



सत्यमेव जयते



एक कदम स्वच्छता की ओर



सूचना का  
अधिकार

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**Joint Secretary (EE.I)**  
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भारत सरकार  
मानव संसाधन विकास मंत्रालय  
स्कूल शिक्षा और साक्षरता विभाग  
शास्त्री भवन

नई दिल्ली - 110 115

GOVERNMENT OF INDIA

MINISTRY OF HUMAN RESOURCE DEVELOPMENT  
DEPARTMENT OF SCHOOL EDUCATION & LITERACY

SHASTRI BHAWAN

NEW DELHI-110 115

D.O. No.9-2/2018 MDM 2-1

Dated the 12<sup>th</sup> December, 2017

Dear Sir,

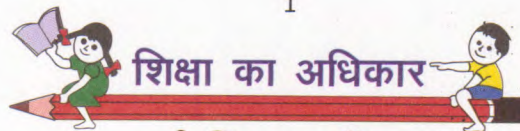
As you are aware that Centrally Sponsored Scheme "Mid-Day Meal in Schools" popularly known as Mid-Day Meal Scheme is a Flagship Programme of the Government of India. Ministry of Human Resource Development (MHRD) releases central assistance to the States/UTs as per the approved funding pattern for providing cooked mid-day meal on daily basis to all children studying in elementary classes (I-VIII) in all Government schools, Government-aided schools, Special Training Centres and Madrasas & Maqtabas supported under Sarva Shiksha Abhiyan (SSA).

2. A programme of the scale and magnitude of the Mid-Day Meal Scheme requires a robust and dynamic management structure at all levels and close cooperation and coordination with various agencies involved in the implementation of Scheme. At the National Level, the Department of School Education and Literacy has set up a Programme Approval Board-Mid Day Meal (PAB-MDM) under the chairpersonship of Secretary, School Education and Literacy. The PAB-MDM comprising experts and representatives from various Ministries/Departments of the Government of India meets before the beginning of each financial year to consider and approve the Annual Work Plan and Budgets (AWP&B) submitted by the State Governments and UT Administrations. The schedule of the PAB-MDM meetings for 2018-19 is enclosed for information & timely further necessary action etc.

3. The PAB-MDM meetings for the first batch of States/UTs namely Andhra Pradesh, Assam, Chandigarh, Kerala and Puducherry are scheduled to be held on 11<sup>th</sup> January, 2017 at New Delhi. In order to enable MHRD to appraise the AWP&B 2018-19, the States/UTs are required to submit their Annual Work Plan & Budget proposals along with write up portion and prescribed formats well in advance by giving information on management structure, fund flow system, Supply Chain Management of food grains, Payment to Food Corporation of India towards the cost of food grains, payment of honorarium to cook-cum-helpers, testing of meals, best practices followed by the States/UTs in the write up portion.

4. In the format portion, the States/UTs are required to submit information on the implementation of the scheme during first three quarters of 2017-18 by

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indicating the coverage of institutions and children against enrolment and PAB-MDM approval, utilisation of allocated funds for i) food grains; ii) cooking cost; iii) transport assistance; iv) honorarium to cook-cum-helpers; v) Management, Monitoring and Evaluation (MME); vi) Kitchen-cum-stores; vii) Kitchen devices; viii) testing of meals; ix) coverage of institutions through Centralised Kitchens of Civil Society Organizations; x) setting up of management structure; xi) setting up of Grievance Redressal Mechanism; xii) Social Audit; xiii) Capacity building of various stake holders; xiv) Community participation; xv) convergence with Rashtriya Bal Swasthya Karyakram (RBSK) of Ministry of Health & Family Welfare; xvi) action taken for operationalisation of MDM Rules; xvii) payment of Food Security Allowance (FSA) etc. Two new formats on kitchen gardens and enrolment of school children under Aadhaar have also been included in consultation with the States during the Workshops held at Goa and Bhubaneswar during November, 2017.

5. Further, it is to inform that the Government of India has decided to utilize pulses from the central buffer stock in the Mid-Day Meal Scheme. The pulses component will be provided by Government of India "in kind" from the central buffer. Consultations will be held with States/UTs shortly in this regard.

6. You are also advised to take up development of Kitchen gardens in convergence with MNREGA and Agriculture and Horticulture department in your respective States. Further, it is reiterated that payment of honorarium to Cook-cum-Helpers may be done on DBT mode through electronic transfer to their bank accounts.

7. Before submitting the AWP&B 2018-19, the States/UTs should ensure that the AWP&B has been approved by the State's Steering-cum-Monitoring Committee (SSMC). A confirmation may also be made in respect of following:

- i. The State is e-transferring the funds to all schools?
- ii. 100% payment of cost of food grains has been made to Food Corporation of India up to the previous month.
- iii. All bills of FCI for the previous years have been paid. If the payment of these bills are pending with the State/UTs, the reasons for the same may be indicated.
- iv. All the cook-cum-helpers have been paid honorarium on monthly basis up to the previous month of PAB meeting through e-transfer in to their bank accounts. If bank accounts of CCH have not been opened, the reasons for same may be given.
- v. Automated Monitoring System (AMS) has been operationalised.
- vi. Annual and Monthly data entry for 2017-18 has been completed up to the previous month of the PAB meeting.
- vii. Emergency Medical Plan is in place.
- viii. Action Taken Note on the commitments given by the State during PAB meetings of 2017-18 has been furnished to MHRD.
- ix. Separate MME Plan has been submitted by the State.

8. The plan should be submitted duly signed by the State/UTs Principal Secretary/Secretary of Education or the Nodal Department for implementation of Mid-Day Meal Scheme on or before the scheduled date of its submission. The State Plan along with all District Plans should also be uploaded on the MDM-MIS portal as was done for the year 2017-18.

9. You may advise the concerned officers to go through the formats of the State/District Plans for preparing a comprehensive Annual Work Plan & Budget 2017-18. The blank copies of the formats may be downloaded from the website [www.mdm.nic.in](http://www.mdm.nic.in). These formats should be filled carefully by providing all the relevant information envisaged there under. Any incomplete information in the write up portion or formats would delay the appraisal of the AWP&B 2018-19. In case any guidance is required, the concerned Officers/officials may contact Shri G.Vijaya Bhaskar, Director (MDM) on e-mail [vbgurala.edu@nic.in](mailto:vbgurala.edu@nic.in).

10. You are also requested to submit the AWP&B 2018-19 in digital mode/electronic mode after ensuring that the plan has been approved by SSMC and all information on various points mentioned in para 5 above have been provided.

With regards,

Yours sincerely,

**Encl: As above.**

Sd/-

(V. Shashank Shekhar)

Chief Secretaries of States/Administrator of UTs

Copy to:

1. Principal Secretaries/Secretaries (Education)/Nodal Department for Mid-Day Meal Scheme of all States/UTs.
2. Director (MDM) of all States/UTs
3. PPS to Secretary (SE&L), MHRD
4. PPS to Special Secretary, MHRD
5. Director (GVB)/Director (HK), MHRD
6. Under Secretaries/Section Officers in MDM Division of EE.I Bureau, MHRD
7. Senior Consultants / Consultants, TSG-MDM
8. Project Manager(TSG-MDM), Ed.CIL (India) Ltd, Vijaya Building, Barakhamba Road, New Delhi.

(V. Shashank Shekhar)