained by Schools from the nearest Primary Health Centre/Government Hospital, and may be funded from appropriate schemes of the Health Department, or the School Health Programme of the State Government – unless a State Government is able to provide funds for this from its own resources under the Mid-Day Meal Programme itself.

CHAPTER 5

ANNUAL WORK PLAN AND BUDGET, AND FLOW OF CENTRAL ASSISTANCE

5.1 Annual Work Plan and Budget

- (1) Mid Day Meal Scheme assigns importance to the preparation of Annual Work Plan & Budget (AWP&B) by States/UT Administrations based on information maintained at school level and aggregated in Block, District and State level. It envisages a bottom-up approach, rather than a top-down approach to planning. It is necessary that there is documentation of the process of plan preparation to ensure that they have been prepared at the School level through participatory planning processes. The framework for preparation of the Annual Work Plan & Budget is appended at **Annexure-11**.
- (2) The AWP&B framework is designed to provide a comprehensive picture of present scenario in the State as far as implementation of MDMS is concerned. It contains details of Management Structure, Implementation processes, Monitoring systems, sociological break up of target groups infrastructure position, findings of evaluation studies, strategies to tackle problems, community participation, best practices and new initiatives etc.,
- (3) State governments and UT Administrations will prepare a comprehensive AWP&B, *inter alia*, with detailed district-wise information on the following:-
 - (i) Anticipated number of working days for schools, EGS and AIE Centers, i.e. total number of school days minus vacations and other holidays.
 - (ii) District-wise information on the average number of children who have availed of MDM in the previous year based on school level attendance register maintained for MDM and aggregated for the block, district and state level.
 - (iii) District-wise information on enrolment in classes I – V and number of children who are estimated to avail of MDM in the current year.
 - (iv) District wise details of lifting and utilization of food grains allocated in the previous year

- (v) District wise details of allocation and utilization of Central Assistance towards cooking cost in the previous year
 - (vi) District-wise requirement of food grains and central assistance towards cooking costs for the current year
 - (vii) District-wise details for construction of kitchen-cum-store
 - (viii) District-wise details of cooking devices (Gas conversion)
 - (ix) District-wise details of cooking devices (Utensils for cooking and serving)
 - (x) Statement of Expenditure in respect of funds released under MME during previous year
 - (xi) Proposal for utilization of funds under MME with a detailed Action Plan for current year
 - (xii) Statement of Expenditure in respect of Transport subsidy received during the previous year.
- (4) Assistance for Mid-Day Meal in Summer Vacations in Drought-Affected Areas:
- (i) Central Assistance will also be given for a mid-day meal in primary schools during summer vacations in areas which are formally notified by the State Government as 'drought-affected', in accordance with its established procedure and guidelines of Government of India, if any.
 - (ii) Since the notification is valid for a period of one year, the State Government may submit their Action Plan in the framework of Annual Work Plan & Budget itself.
 - (iii) In case notification declaring an area as 'drought-affected' is issued at a time when summer vacation has already commenced or is about to commence, State Govt. should provide mid-day meal in primary schools located in such areas in anticipation of release of Central assistance.

Food grains for implementing the programme in summer vacation should be drawn against the concerned district's annual allocation, which will be suitably augmented by the Ministry in due course to cover the resultant additional requirement of food grains for the year.

- (5) In States where the function of Education has been transferred to Panchayat Raj Institutions, the school plans will be consolidated at the Gram Panchayat, Taluk Panchayat and Zilla Panchayat level.
- (6) The AWP&B presented by the State Governments and UT Administrations will be placed before the Programme Approval Board. Approval will be contingent on the budgetary commitments made by the concerned State Governments and UT Administrations for the State's contribution towards cooking cost. Based on the deliberations and approval accorded by the MDM-PAB, Central Assistance for the following would be sanctioned/ released:
- (i) District wise allocation of quantity of food grains
 - (ii) District wise allocation of cooking assistance
 - (iii) Transport subsidy (based on quantity of food grains allotted to State/UT Administration as a whole)
 - (iv) Funds for Management, Monitoring and Evaluation. (1.8% of item [i] to [iii] above for State/UT Administration as a whole)
 - (v) District wise allocation for Construction of Kitchen-cum-stores
 - (vi) District wise allocation for provision of kitchen devices.
- (7) It will be mandatory for the State Governments and UT Administrations to ensure that their budgetary allocation for MDM Programme (Plan & Non-Plan) is not reduced below the level of BE 2005-06. While seeking Central Assistance States and UTs will be required to give an undertaking that they have not actually reduced their own budgetary allocation for MDM Programme in any year below the level of BE 2005-06.
- (8) It will also be mandatory for State Governments and UT Administrations to ensure that the money saved as a result of enhanced Central assistance is not diverted to purposes other than mid-day meal. Savings, if any, shall be utilized in the following order of preference:
- (i) To provide essential micronutrients and de-worming medicines, and for periodic health check-up.
 - (ii) To provide mid-day meal of a quality better than had been the case so far;
 - (iii) To improve infrastructure in Primary Schools required for Mid-Day Meal (e.g. Kitchen-cum-Store, Drinking Water facilities, Smokeless Chulha/ Gas-based cooking, etc.),

(iv) To improve supervision, monitoring and evaluation.

(9) The following schedule of activities is proposed for timely and efficient release of funds:

SI No	Activity	Time Schedule
1	State Government/ UT Administration to forward AWP&B to Department of School Education and Literacy, MHRD	January/ February each year
2	AWP&B appraisal by Department of School Education and Literacy, MHRD	As received in January/ February each year
3	Placing AWP&B in PAB	March/ April each year
4	Issue of sanctions indicating food-grains allocations and other components of Central Assistance	April each year
5	Release of 1 st installment subject to unspent balances available with the State Government/ UT Administration not exceeding 20% of the previous year's releases.	April/ May each year
6	Release of 2 nd installment based on progress of expenditure incurred out of the first installment released.	September/October each year

(Note: Unspent balance should be worked out after considering balance of stock and cash at all levels i.e. State, District, Block and School)

5.2 Reimbursement to FCI

The information on quantity of foodgrains supplied contained in the bills submitted by the FCI to the MHRD would be forwarded to the State Nodal Department for verification before reimbursements are made. The State Nodal Departments must certify that the figures of quantity of foodgrains submitted by FCI are correct. State Nodal Departments are also required to furnish monthly district-wise information on the lifting of foodgrains in **Form 1** by the 15th of each ensuing month. State Nodal Departments must ensure that there is no discrepancy in the bills submitted by FCI and the monthly district-wise information on the lifting of food-grains furnished in Form 1 in the interest of efficient settlement of FCI's reimbursement claims.

5.3 Release of Transport Subsidy

Reimbursement of Transport subsidy will be made on the basis of the information furnished in **Form 2**, viz., Quarterly Claim for Transport Subsidy. The Quarterly Claim for Transport subsidy must be furnished by

the 15th of the month following the Quarter. MHRD will release transport subsidy to the State Nodal Transport Agency / concerned directly, under intimation to the State Nodal Department.

Transport subsidy for the extra food grains consumed on account of providing mid-day meal during summer vacation will be claimed in the same manner.

5.4 Periodic Returns

The State Nodal Department will furnish progress reports on the Scheme to the Ministry of HRD, as per following details: -

Sl. No.	Title of Return	Due date for receipt in the Ministry	Form
1.	Monthly Report on Off-take of Food grains	15 th of the following month	Form-1
2.	Quarterly claim towards transport subsidy	15 th of the month following the Quarter	Form-2
3.	Quarterly Progress Report (QPR)	Within one month from the end of the Quarter	Form-3

It may be noted that the proforma for the QPR includes, *inter alia*, information regarding coverage of children, progress of provision of infrastructure, and unspent balance of Central assistance at the end of the quarter. Failure to furnish information about unspent balance will affect further release of Central assistance.

5.5 Utilization Certificate

Utilization Certificates (UCs) in respect of Central assistance provided by way of (a) free food grains, (b) foodgrains in drought-affected areas during summer vacations, will be expected to be provided by the State Nodal Department to the MHRD for each financial year as on 31st March of the previous year in respect of the food grains lifted. This Utilisation Certificate will be required to be furnished by the 30th of June in **Form 4** of the following financial year.

CHAPTER 6

MONITORING AND EVALUATION

6.1 Management Information System:

(i) Under NP-NSPE, 2004, maintenance of Accounts and generation of Reports was generally being done manually, which is time consuming, error-prone and labour-intensive. It is difficult to generate analytical reports using such manual systems. Hence, urgent need of the hour is a sound system of accounting procedure and reporting as well as a computer based MIS for MDMS, which is robust and reliable. The Department of School Education and Literacy is in the process of developing a Web enabled MIS that would ensure:

- (a) Effective and de-centralized planning process based on relevant and useful data
- (b) Smooth and timely flow of food grains and cooking assistance
- (c) Prompt information about food grain / fund utilization
- (d) Better Inventory control
- (e) Timely and automatic report generation
- (f) Transparency & wider dissemination of information on implementation of MDMS.

(ii) In the interim, States may proceed with processes for:

- Review of their present accounting procedures & practices and reporting systems after carrying out the exercise of business re-engineering, if necessary, with a view to evolve a simple but effective system to ensure timely delivery.
- Evolve comprehensive and easy-to-follow formats to maintain daily attendance register recording children availing MDM, stock books for food grains & other cooking items, cash book for cooking cost etc., at school level and consolidate this information at Block and District levels.
- Identify and specify personnel to maintain the above documents with a view to ensure responsibility and accountability. Establish MIS cell with computers with Internet

facility and position MIS co-coordinators/data entry operators to maintain accounts and generate reports at district level.

- Co-ordinate with District NIC center for the purpose of building up of e-net work for effective monitoring of implementation of MDM Scheme.

6.2 Regular Monitoring of Programme Implementation and its Impact:

The Mid-Day Meal Programme would need to be monitored to assess: -

- (i) Programme parameters, namely the manner in which the programme is being implemented in terms of all children regularly getting a meal of satisfactory quality, and
- (ii) Impact parameters, namely the effect, if any, on improving children's nutritional status, regularity of attendance, and retention in and completion of Primary Education.

Monitoring of programme and impact parameters may be seen in **Annexure-12**.

Further guidelines and modalities in regard to the above should be developed by State Government/State-level SMCs. State Government will be expected to fix monthly targets for inspection of mid-day meal served in Schools/EGS-AIE Centres in respect of officers of District, Sub-Divisional, Tehsil/Taluka, block and other suitable levels belonging to Departments, including Rural Development/Urban Administration, School Education, Women & Child Development, Health & Family Welfare, Food & Civil Supplies, etc. On an average 25% of the Primary Schools and EGS/AIE Centres should be visited in every quarter, and all Primary Schools and EGS/AIE Centres should be visited at least once every year.

States may evolve suitable formats for Questionnaire (Data capture form) to be filled by the Officials during field visits. It should be simple and able to capture all vital parameters required for effective monitoring of implementation of programme in field level. As far as possible, field visits should be unannounced. Field visits should not be superficial ones. It should be used for critical observation and interviewing broad range of individuals. Data capture forms should have provisions to obtain feed back from Head Master/cooks/organizers/children who take mid day meals and their parents/children from disadvantaged sections/community leaders/PRIs etc., Inspection reports are very important part of monitoring documentation and they should be analyzed in depth and linked with previous reports on the same centers. Findings of the reports should be

documented and reported in SMC meetings of all levels. Suitable remedial /corrective measures should be initiated without any delay. School authorities may provide necessary facilities to the stake-holder parents/general public who approach school on any such field visits and make available such materials/documents for their perusal without disturbing teaching or cooking/serving MDM.

A list of institutions currently undertaking monitoring of Sarva Shiksha Abhiyan, which have also been entrusted the task of monitoring MDM Scheme, is given at **Annexure-13**. The services of the same institutions may be utilized for undertaking evaluation of MDM Programme.

6.3 Display of Information under Right to Information Act:

At the school level, the following information should be displayed on a weekly/monthly basis as suo moto information under the Right to Information Act.

- (i)Quantity of food grains received, date of receipt.
- (ii)Quantity of food grains utilized
- (iii)Other ingredients purchased, utilized
- (iv)Number of children given mid day meal.
- (v)Daily Menu
- (vi)Roster of Community Members involved in the programme

In addition to above, the States and UTs shall also develop dedicated mechanism for public grievance redressal, which should be widely publicized and made easily accessible (like toll free call facility etc.).

6.4 Management, Monitoring & Evaluation (MME):

As stated earlier in the guidelines, 2% of cost of food grains, transportation cost and cooking cost is available for Management, Monitoring and Evaluation. This amount will be allocated to Central Government and States/UTs in the following proportion: -

- (i)Central Government - 0.2%
- (ii)States/UTs - 1.8%

The items of expenditure from funds allocated under MME each year are listed below:

Major Nutritional Deficiencies among Children of Elementary School-going Age Group

Major nutritional deficiencies affecting young children in India are –

- (1) Protein-Energy malnutrition,
- (2) Iron Deficiency Anaemia,
- (3) Vitamin A Deficiency, and
- (4) Iodine Deficiency Disorders (IDD).

Protein Energy Malnutrition among school age children assessed through weight deficit for age is the most sensitive indicator of their nutritional status. Percentage of under-weight children of elementary school-going age (6-13 years), as per Gomez (weight for age) classification, is as under:

Age	Under-nutrition /under-weight Children		
	Mild	Moderate	Severe
6-9 years	31.9	54.0	8.6
10-13 years	18.2	47.8	30.1

Source: NNMB, NIN & ICMR, 2002

Nutritional anaemia due to iron and folic acid deficiency is widely prevalent among young children and adolescents. 67.5% children under five years and 69% adolescent girls suffer from anaemia (NNMB 2003). Percentage prevalence of anaemia in school age children (6-14 years) as per studies conducted during 1981 to 1996 ranges from 14% to 96%, as under:

Sl. No.	Location	Percentage of anaemic children (with Hb < 12g/dl)
1.	Baroda	91
2.	Kolkata	96
3.	Hyderabad	60
4.	Chennai	14
5.	New Delhi	67
6.	Varanasi	68

Source: Task Force Report on Micronutrients, 1996, D/WCD, GOI.

Vitamin A deficiency affecting growing children is also a public health problem in the country. Vitamin A is important for promoting growth of the child, and building immunity and resistance to diseases. Prevalence of Vitamin A deficiency contributes to diarrhoeal diseases, respiratory infections, measles,

etc.

Iodine deficiency during childhood, the period of maximum growth, can result in loss of I.Q. points and poor physical and mental growth and development. Although, on an average, prevalence of total goitre among 6-12 year old children is about 4%, it is 12.2% in Maharashtra and 9% in West Bengal which is much above the WHO cut off level of 5.0%. No State in the country is free from Iodine Deficiency Disorders (IDD). 260 districts out of 321 districts surveyed have more than 10% prevalence of IDD.

High levels of malnutrition particularly among growing children are directly and indirectly associated with high morbidity and mortality. Iron deficiency in school-going children affects their learning ability and concentration power. Even mild deficiencies of micronutrients (vitamin A, iron, folic acid, zinc etc.) affect their growth, development and immunity. Malnourished children tend to have lower I.Q. and impaired cognitive ability which affects their school performance and productivity in later life.

Evaluation Studies conducted during 2005 by Independent Agencies

1. “Cooked Mid Day Meal Programme in West Bengal – A study in Birbhum District”: 2005; Study by Prof. Amartya Sen’s Pratichi Trust

- (i) Mid-day Meal has made positive intervention in universalisation of Primary Education by increasing enrollment, attendance of the children. The increase has been more marked with respect to girls, and SC & ST students.
- (ii) It is a positive intervention in eliminating classroom hunger.
- (iii) Cooked Mid Day Meal has averted severe under-nourishment among many children, particularly those who are socially and economically backward.
- (iv) It has narrowed social distances.
- (v) It has curbed teacher absenteeism.

2. “Situation Analysis of Mid Day Meal programme in Rajasthan”; University of Rajasthan and UNICEF; Prof. Beena Mathur, et al; 2005

- (i) Introduction of menu based mid-day meal has positively impacted enrollment and daily attendance of children.

- (a) 75% teachers said that mid-day meal has boosted enrollment.

- (b) 85% teachers said that mid-day meal has enhanced school attendance.

- (ii) Cooked Mid Day meal has reduced classroom hunger especially those belonging to underprivileged sections.

- (iii) Cooked mid day meal has also contributed to the cause of social equity as children, cutting across caste and class lines sit together to share a common meal.

- (iv) Mid Day Meal have contributed to the cause of gender equity by providing employment opportunity to women and also by liberating of poor working mothers as they can leave early for work.

- (v) 67% of the parents interviewed, felt that the quality of mid day meal is satisfactory.

- (vi) 85% parents felt that the scheme should continue.

3. “Mid- Day Meal in Madhya Pradesh”; Samaj Pragati Sahyog; Jyotsna Jain and Mihir Shah :2005

The survey was carried out in 70 most backward villages of Madhya Pradesh, the main findings are:

- (i) 90% of the teachers and cooks said that the meal is provided regularly.

- (ii) 96% of the parents felt that the scheme should continue. They also felt that it had ended classroom hunger.

(iii) 63% of the parents felt that meal has positively affected the learning abilities of school children and 74% of the teachers said that it has positively affected the students.

(iv) Overall there was a 15% increase in enrollment. Moreover the increase was marked in the case of SC and ST children (43%). The rise in the enrollment of girls was 38%, out of this the increase in enrollment of SC and ST girls was 41%.

(v) While 60% of the parents felt that the meal was good or very good, only 10% felt that the meal was not satisfactory. However there were inter-regional variations. In Tikamgarh, 45% of the parents felt that meal was bad.

(vi) The report also points out that there is huge improvement in the quality of meal.

4. "An Assessment of Programme Implementation and its impact in Udaipur District"; Julia Blue; Seva Mandir: 2005

The report assessed the impact of mid day meal on tribal communities and subsistence farmers in rural Udaipur with following results:

(i) Cooked mid day meal had become a permanent part of the daily routine of rural primary schools in Udaipur.

(ii) There were efforts in introducing variety of menus.

(iii) Meals were helping nutritional needs of poor children.

(iv) Enrolment and attendance had increased.

5. "Mid Day Meals: A Comparison of the Financial and Institutional Organization of the Programme in Two States"; Farzana Afridi ; EPW April 2005.

The focus of the report is on institutional and financial organization of the scheme in Karnataka and Madhya Pradesh.

In the context of Madhya Pradesh, the report argues that:

(i) The implementation of the programme is improving, but there is a lot that needs to be done, especially regarding quality of food.

(ii) The new initiative of 'Suruchi Bhojan' is more attractive and nutritious as it provides higher calories in comparison with the earlier 'Daliya' Programme.

(iii) Parents are more satisfied with 'Suruchi Bhojan' programme (80%) as compared to Daliya programme (60%). Only 30% preferred distribution of dry ration to the Suruchi Bhojan programme.

(iv) Parent Teaches Associations needed to be strengthened.

In the context of Karnataka, the report argues that:

(i) Akshar Dasoha, the Mid-Day Meal Programme has been more planned & better managed.

(ii) Iron folic tablets as well as deworming tablets have been regularly provided

(iii) Good community participation and School Development & Managing Committees are functioning well.

(iv) Meals are provided regularly and quality of meals are satisfactory.

6. "Mid Day Meal Scheme in Delhi- A Functioning programme". Anuradha De, Claire Noronha and Meera Samson; CORD.; 2005

In a survey of 12 MCD schools undertaken in Delhi, the survey found out that:

- (i) School children in all the schools are getting cooked food.
- (ii) 53% of the parents said they were happy with the quality of meal.
- (iii) Impact on attendance likely to be more on girls who come without breakfast.
- (iv) Availability of drinking water is a problem and some children leave the school to drink water at home and do not return back.
- (v) There is a need to orient teachers about mid day meal as they are instrumental in bringing discipline, order and also inculcate good habits among children.
- (vi) There is an urgent need to disseminate information about Mid- Day meal among parents, especially its nutritional value and the ill effects of poor nutrition and health status.

7. "Report on Akshara Dasoha Scheme of Karnataka" ; Dr Rama Naik; University of Dharwad; 2005

- (i) Sharp rise in enrollment particularly in the rural areas.
- (ii) The programme has made positive impact on teacher absenteeism. 64% of school felt that there has been a reduction.
- (iii) Mid day meal is served regularly.
- (iv) Schools supplied de-worming tablets and vitamins and iron tablets.
- (v) No discrimination was found with respect to serving and eating food on the basis of caste etc.
- (vi) 72% of the parents felt that their children had gained weight because of Mid-Day Meal.
- (vii) 59% of the parents felt that their children suffered less from common ailments like cold and cough.
- (viii) More than 90% of parents were satisfied with the scheme.
- (ix) 95.5% of the children felt that the food was tasty and 90% said that drinking water was available.
- (x) 95% of the children felt that their concentration had improved.

8. "National Council of Educational Research & Training":

National Council of Educational Research & Training's latest Report (2005) - Learning Achievement of Students at the End of Class-V - inferred that children covered under MDM Programme have higher achievement level than those who were not covered under it. It further stated that MDM is a better managed programme than many other schemes.

Champak Chatterji
Secretary (EE&L)

D.O. No. 1(9)/2006/Desk(MDM)

Dated: 6.7.06

Dear

As you are aware the Mid-day Meal Scheme was last revised in September, 2004 under which in addition to free foodgrains and transport subsidy, following three new components were added:

- (i) Central assistance to meet cooking cost @ Re.1/- per child per school day,
- (ii) Assistance for Management, Monitoring and Evaluation activities, and
- (iii) Assistance for implementing the Programme during summer vacations in drought-affected areas as notified by the States.

2. Many States had posed difficulties being faced by them in providing good quality mid-day meal to children with the existing Central assistance for cooking cost as also meeting the gaps of infrastructural requirements, particularly of kitchen sheds. The matter was considered by the Central Government, and I am happy to inform you that it has now been decided to augment Central assistance under the Programme as follows:

- (i) Enhancement of cooking cost norm from existing Re.1/- to Rs.1.50 per child per school day subject to mandatory contribution of minimum Re. 0.50 by States and UTs making overall cost norm of Rs.2/-. For the States of North Eastern Region, the Central assistance would be Rs. 1.80 per child per school day with a mandatory contribution of 20 paise by them.

It has been also decided to raise the nutritional norm from the existing 300 calories and 8-12 grams of protein to minimum 450 calories and 12 grams of protein.

- (ii) Assistance to construct kitchen-cum-store, in a phased manner, utilizing the funds of the Scheme itself where convergence with other programmes as stated in the Guidelines of MDM Scheme, issued in December, 2004, is not feasible.

It is relevant to mention that construction of kitchen shed is a permissible item in all new primary schools sanctioned under Sarva Shiksha Abhiyan, as part of the school design and

included in the unit costing of the new school building.

- (iii) Assistance for cooking/kitchen devices [gas stove with connection, stainless steel water storage tanks, cooking and serving utensils, etc.], in a phased manner, @ Rs.5,000/- per school.

3. Detailed guidelines of the revised Mid-day Meal Scheme, 2006, will be issued in the next few weeks. In the meanwhile, I would urge you to kindly take following immediate actions:-

- (i) Issue revised cost norms as well as the nutritional norms of mid-day meal and also provide necessary funds in your State budget. Pending this enhancement, existing level of Central assistance towards cooking cost would, however, be maintained till States contribute their respective share.

A copy of the revised norm be immediately furnished to us.

- (ii) Review at your level, the requirement of kitchen-cum-store and cooking/kitchen devices, vis-à-vis the one which could be provided through convergence. In case convergence with other Centrally assisted/States' own programmes is not possible, you may like to pass instructions to your State Nodal Department to send its demands requesting for Central assistance from the programme funds itself, justifying that convergence is either not possible or it is inadequate.

4. I may be apprised of the action taken by you in the above matter.

With regards,

Yours sincerely,

Sd/-
(Champak Chatterji)

Encl: As above.

1. Chief Secretaries of all States and UTs of Delhi, Pondicherry and A&N Islands.
2. Administrators of UTs of Dadra & Nagar Haveli, Daman and Diu and Lakshadweep.
3. Adviser to the Administrator of UT of Chandigarh.

MOST IMMEDIATE

No. F. 1(9)/2006-Desk (MDM)
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy
Mid-Day Meal Division

Shastri Bhavan, New Delhi.
Dated: 8.8.2006

To

The Secretary/Principal Secretary of all States/UTs in charge of Mid-Day Meal Scheme

Subject: - Date of the implementation of the Revised Mid-Day Meal Scheme

Sir/Madam,

I am directed to invite a reference to the D.O. letter of even no. dated 6.7.06 of Secretary (School Education & Literacy) addressed to the Chief Secretary of your State/UT regarding revision of the Mid-Day Meal Scheme in June, 2006 (copy enclosed). **The date of implementation of the revised scheme is 16.6.06 and your State/UT shall be eligible to receive Central assistance at revised rates w.e.f this date.**

2. You are requested to take following immediate action: -

- (i) Inform the date from which the revised cost norm as well as nutritional norm of mid-day meal has been made effective in your State/UT, and
- (ii) The information as sought in the above D.O letter of the Secretary regarding augmentation of State/UT budget provision, requirement of kitchen sheds etc. in 2006-07.

The above information may please be furnished **by return fax at 011-23386153.**

3. This issues with the approval of Secretary (SE&L).

Yours faithfully,

Sd/-
(P.K. Mohanty)
Dy. Educational Advisor
Tel# 23383432
Fax# 23386153

Encl: As above.

Tentative Costing of a Mid-Day Meal worked out in August, 2005

Food Item	Quantity in grams	Cost of Qty. Recommended (in Rs.)	Calories	Protein content in grams
Foodgrains (Wheat/Rice)	100	Supplied free	340	8
Pulses	20	0.50	70	5
Vegetables (incl. leafy)	50	0.50	25	0
Oil & Fat	5	0.25	45	0
Salt & Condiments	--	0.10	--	--
Fuel	--	0.20	--	--
Labour & other administrative charge	--	0.40	--	--
Total	--	1.95	480	13
		Minimum Rs. 2	Minimum 450	Minimum 12

Nutritive value of 100 gms. of Wheat, Rice & Chapatis

Sl. No.	Name of foodstuff	Energy (Calories)	Protein (gm)	Fat (gm)	Carbohydrates (gm)
1.	Wheat (whole)	346	11.8	1.5	71.2
2.	Wheat flour (whole)	341	12.1	1.7	69.4
3	Wheat chapatis	267	8.0	0.67	53.4
4.	Rice raw (milled)	345	6.8	0.5	78.2
5.	Rice parboiled (milled)	346	6.4	0.4	79.0

Source: "Nutritive Value of Indian Foods", National Institute of Nutrition (1978).

No. F. 5-29/2004-EE.5-MDM
Government of India
Ministry of Human Resource Development
Department of Elementary Education & Literacy
Mid-Day Meal Division

Shastri Bhavan, New Delhi.
December 20, 2004.

Notification

Para 3.5.7 of the Guidelines of the National Programme of Nutritional Support to Primary Education, 2004, (NP-NSPE, 2004), envisage setting up of Steering-cum-Monitoring Committees (SMCs) at four levels viz. National, State, District and Block, to oversee management and monitoring of the programme.

2. In pursuance of the above, a National level Steering-cum-Monitoring Committee (NSMC) is hereby constituted for the above Programme as follows:-

- | | |
|--|--------------------|
| 1. Secretary,
Government of India,
Ministry of Human Resource Development,
Department of Elementary Education & Literacy | Chairperson |
| 2. Financial Advisor, MoHRD | Member |
| 3. Principal Advisor/Advisor (Education), Planning Commission | -do- |
| 4. Director, NCERT, or his nominee | -do- |
| 5. Director, NIEPA, or his nominee | -do- |
| 6. Managing Director, Food Corporation of India, or his nominee | -do- |
| 7. Representatives [not below the rank of Joint Secretary] of the following Ministries / Departments (to be nominated by the Secretaries concerned):- | |
| i) Ministry of Health & Family Welfare | Member |
| ii) Ministry of Consumer Affairs, Food and PD, (Department of Food and Public Distribution) | -do- |
| iii) Department of Women & Child Development | -do- |
| iv) Department of Rural Development | -do- |

- v) Min. of Urban Development and Poverty Alleviation (Department of Urban Employment & Poverty Alleviation) -do-
- vi) Ministry of Youth Affairs & Sports -do-

8. Thirteen members to be nominated by the Chairperson:

- i) Two experts in the area of Nutrition -do-
- ii) Four persons, of whom at least two shall be women, with significant contribution/achievements in the area of Nutrition, Child Welfare, Community/Women's Mobilization, School Education, Child Health, School Mid-Day Meal -do-
- iii) Representatives of five State Governments (One from each region) -do-
- iv) Two Primary School Teachers with a distinguished record of service [of whom at least one shall be a woman] -do-

- 9. Joint Secretary in-charge of NP-NSPE in the Department of Elementary Education & Literacy **Member – Secretary**

3. Term of members nominated under Category 8 above will be two years or till nomination of their successors, whichever is later.

4. NSMC will perform the following functions:-

- (i) Guiding various implementation agencies,
- (ii) Monitoring programme implementation, assessing its impact, and taking corrective steps,
- (iii) Taking action on reports of independent monitoring/evaluation agencies,
- (iv) Effecting coordination and convergence among concerned Departments, agencies (e.g. FCI), and schemes, and
- (v) Mobilizing community support and promoting public-private partnership for the programme.

5. NSMC will meet at least once every six months.

6. Secretariat support to NSMC will be provided by the Elementary Education Bureau of the Department of Elementary Education & Literacy.

Sd/-
(P.K. Mohanty)
Dy. Educational Advisor

Copy:

1. Private Secretary to Minister of Human Resource Development
2. Private Secretary to Minister of State in the Ministry of Human Resource Development
3. Sr. Principal Private Secretary to Secretary, Department of Elementary Education & Literacy
4. Sr. Principal Private Secretary to Secretary, Department of Secondary & Higher Education
5. Financial Adviser, MoHRD
6. Principal Adviser (Education), Planning Commission
7. Director, NIEPA
8. Director, NCERT
9. Managing Director, Food Corporation of India
10. Secretary, Ministry of Health & Family Welfare
11. Secretary, Department of Food and Public Distribution, Ministry of consumer Affairs, Food and PD
12. Secretary, Department of W&CD
13. Secretary, Department of Urban Development & Poverty Alleviation
14. Secretary, Department of Rural Development
15. Secretary, Ministry of Youth Affairs & Sports
16. Principal Secretary / Secretary of the Nodal Department for NP-NSPE in all State Governments / UT Administrations, for information, in continuation of D.O. letter No. 1(2)/2004-Desk(MDM) dated 3.12.04 from Secretary, Department of Elementary Education & Literacy, addressed to their Chief Secretary.

Steering-cum-Monitoring Committees at State, District & Block levels may please be similarly constituted as envisaged in para 3.5.7 of the Guidelines, as also activated, on top priority, under intimation to this Department.

17. All State Project Directors of Sarva Shiksha Abhiyan.
18. Director of Primary/Elementary Education of all States/UTs.
19. All Joint Secretaries in the Department of Elementary Education & Literacy.
20. Joint Secretary, School Education, Department of Secondary & Higher Education.
21. All Divisional Heads of Department of Elementary Education & Literacy.
22. Manager, Government of India Press, Faridabad.

Sd/-
(P.K. Mohanty)

No. F. 5-29/2004-EE.5-MDM
Government of India
Ministry of Human Resource Development
Department of Elementary Education & Literacy
Mid-Day Meal Division

Shastri Bhavan, New Delhi.
December 31, 2004.

Notification

In pursuance of para 3.5.7 of the Guidelines of the National Programme of Nutritional Support to Primary Education, 2004, (NP-NSPE, 2004), a National level Steering-com-Monitoring Committee (NSMC) has been constituted vide Department's Notification of even no. dated December 20, 2004.

2. In terms of Item-8 of para 2 of the said Notification, Secretary, Department of Elementary Education & Literacy, as Chairperson of the NSMC is pleased to nominate the following thirteen members on the above Committee:-

- | | | |
|------|---|--|
| i) | Two experts in the area of Nutrition: | (1) Director, National Institute of Nutrition, Hyderabad, or his representative.
(2) Dr. Prema Ramachandran, Director, Nutrition Foundation of India, New Delhi. |
| ii) | Four persons, of whom at least two shall be women, with significant contribution/achievements in the area of Nutrition, Child Welfare, Community/Women's Mobilization, School Education, Child Health, School Mid-Day Meal: | (1) Dr. Tara Gopaldas, Director, Tara Constancy Services, Bangalore.
(2) Dr. Alok Mukhopadhyay, CEO, Voluntary Health Association of India, New Delhi.
(3) Ms. Leena Joseph, Naandi Foundation, Hyderabad.
(4) Dr. Ilina Sen, "RUPANTAR", Raipur. |
| iii) | Representatives of five State Governments (One from each | Ppl. Secretary/Secretary of the State Nodal Department for NP-NSPE in the |

region):

following States: -

1. Rajasthan.
2. Madhya Pradesh
3. Karnataka
4. Bihar
5. Assam

iv) Two Primary School Teachers with a distinguished record of service [of whom at least one shall be a woman]:

- (1) Smt. Sukanti Kumari Mohanty, Assistant Teacher, Gopal Jee UGUP School, Paradip, At Nuabazar, P.O. Paradip, Distt. Jagatsinghpur-754145, Orissa.
- (2) Smt. Kamlesh Rawat, Head Mistress, Primary School, Narain Gaon (Saklana), Jaunpur, Distt. Tehri-Garhwal, Uttaranchal.

3. Terms of the above members will be two years or nomination of their successors, whichever is later.

Sd/-
(P.K. Mohanty)
Dy. Educational Advisor

Copy:

1. Private Secretary to Minister of Human Resource Development
2. Private Secretary to Minister of State in the Ministry of Human Resource Development
3. Sr. Principal Private Secretary to Secretary, Department of Elementary Education & Literacy
4. Sr. Principal Private Secretary to Secretary, Department of Secondary & Higher Education

For information of members nominated vide Notification of even number dated 20.12.04, with request to attend the NSMC meetings.

5. Director, National Institute of Nutrition, Tarnaka, Jamai-Osmania Post, Hyderabad-500 007.

6. Dr. Prema Ramachandran, Director, National Nutritional Foundation of India, C-13, Qutab Institutional Area, New Delhi-110016.

7. Dr. Tara Gopaldas, Director, Tara Consultancy Services, Saraswati, 124/B, Varthur Road, Ngavarapalyr, Bangalore-5600093.

8. Dr. Alok Mukhopadhyay, CEO, Voluntary Health Association of India (VHAI) 40, Qutub Institutional Area, New Delhi-110016.

9. Ms. Leena Joseph, Naandi Foundation, 502, Trendset Towers, Road No. 2,

Banjara Hills, Hyderabad-500034.

10.Dr. Iina Sen, "Rupantar", A-26, Housing Board Complex, Surya Apartments, Katora Talav, Raipur-492001. Chhattisgarh.

11.Principal Secretary, Panchayati Raj Department, Government of Rajasthan, Secretariat, Jaipur-302005.

12.Principal Secretary, Department of Panchayat & Rural Development, Govt. of Madhya Pradesh, 2nd Flr., Vindhyachal Bhavan, Bhopal-462011.

13.Secretary, Primary & Secondary Educationn Department, jGovt. Of Karnataka, M.S. Building, 5th Floor, 2nd Stage, Bangalore-560001.

14.Secretary, Primary & Adult Education Department, Government of Bihar, New Secretariat, Patna-800 015.

15.Secretary, Department of Education, Government of Assam, Sachivalaya, Capital Complex, Dispur, P.O. Guwahati-701006.

16.Smt. Sukanti Kumari Mohanty, Assistant Teacher, Gopal Jee UGUP School, Paradip, At Nuabazar, P.O. Paradip, Distt. Jagatsinghpur-754145, Orissa.

17.Smt. Kamlesh Rawat, Head Mistress, Primary School, Narain Gaon (Saklana), Jaunpur, Distt. Tehri-Garhwal, Uttaranchal.

For information and with request to all the nominated teachers to attend the NSMC meetings.

18.Secretary, Department of Women & Child Development, Government of Orissa, Sachivalaya, Bhubaneswar-751001.

19.Additional Chief Secretary (Education), Govt. of Uttaranchal, Sachivalaya, Dehradun-248 001.

For information

20.Financial Adviser, MoHRD

21.Principal Adviser (Education), Planning Commission

22.Director, NIEPA, New Delhi

23.Director, NCERT, New Delhi

24.Chairman & Managing Director, Food Corporation of India

25.Secretary, Ministry of Health & Family Welfare.

26.Secretary, Department of Food and Public Distribution, Ministry of Consumer Affairs, Food and PD

27.Secretary, Department of W&CD

28.Secretary, Ministry of Urban Employment & Poverty Alleviation

29.Secretary, Department of Rural Development

30.Secretary, Ministry of Youth Affairs & Sports

31.Principal Secretary / Secretary of the Nodal Department for NP-NSPE in all State Governments / UT Administrations, except Assam, Bihar, Karnataka, Madhya Pradesh, Rajasthan, Orissa & Uttaranchal

32.All State Project Directors of Sarva Shiksha Abhiyan

33.Director of Primary/Elementary Education of all States/UTs

34.All Joint Secretaries in the Department of Elementary Education & Literacy

35. Joint Secretary, School Education, Department of Secondary & Higher Education
36. All Divisional Heads of Department of Elementary Education & Literacy
37. Manager, Government of India Press, Faridabad.

Sd/-
(P.K. Mohanty)

Annexure-7
[Ref: Para 3.1]

No. F. 5-1/2006-Desk(MDM)
Govt. of India
Ministry of Human Resource Development
Department of Elementary Education & Literacy
Mid-Day Meal Division

Shastri Bhawan, New Delhi
9th March, 2006.

ORDER

With the approval of the competent authority it has been decided to constitute a Programme Approval Board for Mid-Day Meal Scheme (MDM-PAB) to examine the Annual Work Plan of programme implementation of each State/UT before releasing Central assistance. Each State Government's Department incharge of Mid-Day Meal Scheme shall furnish all essential/relevant information in the Annual Work Plan (district-wise) including new initiatives/innovations/good practices, and the same shall be considered by the MDM-PAB at the commencement of each financial year for approval.

As Central Assistance under MDM Scheme is being released biannually in two instalments, the progress of implementation would also be appraised by the MDM-PAB before releasing the IInd instalment.

2. In pursuance of the above, the MDM-PAB shall comprise of the following persons: -

1.	Secretary to Govt. of India, Ministry of Human Resource Development, Department of Elementary Education & Literacy	Chairperson
2.	Director, NIEPA, or his representative	Member
3.	Director, NCERT, or his representative	Member
4.	Joint Secretary, Elementary Education-II, Department of Elementary Education & Literacy	Member
5.	Joint Secretary, Elementary Education-I, Department of Elementary Education & Literacy	Member
6.	Joint Secretary, Adult Education, Department of Elementary Education & Literacy	Member
7.	Joint Secretary, Planning, Department of Secondary & Higher Education	Member
8.	Financial Advisor, HRD	Member
9.	Advisor (Education), Planning Commission or his representative	Member
10.	Joint Secretary, Women & Child Development Department	Member
11.	Joint Secretary, Department of Food & Public Distribution	Member
12.	Joint Secretary, Ministry of Rural Development, Incharge of SGRY	Member
13.	Joint Secretary, Ministry of Development of North-Eastern States	Member

14.	Dr. (Mrs.) Shashi Prabha Gupta, Technical Advisor, Food & Nutrition Board, Department of WCD, New Delhi.	Member
15.	Dr. (Mrs.) Prema Ramachandran, Director, Nutrition Foundation of India, New Delhi.	Member
15.	Two other experts of NSMC in rotation.	Member
16.	Director/ Dy. Secretary/ Dy. Ednl. Adviser incharge	Member Secretary

3. The non-official members shall be reimbursed TA/DA as per Central Govt. rules.

Sd/-
(P.K. Mohanty)
Dy. Educational Advisor

Copy:

1. Private Secretary to Minister of Human Resource Development
2. Private Secretary to Minister of State in the Ministry of Human Resource Development
3. Sr. Principal Private Secretary to Secretary, Department of Elementary Education & Literacy
4. Sr. Principal Private Secretary to Secretary, Department of Secondary & Higher Education
5. Financial Adviser, MoHRD
6. Adviser (Education), Planning Commission
7. Director, NIEPA, Sri Aurobindo Marg, New Delhi-110 016.
8. Director, NCERT, Sri Aurobindo Marg, New Delhi-110 016.
9. Joint Secretary (Elementary Education-II), Department of Elementary Education & Literacy
10. Joint Secretary, Adult Education, Department of Elementary Education & Literacy
11. Joint Secretary, Planning, Department of Secondary & Higher Education
12. Joint Secretary, Women & Child Development Department
13. Joint Secretary, Department of Food & Public Distribution
14. Joint Secretary, Ministry of Rural Development, Incharge of SGRY
15. Joint Secretary, Ministry of Development of North-Eastern States
16. Joint Secretary (Elementary Education-I) Department of Elementary Education & Literacy
17. Dr. (Mrs.) Shashi Prabha Gupta, Technical Advisor, Food & Nutrition Board, Department of WCD, Jeevan Deep Bldg, 2nd Floor, Parliament Street, New Delhi.
18. Dr. (Mrs.) Prema Ramachandran, Director, Nutrition Foundation of India, 1-13, Qutab Institutional Area, New Delhi-110 016.
19. Principal Secretary / Secretary of the Nodal Department for NP-NSPE in all State Governments / UT Administrations, for information.

Sd/-
(P.K. Mohanty)

Annexure-8
[Ref: Para 3.2]

Suggested Composition of Steering-cum-Monitoring Committees for NP-NSPE to be constituted at various levels

Sl. No.	Position	National	State	District	Block
1.	Chairman	Secretary, Department of School Education & Literacy	Chief Secretary / Additional Chief Secretary / Dev. Commissioner	Collector/CEO-Zila Panchayat	Sub-Divisional Officer/Block Panchayat Officer
2.	Ex-Officio Members	1. Joint Secretary in charge of the Programme in Deptt. of School Education & Literacy	1. Ppl. Secy./Secy. School Education 1A. Ppl. Secy/Secy in charge of Nodal Deptt. for the Programme (where it is a Deptt. other than School Edn.)	1. Distt. Education Officer 1A. Distt. Level Officer of Nodal Deptt. for the Programme (where it is a Deptt. other than School Education)	2. Block Edn. Officer 1A. Block level Officer of Nodal Deptt. for the Programme (where it is a Deptt. other than School Education)
		2. Fin. Advisor, Ministry of HRD	2. Ppl. Secy/Secy, Finance Department	-	-
		3. Advisor (Education), Planning Commission	3. Ppl. Secy/Secy, Planning Commission	-	-
		4. Joint Secretary, Ministry of Health & FW	4. Ppl. Secy/Secy, Health & FW	2. Civil Surgeon / Distt. Med. Officer	2. Med. Officer in-charge.PHC
		5. Joint Secretary, Ministry of Food & PD	5. Ppl. Secy./Secy. Food & Civil Supply	3. Distt Food & Civil Supplies Officer.	3. Block / Sub Divn. Level Officer of Food Deptt.
		6. Joint Secretary, Deptt. of WCD (in charge of Nutrition)	6. Ppl. Secy/Secy. Deptt. of WCD	4. Distt. Level Officer of FCI	4. Block / Sub Divn. Level Officer of FCI.
		7. Jt. Secretaries in the Ministries of i) Rural Development. ii) Urban Employment & Poverty Alleviation	7. Ppl. Secy/Secy.: i) Rural Development ii) Urban Development & Poverty Alleviation	5. i) CEO. Zila Panchayat. ii) One rep. of a Municipal body / Deptt. of MPL. Admn.	5. i) CEO. Block Panchayat ii) One rep. of a MPL. Body.
		8. Managing Director, FCI or his Representative	8. State Level Officer of FCI	6. Distt. Level Officer of FCI	6. Block / Sub Dvn. level Officer of FCI

3.	Other Members to be nominated by Chairman	1. Two Experts in the area of nutrition 2. Four persons of whom at least two shall be women, with significant contribution / achievements in the area of nutrition /child welfare /community/women's mobilization / school education / child health. 3. Representatives of five State Govts. (one from each region) 4. At least one representative of teachers	1. Two Experts in the area of nutrition 2. Four persons of whom at least two shall be women with significant contribution/ achievements in the area of nutrition/child welfare/ community/ women's mobilisation/ school education/child health 3. Representatives of 3-5 Districts 4. At least one representative of teachers	1. One Expert in the area of nutrition/child development 2. Four persons of whom at least two shall be women, with significant contribution/ achievements in the area of nutrition/child welfare/ community/ women's mobilization/ school education/child health 3. Representatives of 3-5 Blocks /Municipal Bodies 4. At least one representative of teachers	1. One Expert in the area of nutrition/child development (if available) 2. Four persons of whom at least two shall be women with significant contribution/ achievements in the area of nutrition's/child welfare/ community women's mobilization /school education /child health 3. Representatives of 3-5 Gram Panchayats 4. At least one representative of teachers
4.	Member Secretary	Deputy Secretary/Director in-charge of the Prog. in Department of School Education & Literacy	State level HOD of the Nodal Department for the Programme	District level Officer of the Nodal Department	Block/Sub-Divisional level Officer of the Nodal Department.

Note: -

1. In addition to the membership suggested above, State Governments should also nominate MPs and MLAs on State and District level SMCs, in a suitable manner.
2. One of the six persons to be nominated in State-level SMC under sub categories (1) and (2) of category 3, may, as far as possible, be the senior most officer of Food & Nutrition Board of the Govt. of India, posted in the State/UT capital. Other experts could be drawn from institutions like: -
 - I. National Institute of Nutrition, Hyderabad.
 - II. Nutrition Foundation of India
 - III. National Institute of Public Cooperation and Child Development (NIPCCD), New Delhi
 - IV. All-India Institute of Hygiene & Public Health, Kolkata.
 - V. Central Food & Technolocial Research Institute, Mysore.
 - VI. University Department/Faculty of Nutrition (wherever in existence)

PROTOTYPE DESIGN OF KITCHEN-CUM-STORE FOR A SCHOOL WITH STUDENT STRENGTH OF ABOUT 150

AREA

Total Built-up area (including walls)= 24.76 sqm.

Total floor area of store= 2.92 sqm.

Total floor area of washing / sorting area= 5.71 sqm.

Total floor area of cooking space= 8.41 sqm.

Total floor area of serving veranda=3.44 sqm.

UNDERSTANDING THE DESIGN

The design can be adapted to suit different conditions. It is suitable for cooking meals **for about 150 children** under mid-day meal programme in schools.

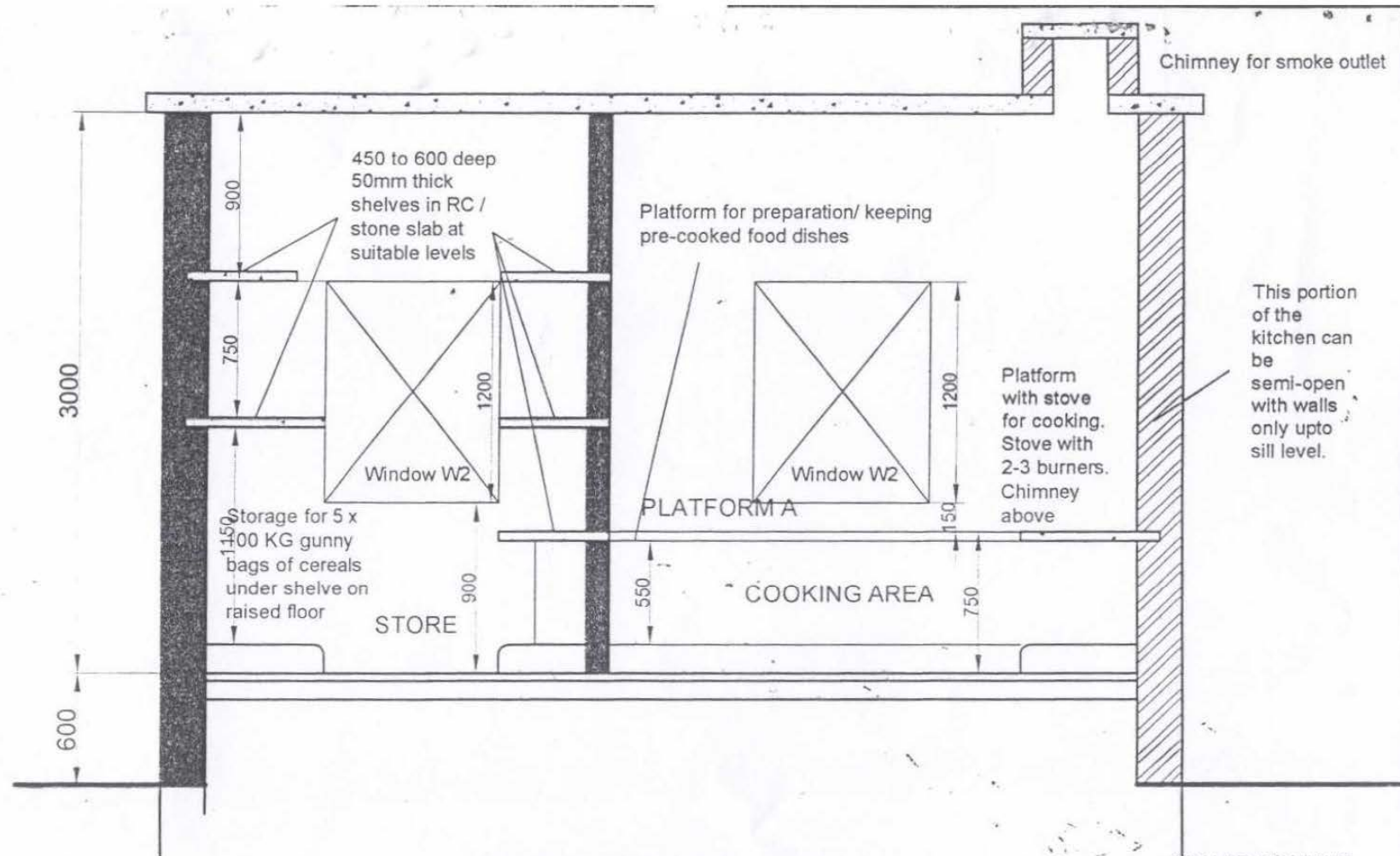
There is a neat delineation of store, pre-wash and washing activities, pre-cooking, cooking and serving activities in the design. It assumes atleast 2 cooks working in the space. For better management, serving of food can be made through a designated window/counter while used utensils for washing can be put at another counter. In both the operations, children are not required to enter the kitchen space.

The store and washing area with utensils, taps, grain and food store etc. can be fully locked and enclosed with Door D1. The store can house about 500 kg. of grains, and other food materials. The Cooking and Serving veranda need not be fully enclosed and can be semi-open for good natural ventilation and light. Hence door D2 and windows occurring in these spaces can be substituted with jaali and other openings. Ventilators can also be suitably provided. The waste water from the wash area of utensils along with external wash area for children can be channalised to a small kitchen garden.

The design can be made using flat RCC roof, sloping CGI roofing, or with stone slabs spanned across pre-cast RC joists/metal sections.

While the cooking area design shown here assumes a standing cook, the design can also be adapted for floor based cooking. The Platform A shown in Section AA will not be needed in such case. For cooking, Improved Stove (Unnat Chulha) or Bio gas burners can also be used. It is recommended that atleast 3 burners are used for maximum efficiency in cooking for large numbers. If the Veranda is south facing solar cookers can also be used.

Plan and sections enclosed.



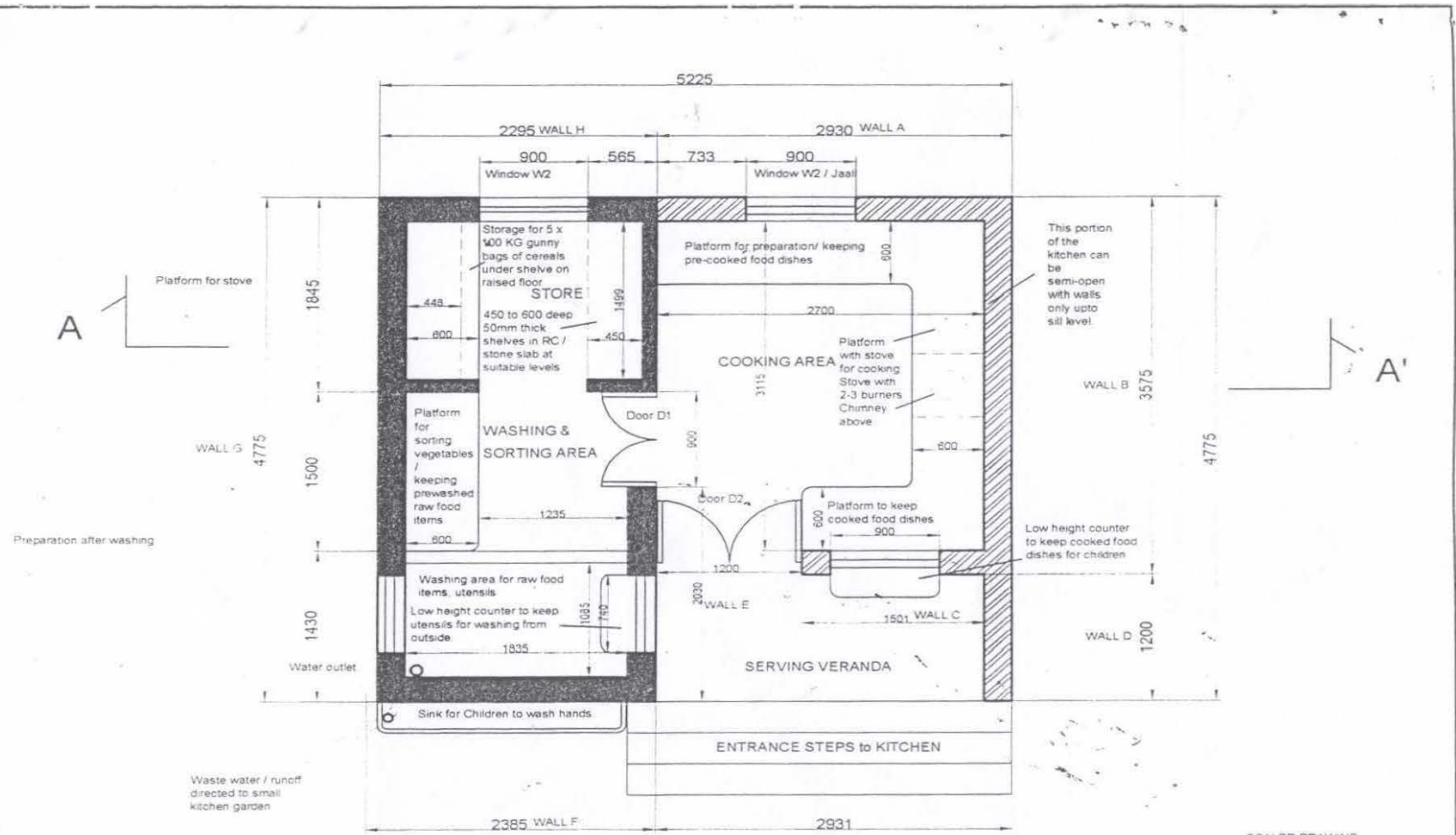
SECTION A-A'

KITCHEN CUM STORE UNIT FOR MID-DAY MEALS

SCALED DRAWING
All dimensions in MM

DESIGNED at
Vinyas, Centre for
Architectural
Research & Design

August 2005



SCALED DRAWING
All dimensions in MM

DESIGNED at
Vinyas, Centre for
Architectural
Research & Design

August 2005

D.O. NO.F. 13-10/2005-EE-5 (MDM) (Pt.)

ARJUN SINGH

**MINISTER OF
HUMAN RESOURCE DEVELOPMENT
INDIA
NEW DELHI-110 001
Dated: 29.12.2005**

Dear

I am happy to note the progress that the States are steadily making towards the Universalization of the Mid-Day Meal Scheme. The scheme now covers nearly 12 crore children in the country making it the world's largest school feeding programme. The increase in the scale of coverage is an encouraging development. We, however, need to now focus attention on tackling the challenge of regularity and quality of the meal.

In this context, I solicit your personal leadership to a new initiative involving mothers of the school children to oversee and supervise the feeding of the children. The mothers could be encouraged to take turns to come to the school at the time of the preparation or serving of the meal. By this simple intervention, we could empower crores of mothers to exercise effective vigil reducing dependence on inspectors. Given the large number of children in government and aided schools, a mother would be required to devote just a couple of hours only once or twice a year. This could give mothers a voice and a role, leading to an effective mother watch.

My ministry is separately addressing the Chief Secretaries and all other concerned in this regard.

I hope to see, in the New Year, mass mobilization of mothers in your State under your stewardship.

Wishing you a very Happy New Year,

Yours sincerely,

Sd/-
(ARJUN SINGH)

To

All Chief Ministers of States.

Sudeep Banerjee
Secretary

D.O. NO.F. 13-10/2005-EE-5 (MDM) (Pt.)

Dated 27th December, 2005

Subject:- Mobilization of mothers to watch mid-day meal.

Dear

The universalized Mid-Day Meal Scheme now covers nearly 12 Crore children making it the world's largest school feeding programme. A recent research study by Prof. Amartya Sen's Pratichi Trust hails the Mid-Day Meal Programme as "the biggest pro-poor initiative launched since the land reform movement of 1970s".

2. Issues pertaining to regularity and quality of meals, however, continue to evoke concern, necessitating new approaches to monitoring and supervision. One effective intervention could be to empower mothers to watch feeding of the children. The physical presence of atleast one mother (or more than one, wherever possible) could ensure that a good quality meal is served every day without interruption. This would lessen dependence on monitoring through external supervisors/inspectors who are anyway unable to oversee all schools on a daily basis, given the magnitude of the programme.

3. We do hope that mothers, if encouraged and empowered to take turns to supervise feeding, would be willing volunteers. Presently, they are unable to participate in the programme, their dissatisfaction with its quality notwithstanding. This initiative could give them a voice and a role, resulting in a highly effective mother-watch.

4. You could also think of additional ways of mobilizing community to add value to this important programme.

5. I would be grateful if the matter receives your personal attention and we are kept apprised of the progress.

With regards,

Yours sincerely,

Sd/-
(SUDEEP BANERJEE)

To

- (i) Chief Secretaries of States
- (ii) Administration of UTs as per list enclosed.

Sudeep Banerjee
Secretary

D.O. NO.F. 13-10/2005-EE-5 (MDM) (Pt.)

Dated 27th December, 2005

Subject:- Mobilization of mothers to watch mid-day meal.

Dear Collector/District Magistrate/Dy. Commissioner, (as the concerned)

District Collectors have effectively steered many national programmes of significance. I wish to now seek of you a more active role for Mid-Day Meal Scheme hailed by Nobel Laureate Prof. Amartya Sen's Pratichi Trust as "the biggest pro-poor initiative launched since the land reform movement of 1970s".

2. The universalized mid-day meal scheme now covers nearly 12 crore children in the country making it perhaps the world's largest school feeding programme. However, issues pertaining to regularity and quality of meal continue to evoke concern, necessitating new approaches to monitoring and supervision. One effective intervention could be to empower mothers to watch feeding of the children. The physical presence of atleast one mother (or more than one, wherever possible) could ensure that a good quality meal is served every day without interruption. This would lessen dependence on monitoring through external supervisors/inspectors who are anyway unable to oversee all schools on a daily basis, given the magnitude of the programme.

3. Considering the large number of children in most government schools, such an initiative would actually mean that each mother would need to contribute just a couple of hours on one or two occasions in a year. You would appreciate that such participation is distinct from any other role that some mothers may be already playing as members of the Self-Help Group, Village Education Committee or Mother-Teacher Association etc.

4. We do hope that mothers, if encouraged and duly empowered to supervise feeding, would be willing volunteers. Presently, they are unable to participate in the programme, their dissatisfaction with its quality notwithstanding. This initiative could give them a voice and a role, resulting in a highly effective mother-watch.

5. You could consider enlisting the support of Nehru Yuvak Kendras/Youth clubs/organizations and voluntary groups etc., active in your district to inform, encourage and mobilize mothers. You could also think of additional ways of mobilizing community to add value to this important programme.

....2/-

: - 2 - :

6. I earnestly hope you would be able to provide personal leadership to this initiative. I would be happy to hear from you the progress that you make and also any suggestions that you may have.

With regards,

Yours sincerely,

Sd/-
(SUDEEP BANERJEE)

To

All Collector/District Magistrate/Dy. Commissioner, (as the concerned)

National Programme of Nutritional Support to Primary Education, 2006

[Mid Day Meal Scheme]

Annual Work Plan & Budget 2006-07 **(Framework)**

State:

PART-A State Implementation Structure
(Information on State Implementation Model)

PART-B: Implementation process
*(Strategies adopted & Performance during 2005-06 and
Action Plan for 2006-07)*

PART-C: Financial proposals
(Costing Tables)

--oOo--

Part:A
State Implementation Structure
(Information on State Implementation Model)

- 1.1) Introduction
(Brief History, Background, Basic philosophy of the Scheme including outcomes aimed at.)
- 1.2) Management Structure for Implementation
(Organizational chart, Administrative costing)
- 1.3) Highlights of State norms, Expenditure norms etc.,
- 1.4) Food Grain flow chart
- 1.5) Fund flow chart
How are funds released by the State Govt. to school for implementation of the programme? List out the levels involved and also the mode of transfer of funds.
- 1.6) Implementation model at School level
(Role of Gram Panchayat, VEC, SDMCs, Other stakeholders, Head Teachers, other Teachers, Organisers, Head cooks, cooks, helpers etc.,)
- 1.7) Weekly menu & its nutritional assessment
- 1.8) Costing Sheet *(Average cost of meal per child per day including cost of food grains, oil, pulses, condiments, Transport subsidy, Establishment over heads etc., delineating contribution from Center and State)*
- 1.9) Statement of Budget allocation and proposal (of Nodal Department in State Annual Budget) for current year and succeeding year respectively.

Budget

(a) Budget allocation: (Rs. in Lakh)

Year	Provision for MDM in State Budget					
	Allocation			Expenditure		
	Plan	Non-Plan	Total	Plan	Non-Plan	Total
2004-05						
2005-06						
2006-07				--N.A--	--N.A--	--N.A--

[Please note that budget for Upper Primary stage, if covered under the State Programme should be excluded]

(b) For 2005-06,

(i)	Component of Central assistance	:	Rs. in Lakh
(ii)	State Component	:	<u>Rs. in Lakh</u>
	Total		_____

(c) **Out of the State component, specify items of expenditure (latest) :(Rs. in Lakh)**

(i)	Cooking gas	:
(ii)	Wages of cooks/helpers	:
(iii)	Infrastructures	:
(iv)	Other, if any	:

1.10) Public Private partnership:

- (a) Role of NGOs, PRIs, Mothers Association, Self Help Groups,
- (b) Highlights of MoU with NGOs & Nature of Joint Venture (NGO wise)
- (c) Extend of coverage by NGOs and other groups

No.	Name of NGO/Groups	District	Enrollment covered	Nature of involvement.

1.11) Monitoring Mechanisms

- (a) Steering-cum-Monitoring Committees
- (b) Supervision & Joint Inspection of Quality of Food Grains
- (c) Transparency & Accountability at School level (esp. w.r.t Food grains and Cash for cooking Assistance)
- (d) Mobilization of mothers
- (e) Quarterly assessment of the programme through District Institutes of Education & Trainings.
- (f) External evaluation of the programme
- (g) MIS and data synchronization with SSA

1.12) Grievance Redressal system:

--oOo--

Important Note

Please send separately(i.e., not as part of Annual Plan Document)

- (i) *Sample copy of extract of Stock registers and Books of Accounts in respect of Food grains and cash flow maintained at all level i.e., from State to School. (only one page each in English translation)*
- (ii) *Sample of Periodical reports collected from various levels (English translation)*

--oOo--

PART-B:
Implementation process
(Strategies adopted & Performance during 2005-06 and
Action Plan for 2006-07)

- 2.1) **Coverage** (*present status like no. of Institutions/children covered, extent of non-coverage and reasons thereon, Role of NGOs and civil societies in coverage, extent of coverage in drought affected areas*)

(a) Extent of coverage:

If yes, state the number of Schools/Centres & Children covered

Sl. No.	Type of Institutions (Primary level)	Total		Eligible but not covered under MDM		% of (4) in (2)
		No. of Institutions	Enrollment	No. of Institutions	No. of Children	
		(1)	(2)	(3)	(4)	(5)
1	Govt.					
2	Local Body					
3	Govt. – aided					
4	Sub-Total (1+2+3)					
5	EGS Centers					
6	AIE Centers					
7	Sub-Total (5+6)					
	Grand Total (4+7)					

- (b) **Reason(s) for not covering all eligible institutions & children:**

- (c) **Time by which uncovered institutions shall be covered:**
[Specify the month & year]

2.2) Logistics for supply chain

(i) Lifting Food Grains, Transportation, Delivery

Whether food grains are transported

- (a) *From FCI godown to the school point*
or
(b) *Supplied through Fair Price Shop*

[In case food grains are not supplied through Fair Price Shop, specify the reasons and also state whether the modality has been explored]

(ii). Supervision & Joint Inspection of Quality of Food Grains:-

- (a) *Who is the officer designated and what are the mechanisms?*
- (b) *How is full quantity being ensured?*
- (c) *Frequency of meetings with FCI's nodal officer.*
- (d) *Issues, if any, with regard to quantity and quality of food grains.*
- (e) *What is the mechanism for State verification of food grains lifted under the MDM programme?*

(iii). Transparency & Accountability at School level:

- a. *What are the arrangements for transporting food grains from FCI godown to School level, frequency of lifting, Storage, custody of Food grains, cash and other ingredients at School level?*
- b. *Mode and basis for issue of Food Grain & cash, procurement of cooking ingredients, condiments etc.,*
- (c) *How accountability and transparency in (i) issue of food grains, (ii) quality of cooked meal, particularly addition of vegetables and supply of fruits, eggs etc., and (iii) expenditure of cooking cost at School level are ensured?*

2.3 Infrastructure

- - (a) **Kitchen shed**
 - (i) *No. and percentage of schools having Pucca kitchen shed (as on 31.03.06)?*
 - (ii) *Plan to address the gaps*
 - (iii) *Type and extent of convergence with other programmes envisaged?*
 - (b) **Creation of Drinking Water Facility**
 - (i) *Percentage of schools having drinking water facility (as on 31.03.06)?*
 - (ii) *Plan to address the gaps*
 - (iii) *Type and extent of convergence with other programmes envisaged?*
 - (c) **Kitchen devices & utensils**

Extent to which

- (i) Adequate cooking devices such as cooking vessels, serving spoons, are available.*
- (ii) Eating plates for children available*

(d) Fuel

- (i) Nature of fuel being used [gas based, smokeless chullahs, traditional method of firewood, kerosene, etc.]*
- (ii) Reason for not using gas based cooking and proposal to convert.*

(e) Capacity Building

- (i) Details of Plan to train Teachers and organizers/cooks/helpers?*
- (ii) Are cooks oriented about cleanliness, hygiene, and good practices of cooking?*
- (iii) Are VECs, SMCs, MTAs, etc. oriented for effective implementation through their close supervision?*

(f) Role of Teachers

- (i) Details of orienting Teachers regarding their role in the Scheme?*
- (ii) Has a training module been developed in 20 days in-service training for teachers under SSA? Details of Teacher training conducted in this regard.*
- (iii) Whether teachers are using the scheme to educate children about hygiene, discipline, social equity, conservation of water, etc.*

2.4 Cooks

(a) Total No. of Organizers, Cooks & helpers :

Of the above:

- (i) No. of men :*
- (ii) No. of women :*
- (i) No. of SCs :*
- (ii) No. of STs :*
- (v) Others :*

(b) Remuneration being given

- (i) Organisers : Rs. _____ per month*
- (ii) Head Cook : Rs. _____ per month*
- (iii) Cook : Rs. _____ per month*

- (iv) Helper : Rs. _____ per month
- (c) **Who is engaging the cook?**
(How they are appointed and what is mechanism for ensuring accountability)
 - (i) PRIs
 - (ii) VECs
 - (iii) Headmaster
 - (iv) District Admn.
 - (v) State Govt.
- (d) **How cooks are engaged? Are there any norms?**
- (e) Have Self-Help Groups been tapped for the programme?
 [If not, constraints in this regard]

2.5 Cooking of Meal

- (a) *How is the calorific value [minimum of 300 calories and 8-12 gms. Of protein ensured?*
- (b) *What is the system of assessing the nutritional value of the meal under MDM Scheme?*
- (c) *Have any nutritional experts been involved in planning and evaluation of menus and quality of food served under the programme?*
- (d) *Who is planning the weekly menu?*
- (e) *Is the weekly menu displayed in the school?*
- (f) *Is there any standard prescription to include minimum quantity of vegetables, dal/lentils? How is its implementation ensured?*
- (g) *Who is procuring the ingredients required for menu [other than FCI foodgrains]?*
- (h) *Are eggs, fruits etc. being served and how frequently?*

2.6 Public-Private partnership:

- (a) **Who is cooking the meal?**
(Please give breakup in %)
 - (i) Cooks/helpers engaged by the Department/Village Panchayat:
 - (ii) Self-Help Groups
 - (iii) NGOs
 - (iv) Mothers Groups
 - (v) Any other
- (b) *Where NGOs are involved, it may be specified whether their*

selection is in accordance with the guidelines of MDM Scheme.

(c) *Details of coverage by private parties including NGOs :*

Sl. No.	District	No. of Institutes	Enrollment	Assistance provided by State	Contribution by Private parties

2.7) Monitoring

(a) **Steering-cum-Monitoring Committees**

- (i) *Whether constituted at all levels*
- (ii) *Whether regular meeting held at all levels*
- (iii) *No. of meetings held at various levels and highlights of proceedings.*

(b) **Mobilization of mothers**

- (i) *Steps taken to involve mothers taking turns to supervise preparation of meals and feeding of children.*
- (ii) *What is the effect?*
- (iii) *What are the mechanisms for monitoring the Scheme?*

(c) **Whether quarterly assessment of the programme through District Institutes of Education & Trainings has begun?**

(d) **External evaluation of the programme**

- (i) *Whether evaluation through external agency(s) commissioned*
- (ii) *If yes, what are the parameters of the study?*
- (iii) *What is the time by which the report is expected to be available?*
- (iv) *Any evaluation of the programme in the recent past made, if so, what is the outcome? If so, please enclose a copy of Report.*

(e) **Whether MIS has been set up? If yes, whether data synchronization with SSA is taking place?**

(f) **What is the status of setting up of dedicated website for MDM at State level linked with Districts? Please furnish the website address.**

2.8 Grievance Redressal:

- (a) Details of Grievance Redressal mechanism established*
- (b) Any incident of children falling sick?*
- (c) Has there been any adverse press reports on implementation of the programme?*
- (d) Is there a separate website for the programme? If not, how the information is shared with shareholders?*

2.9) What is the Status of School Health Programme?

- (a) Regular health check-up*
- (b) Regular supply of micronutrient tablets*
- (c) Regular de-worming*

2.9) Observations of CAG Audit and/or State Audit and Action Taken Report thereon (since 2004-05):-

- 2.10) Is there a baseline studies on the nutritional status of these children? If no, what is the Plan in this regard?**
- 2.11) What is the mechanism for obtaining preferences of food items served in MDM and for suitable modification thereon?**
- 2.12) Specify good practices, if any.**
- 2.13) General level of satisfaction of stakeholders viz. parents, children, communities, etc.**
- 2.14) Any contribution being made by community in cash or kind or any other form?**
- 2.15) State/UT Plan to:**
 - a) Increase community participation**
 - b) Improve quality of the meal**
 - c) Increase transparency**
 - d) Improve public satisfaction**
 - e) Strengthen monitoring, assessment and evaluation**

--oOo--

PART-C:
Financial proposals 2006-07
(Costing Tables)

1.1) Central Assistance Items

Table C-11 Anticipated Working Days for Schools, EGS & AIE Centers

Table C-12 Proposal for District wise requirement of Food Grains and Central Assistance towards Cooking Cost.

Table C-13 Proposal for Assistance under Management, Monitoring and Evaluation

1.2) Infrastructure development.

Table C-21 Information on Infrastructure Development (**Kitchen Sheds**)

Table C-22 Information on Infrastructure Development (**Cooking Device**)

Table C-23 Information on Infrastructure Development (**Utensils for Cooking & Serving**)

--oOo--

National Programme of Nutritional Support to Primary Education 2006

[Mid-Day Meal (MDM) Scheme]

Table C-11

Government of _____ (2006-07)

Department of _____

State: _____

I. Anticipated Working Days for Schools & EGS Centres between April, 2006 & March, 2007

S.No.	Month	Total No. of Days in the month	Deduct Holidays					Anticipated No. of Working Days (3-8)	Remarks
			Vacation Days	Holidays outside Vacation period			Total Holidays (4+7)		
				Sundays	Other School Holidays	Total			
1	2	3	4	5	6	7	8	9	10
1	April,06	30							
2	May,06	31							
3	June,06	30							
4	July,06	31							
5	August,06	31							
6	September,06	30							
7	October,06	31							
8	November,06	30							
9	December,06	31							
10	January,07	31							
11	February,07	28/29							
12	March,07	31							
	Total	365							

II. Anticipated No. of average Working Days per AIE Centre between September, 2004 and April, 2005.

Date: _____

(Signature)

Secretary of the Nodal Department
Government/UT Administration of _____

Seal: _____

National Programme of Nutritional Support to Primary Education 2006 [Mid-Day Meal (MDM) Scheme]

Table C-13

Assistance for Management Monitoring and Evaluation 2006-07

State:

(only in MS -Excel Format)

		2005-06					2006-07				
	Activities (Please list item-wise details as far as possible)	Allocated	Average Unit Cost	Phy	Expenditure (4) x (5)	Unspent balance (3)-(6)	Allocation entitled	Average unit cost	Phy	Fin (9) x (10)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12
I	School Level Expenses	(1% of MME)					(1% of MME)				
	i) Form & Stationery										
	ii) Weighting machine & height Recorder										
	iii) Replacement/repair/maintenance of cooking device, utensils, weighing machines etc.,										
	Sub Total		xxxxxx	xxxxxx				xxxxxx	xxxxxx		
II	Management, Supervision, Training and Internal Monitoring:	(0.6% of MME)					(0.6% of MME)				
	i) Staff salary										
	ii) Transport & Conveyance										
	iii) Other Incidentals expenses										
	iv) Furniture, hardware and consumables etc.										
	Sub Total		xxxxxx	xxxxxx				xxxxxx	xxxxxx		
III	External Monitoring & Evaluation (please specify item wise)	0.2% of MME)					0.2% of MME)				
	Grand Total		xxxxxx	xxxxxx				xxxxxx	xxxxxx		
Date: _____											
										(Signature)	
										Secretary of the Nodal Department	
										Government/UT Administration of _____	
							Seal:				

National Programme of Nutritional Support to Primary Education 2006

[Mid-Day Meal (MDM) Scheme]

Table C-21

Information on Infrastructure Development (Kitchen sheds) 2006-07

(only in MS -Excel format)

State:															
Sl. No.	Districts	2005-06								2006-07					
		No. of eligible Inst. under MDM (PS)	No. of Inst. Serviced by		Out of (3), No. of Inst. Having Pucca and functional KS	GAP (3) - (6) as on 31.3.05	No.s of Inst. For which KS in C+IP	% of (C+IP) on GAP i.e. % of 8 on 7	Expenditure incurred (in Rs.)	Source for funds	Temp. KS as on 31.3.2006 (3)-(6)-(8)	No. of KS proposed for construction	Average Unit cost	Fin. Reqmnt. (13) x (14)	Source for funds
			Centralize d Kitchen	Indvl. Kitchen											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	1														
2	2														
3	3														
4	4														
5	5														
Total															
Note															
KS : Kitchen sheds															
IP: In Progress															
C: Constructed															
Temp. : Temprrory															
Date: _____															
														(Signature)	
														Secretary of the Nodal Department	
														Government/UT Administration of _____	
														Seal:	

[Mid-Day Meal (MDM) Scheme]

Information on Infrastructure Development (Cooking Device) 2006-07

(only in MS-Excel format)

State:

S.No.	Districts	No. of eligible Institutions under MDM (PS, EGS/AIE)	As on 31.3.2005, no. of Institutions where cooking is done through			During 2005-06		% of Institutions under Gas based cooking (% of [(4)+(7)] on 3)	GAP as on 31.3.2006 (3)-(4)-(7)	Action Plan for conversion into Gas based cooking during 2006-07				Remarks
						No. of Institutions in which cooking is converted into Gas based	Source for funds			No. of Institutions	Average Unit cost	Fin. Requirement	Source for funds	
			Gas based	Kerosene	Others									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	1													
2	2													
3	3													
4	4													
5	5													
6	6													
	Total													
Date: _____										(Signature)				
										Secretary of the Nodal Department				
										Government/UT Administration of _____				
										Seal:				

National Programme of Nutritional Support to Primary Education 2006

[Mid-Day Meal (MDM) Scheme]

Table C-23

Information on Infrastructure Development (Utensils for cooking and serving) 2006-07

(only in MS-Excel format)

State:

S.No.	Districts	No. of Institutions (PS, EGS/AIE)	No. of Institutions having (As on 31.3.2006)			GAP (as on 31.3.2006)			During 2006-7, Action Plan for providing									
									Pressure Cooker			Storage & serving utensils			Storage & serving utensils			
			Pressure Cooker	Storage & serving utensils	Storage for Drinking Water (tap-fitted)	Pressure Cooker (3) - (4)	Storage & serving utensils (3) - (5)	Storage for Drinking Water (3) - (6)	No. of Institutions	Average Unit cost	Fin. Reqmnt	No. of Institutions	Unit cost	Fin. Reqmnt	No. of Institutions	Average Unit cost	Fin. Reqmnt	
1	2	3				4	5	6	7	8	9	11	12	13	14	15	16	17
1	1																	
2	2																	
3	3																	
4	4																	
5	5																	
6	6																	
Total																		
<div style="display: flex; justify-content: space-between;"> <div>Date: _____</div> <div>(Signature)</div> </div> <div style="text-align: right; margin-top: 10px;"> Secretary of the Nodal Department Government/UT Administration of _____ </div> <div style="display: flex; justify-content: flex-end; margin-top: 10px;"> <div style="border: 1px solid black; padding: 2px 10px;">Seal</div> </div>																		

Annexure-12
[Ref. Para 6.2]

Monitoring of Programme and Impact Parameters

Sl. No.	Programme parameters	Who may monitor?	Frequency of Monitoring
	(1)	(2)	(3)
1.	Regularity and wholesomeness of mid-day meal served to children	(i) Representatives of Gram Panchayats/ Gram Sabhas (ii) Members of Committee of Mothers/VEC/PTA/SMDC (iii) Teachers	Daily
2.	Promoting social and gender equity	(i) Representatives of Gram Panchayats/ Gram Sabhas (ii) Members of Committee of Mothers/VEC/PTA/SMDC (iii) Teachers	Daily
3.	Cleanliness in cooking, serving and consumption of mid-day meal	(i) Representatives of Gram Panchayats/ Gram Sabhas (ii) Members of Committee of Mothers/VEC/PTA/SMDC (iii) Teachers	Daily
4.	Timely procurement of Ingredients, fuel, etc. of good quality	(i) Representatives of Gram Panchayats/ Gram Sabhas; (ii) Committee of Mothers/ VEC/ PTA/ SMDC	Weekly
5.	Implementation of varied menu	(i) Gram Panchayat / Municipality / (ii) Representatives of Block-level SMC	Fortnightly / Monthly
6.	Over-all quality of Mid-Day Meal	a. Officers of State Govt. belonging to Revenue/Administration, Rural Development, Education, Nodal Departments, and any other suitable Department (e.g. WCD, Food, Health, etc.) b. Officers of Food & Nutrition Board (FNB), Govt. of India, posted in the State/UT c. Nutrition Experts / Institutions identified / nominated by the State Govt.	As per a certain target of inspections per month, to be fixed by State Govt. in consultation with FNB /Institution, etc. concerned.
<u>Impact Parameters</u>			
1.	Nutritional Status – assessment of percentage of underweight children at school level	VEC/PTA/SMDC	Twice a year
2.	Attendance Status	-Do-	Quarterly
3.	Retention/Completion Status	-Do-	Annually
4.	Sample studies in regard to each of the items 1 to 3 above. Study in regard to Nutritional Status would include study of various deficiencies in the guidelines, especially incidence of low weight-for-age (underweight) and anaemia.	Appropriate institutions selected by State Govt./District Nodal Agency/District-level SMC	Annually

List of Institutions assigned monitoring of Mid-Day Meal Scheme

(1)	(2)	(3)	(4)
1	Andhra Pradesh	Osmania University	Dean, Department of Education, Institute of Advanced Study in Education, Osmania University, Hyderabad - 500007 Andhra Pradesh
2	Arunachal Pradesh	Rajiv Gandhi University	Dean & Head, Department of Education, Rajiv Gandhi University (Formerly Arunachal University), Rono Hills (Doimukh) - 791112 Arunachal Pradesh
3	Assam	Guwahati University	Reader, Department of Education, Gauhati University, Gopinath Bardoloi Nagar, Gauhati - 781014 Assam
4	Bihar - 1	Jamia Millia, Delhi	Registrar, Jamia Millia Islamia, Maulana Mohammed Ali Jauhar Marg - 110025 New Delhi
5	Bihar - 2	A.N. Sinha Institute of Social Sciences	Director, A.N. Institute of Social Studies, Patna - 800001 Bihar
6	Chhattisgarh	RIE, Bhopal	Principal, Regional Institute of Education (RIE), Shyamla Hills, Bhopal - 462013 Madhya Pradesh
7	Goa Maharashtra - 2	SNDT University, Mumbai	Registrar, SNDT Womens University Mumbai-400020 Maharashtra
8	Gujarat - 1 Daman & Diu	Maharaja Sayajirao University of Baroda (M.S.), Vadodara	Registrar, Maharaja Sayajirao University of Baroda (M.S.), Vadodara - 390002 Gujarat
9	Gujarat - 2	Sardar Patel Institute of Economic and Social Research, Ahmedabad	Director, Sardar Patel Institute of Economic and Social Research, Thaltej Road, Ahmedabad - 380054 Gujarat
10	Haryana	Kurukshetra University	Registrar, Kurukshetra University, Kurukshetra - 136119 Haryana
11	Himachal Pradesh	Himachal University	Director, Centre of Adult, Continuing Education & Extension, Himachal Pradesh University, Shimla - 171005 Himachal Pradesh
12	Jammu & Kashmir - 1	University of Jammu	Director, Adult Education, CACE&E, Jammu University, Department of Education, Jammu Tawai - 180004 Jammu
13	Jammu & Kashmir - 2	University of Kashmir	Registrar, University of Kashmir, Naseem Bagh Hazratbal, Srinagar - 190006 Kashmir
14	Jharkhand	XLRI Jamshedpur	Director, Xavier Labour Relations Institute (XLRI), PB - 222, C.H. Area (E), Jamshedpur - 831001 Jharkhand
15	Karnataka - 1	Institute of Social & Economic Change, Bangalore	Director, Institute for Social and Economic Change, Nagarabhavi P.O., Bangalore - 560072 Karnataka
16	Karnataka - 2	RIE, Mysore	Principal, Regional Institute of Education, Manasagangotri, Mysore - 570006 Karnataka
17	Kerala Lakshadweep	Centre for Development Studies, Trivandrum	Director, Centre for Development Studies, Prasanth Nagar, Ullor, Trivandrum - 695011 Kerala
18	Madhya Pradesh - 1	TISS Mumbai	Director, Tata Institute of Social Sciences, Post Box No. 8313, Deonar, Mumbai - 400088 Maharashtra
19	Madhya Pradesh - 2	MPISRR, Ujjain	Director, M.P. Institute of Social Science Research, 19, Mahashweta Nagar, Ujjain - 456010 Madhya Pradesh
20	Maharashtra - 1 Dadra & N. Haveli	Indian Institute of Education, Pune	Director, Indian Institute of Education, J.P. Naik Path, 128/2, Kothrud, Pune - 411038 Maharashtra
21	Manipur	Manipur University	Registrar, Manipur University, Canchipur, Imphal - 795003 Manipur
22	Meghalaya	NEHU, Shillong	Registrar, North-Eastern Hill University, NEHU Campus, Shillong - 793022 Meghalaya
23	Mizoram	Mizoram University	Registrar, Mizoram University, Aizawl - 796001 Mizoram

24	Nagaland	Nagaland University	Registrar, Nagaland University, NUBPO, Kohima - 797001 Nagaland
25	Orissa - 1	NKC Centre for Development Studies, Bhubaneswar	Director, Nabakrushna Choudhury Centre for Development Studies, Bhubaneswar - 751013 Orissa
26	Orissa - 2	Dr. P.N. Institute of Advanced Study in Education, Sambalpur	Director, Dr. P.M. Institute of Advanced Study in Education, At./PO: Motijharan, Dist:Sambalpur - 768001 Orissa
27	Punjab Chandigarh	Punjab University	Registrar, Punjab University - 160014 Chandigarh
28	Rajasthan - 1	Institute of Development Studies, Jaipur	Institute of Development Studies, 8 B, Jhalana Institutional Area, Jaipur - 302004 Rajasthan
29	Rajasthan - 2	* RIE, Ajmer	Principal, Regional Institute of Education, Pushkar Road, Ajmer - 305004 Rajasthan
30	Sikkim	University of North Bengal, Darjeeling	Registrar, University of North Bengal, P.O. North Bengal University, DT. Darjeeling - 734430 West Bengal
31	Tamil Nadu - 1	Alagappa University	Registrar, Alagappa University, Karaikudi - 630003 Tamil Nadu
32	Tamil Nadu - 2	IIM, Bangalore	Director, Indian Institute of Management Bangalore, Bannerghatta Road, Bangalore - 560076
33	Tripura	Tripura University	Registrar, Tripura University, P.O. Box No. 147, Agartala - 799130 Tripura (West)
34	Uttar Pradesh - 1	Giri Institute of Social Science Institute, Lucknow	Director, Giri Institute of Development Studies, Sector - O, Aliganj Extension, Lucknow - 226024 Uttar Pradesh
35	Uttar Pradesh - 2	GB Pant Social Science Institute, Allahabad	Director, Govind Ballabh Pant Social Science Institute, Jhusi, Allahabad - 211019 Uttar Pradesh
36	Uttar Pradesh - 3	CADR, Lucknow	Director, Centre of Advanced Development Research (CADR), 56-A, Chandganj Garden, Lucknow - 226024 Uttar Pradesh
37	Uttar Pradesh - 4	Lucknow University	Registrar, Lucknow University, Lucknow - 226007 Uttar Pradesh
38	Uttaranchal	NIAR, Mussoorie	Executive Director, National Institute of Administrative Research, Cosy Nook Complex, Mussoorie - 248179 Uttaranchal
39	West Bengal - 1 Andaman & Nicobar	IIM, Kolkata	Director, Indian Institute of Management, Joka, D.H. Road, Kolkatta - 700104 West Bengal
40	West Bengal - 2	Viswabhatrati University	Director, Visva-Bharati University, P.O. Sriniketan, Dist. Birbhum - 731236 West Bengal
41	Delhi	Centre for Study of Development Societies	Director, Centre for Studies in Developing Societies (CSDS), 29, Rajpur Road - 110054 Delhi
42	Pondicherry	Pondicherry University	Registrar, Department of Sociology, Pondicherry University - 605014 Pondicherry

* Under Process

**NATIONAL PROGRAMME OF NUTRITIONAL SUPPORT TO PRIMARY EDUCATION
(NP-NSPE), 2006 (MID-DAY MEAL SCHEME)**

Report on Monthly Off-take of Foodgrains
(to be furnished by 15th of the following month)

State/UT:
Report for the Month of :
Year:

Sl. No.	District	Allocation for the financial year			Quantity of foodgrains (in Quintals)								
					Offtake during the financial year								
		Wheat	Rice	Total	Wheat			Rice			Total Foodgrains		
					Till Previous month	During the month	Progressive Total	Till Previous month	During the month	Progressive Total	Till Previous month	During the month	Progressive Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
Total for the State													

Date:

(Signature)
Secretary of the Nodal Department
Government/UT Administration of _____
Seal:

Government of _____

Department

To

The Secretary
Department of Elementary Education & Literacy,
Ministry of Human Resource Development,
Shastri Bhavan, New Delhi-110 001.

Subject:- Request for Reimbursement of Expenditure incurred on Transport of Foodgrains under NP-NSPE, 2006.

With reference to the above, claim for the reimbursement of expenditure already incurred on transport of foodgrains under NP-NSPE, 2006 is submitted as follows:-

1. Name and Address of State
Nodal Transport Agency / Deptt. :
2. Details of Bank Account
 - (i) Account No. :
 - (ii) Name of the Bank :
 - (iii) Bank Address :
 - (iv) Bank Circle No. :
3. Quarter to which claim pertains :

4. Details of foodgrains transported &
Actual Expenditure incurred :

Sl. No.	District	Quantity of foodgrains transported during the Quarter (in Qtls.)	Actual expenditure incurred (in Rs.)	Total
Total				

(Rs. in words):

2. It is certified that the quantity of foodgrains lifted from nearest FCI godown and transported to the School/Kitchen Centre, and amount actually expended, as stated above are true as per records.

3. It is requested that the amount mentioned in para 1 above may please be reimbursed to this organization.

Date:_____

(Signature)
(State Nodal Officer or
Designated State Nodal
Transport Agency)
Seal:

Quarterly Progress Report under NP-NPSE, 2006 (Mid-Day Meal Scheme)

State/UT :

Report for the Quarter: January-March/April-June/July-September/October-December.

Year:

Part I: Coverage in terms of Primary Schools, EGS/AIE Centres & Children.

S. No.	Type of Institution in which Programme Implemented	No. of Institutions in which Implemented during		No. of Working Days in the Quarter		Average No. of Children provided cooked MDM per day during	
		Previous Quarter	Quarter under Review	Previous Quarter	Quarter under Review	Previous Quarter	Quarter under Review
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	Primary Schools i) Govt. ii) Local Body iii) Govt. Aided _____ Sub-Total (1) _____						
2.	EGS/AIE Centres of Primary level iii) EGS Centres iv) AIE Centres _____ Sub-Total (2) _____						
3.	Total (1+2)						
4.	Out of (3) above, figures in respect Madaras/Maqtabs						

Part II: Coverage of Provision of Infrastructure of the Programme.

S. No.	Type of Institution in which Programme Implemented	No. of Institutions in which Implemented during the quarter	Out of Institutions in Col 3, No. of Institutions with various infrastructure facilities											
			Kitchen			Drinking Water facility			Adequate Cooking & Serving Utensils			Gas based Cooking		
			Upto Prev. Qtr.	Built during the Qtr under Review	Progressive Total	Upto Prev. Qtr.	Built during the Qtr under Review	Progressive Total	Upto Prev. Qtr.	Built during the Qtr under Review	Progressive Total	Upto Prev. Qtr.	Built during the Qtr under Review	Progressive Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1.	Primary Schools i) Govt. ii) Local Body iii) Govt. Aided Sub-Total (1)													
2.	EGS Centres													
3.	Total (1+2)													
4.	Out of (3) above, figures in respect Madaras/Maqtabs													

Part III: Arrangements for Cooking

S. No.	Type of Institution in which Programme Implemented	No. of Institutions in which Implemented	Agency providing Cooked Meal					Remarks
			Women's SHG	Youth Clubs	VEC/PTA/ SMDC	Local Body (Gram Panchayat/ Municipality)	Others (please Specify)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.	Primary Schools i) Govt. ii) Local Body iii) Govt. Aided <hr/> Sub-Total (1) <hr/>							
2.	EGS/AIE Centres of Primary level i) EGS Centres ii) AIE Centres <hr/> Sub-Total (2) <hr/>							
3.	Total (1+2)							
4.	Out of (3) above, figures in respect Madaras/Maqtabs							

Part IV: Progress of Offtake of Foodgrains

Sl. No.	Item	(In Qtls.)		
		Wheat	Rice	Total
1.	Allocation for the financial year			
2.	Offtake: (i) Upto end of previous Quarter of the financial year. (ii) During Quarter under Review. (iii) Progressive Review Total (i+ii)			
3.	Progressive total of Offtake upto Corresponding Quarter of previous financial year			
4.	Reasons for major variation, if any.			

Part V: Progress of Utilization of Central Assistance towards Cooking Cost and Management, Monitoring & Evaluation

(MME)

Sl. No.	Nature of Central Assistance	Outstanding balance at beginning of financial year	Received during the financial year			Total of Cols. 3x6	Expenditure during the financial year			Unspent Balance at the end of the Qtr.	Remarks
			Upto end of Previ. Qtr.	During the Qtr.	Total		Upto end of Prev. Qtr.	During the Qtr.	Prog. Total		
1	2	3	4	5	6	7	8	9	10	11	12
1.	Assistance towards Cooking Cost										
2.	Assistance towards MME										
3.	Assistance for Implementation of Programme during Summer Vacation in Drought-affected Areas										
4.	Total (1+2+3)										

Part VI: Monitoring & Evaluation**A. Meetings of State-level Steering-cum-Monitoring Committee (SSMC)**

1. Date of Constitution of SSMC: -
2. Whether meeting of SSMC held during the Quarter: -
3. If yes, gist of important decisions: -
4. Date of last meeting prior to the one mentioned in (2): -

B. Major problems encountered/undesirable occurrences, if any, during the Quarter

If any mishaps occurred or major problems were encountered during the quarter in connection with the programme, please give details (including of action taken): -

C. Impact/Evaluation Studies Commissioned, if any, during the Quarter

Institute /Agency to which Commissioned	Objectives of Study	Area where study would be carried out	Date when commissioned	Time Limit for Receipt of Report

D. Major Conclusions of Impact/Evaluation Study Reports Received, if any, during the Quarter

Area where study carried out	Months during which study carried out, and Date of Report	Gist of Findings	Action taken on the Findings

Part VII: Implementation of Programme in Drought-affected areas during Summer Vacation [to be provided only for the First Quarter, April-June, and only if some parts of the State/UT declared Drought-affected]

Sl. No.	Name of District which was wholly or partly declared as Drought-affected	No. of Villages declared Drought-affected	No. of Children in Classes I-V actually provided cooked MDM in villages declared Drought-affected			No. of days of Summer Vacation during which Cooked MDM actually provided	Remarks
			Pri. Schools/EGS Centres	AIE Centres	Total		
1	2	3	4	5	6	7	8
	Total						

Date: _____

(Signature)
Secretary of the Nodal Department
Government/UT Administration of _____
Seal:

Government/UT Administration of _____
 _____ Department

**Utilization Certificate in respect of Foodgrains Lifted during Preceding Financial Year under NP-NSPE, 2006
 (Mid-Day Meal Scheme)**

Name of State/UT:-

Certified that quantity of foodgrains lifted by the State Government/UT Administration under the National Programme of Nutritional Support to Primary Education during financial year _____ has been utilized as under:-

(In Quintals)										
Sl. No.	Districts	Rice				Wheat				Total Unutilized Balance (wheat+rice) (6+10)
		Allocated	Lifted	Utilized	Balance (stock on hand)	Allocated	Lifted	Utilized	Balance (stock on hand)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1										
2										
3										
4										
.										
.										
Total										

Date:

(Signature)
 Secretary of the Nodal Department
 Government/UT Administration of _____
 Seal: