



**National Programme
of
Mid Day Meal in Schools
(MDMS)**

**Annual Work Plan & Budget
2018-19**

Name of the UT : Chandigarh

Mid Day Meal Programme Annual Work Plan and Budget 2018-19

1. Introduction:

1.1 Brief history

The National Programme of Nutritional Support to Primary Education (NP-NSPE) popularly known as Mid Day Meal (MDM) scheme aimed to cover all students in classes (I-VIII) in Govt./ Govt. aided Schools & Madrasas. The MDM scheme began in 1995 with dry meals in the form of fruit bread, baked porridge, raw wheat, rice and sweet/salted Mathis.

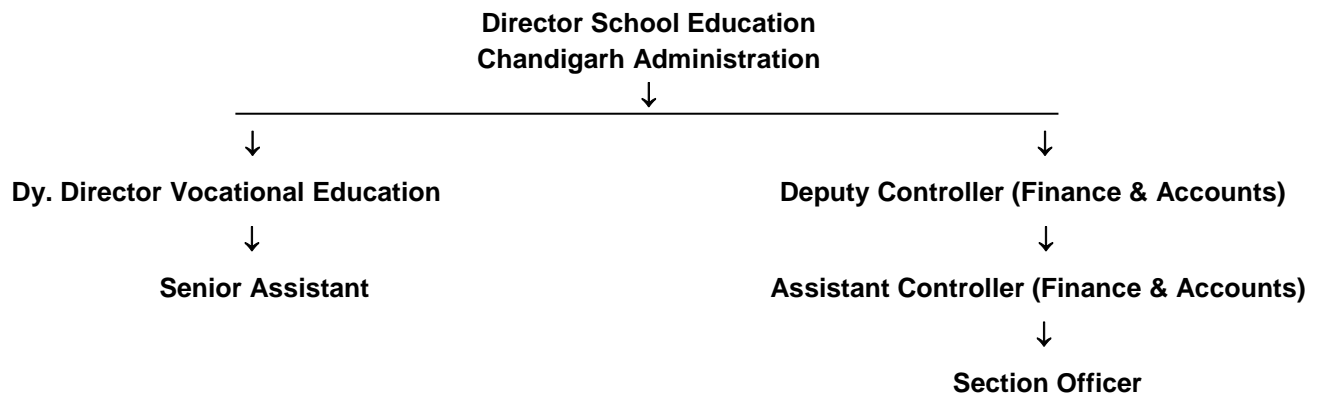
In January 2006, the scheme was converted to provide cooked meals on a trial basis. Subsequently this scheme was extended to all Govt./Govt. aided schools and Madrasas.

The objective of the programme is to give a boost to Universalization of Elementary Education (UEE) by increasing enrolment, attendance, retention and simultaneously improving the nutritional status of children in elementary classes.

1.2 Management structure

In UT, Chandigarh Management structure to implement the MDM Scheme at various level is as under:-

Management Structure at State Level



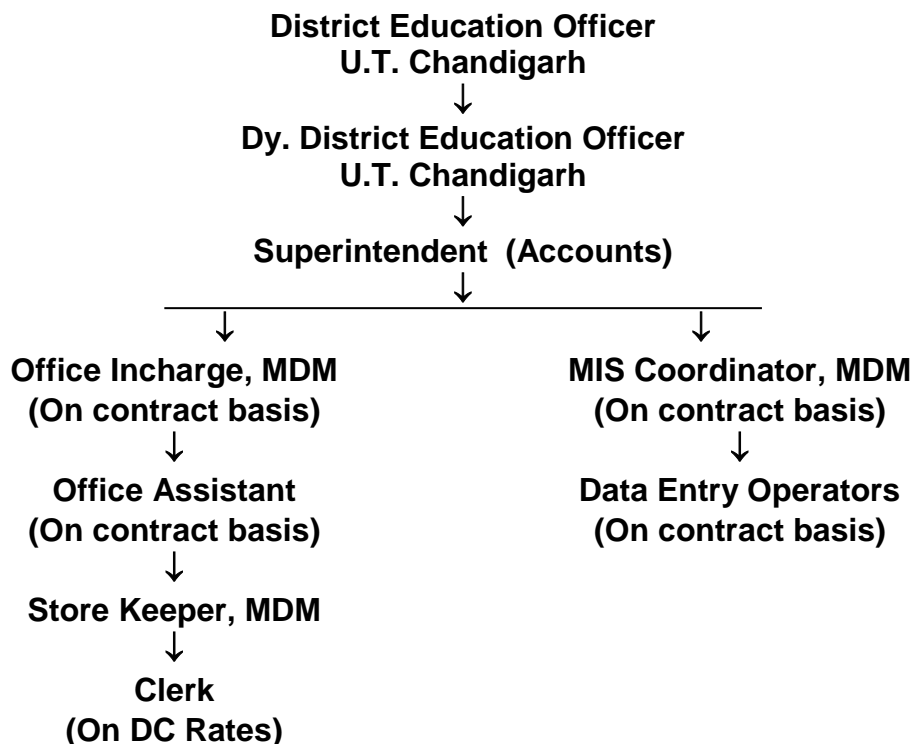
Role and responsibilities at each level is as under:-

A. Director School Education

- i. To oversee the implementation of Mid-Day Meal Scheme in addition to the duties of the post.

- B. Dy. Director Vocational Education
 - i. To look after work of MDMS in addition to the duties of the post.
 - ii. Chairperson/member of various committees
- C. Dy. Controller (Finance & Accounts)
 - i. To look after work of Accounts & Finance of the Schemes of MDM (additional duty).
- D. Assistant Controller (Finance & Accounts)
 - ii. To assist in maintaining Accounts & Finance to Dy. Controller (F & A). (additional duty).
- E. Section Officer
 - i. To assist in maintaining Accounts & Finance to Assistant Controller (F&A). (additional duty)
- F. Senior Assistant
 - i. To deal with all the matters relating to MDMS (additional duty).

Management Structure at District Level



(Inspectors and Supervisors (MDM) Posted in centralized kitchens on contract basis)

Role and responsibilities at each level is as under:-

- A. District Education Officer
 - i. To look after work of MDMS in addition to the duties of the post.

- ii. Drawing and Disbursing Officer of MDMS.
- iii. Inspection of MDMS
- B. Dy. District Education Officer
 - i. To look after work of MDMS as Nodal Officer in addition to the duties of the post.
 - ii. Inspection of MDMS
- C. Superintendent (Accounts)
 - i. To look after of all work related to MDMS in addition to duties of the post.
- D. Office Incharge, MDM
 - i. To look after of all work related to MDMS
- E. Office Assistant
 - i. To deal with all the matters relating to MDMS
- F. Store Keeper, MDM (additional duty)
 - i. To procure food-grains(wheat & rice) from the FCI Godown
 - ii. To provide food grains to the MDM kitchens, centralized kitchens and schools
 - iii. To maintain the stock/ distribution record of food grains
 - iv. To ensure safe storage of food-grains.
- G. Clerk
 - i. To put-up the cases and maintain the record of MDMS
- A. MIS Coordinator
 - i. To look after of all work related to MIS for MDMS.
 - ii. Other IT related work assigned by the authorities.
- B. Data Entry Operators
 - i. To collect and feed data into the MDM-MIS portal
 - ii. Any other work assigned by the authorities.

Inspectors and Supervisors (MDM)

- i. To supervise cooking process at cooking centres.
- ii. Checking/tasting of cooked food.
- iii. To check the Hygiene and cleanliness aspects in kitchen and its surrounding area.
- iv. To recheck the food by stirring with Specula(Karchhi) before loading/ handing over the cooked food to teacher Incharge MDM.
- v. To safely transport the meal upto the schools.

vi. To check the food container of the school before transferring the cooked meal into it.

1.3 Process of Plan Formulation at State and District level.

Cooked and whole some meal is served to eligible students. In order to ensure good quality and hygienic food following 3 reputed cooking institutes have been engaged to prepare and provide cooked meals:-

- (i) Dr. Ambedkar Institute of Hotel Management, Sector-42, Chandigarh.
- (ii) Chandigarh Institute of Hotel Management, Sector-42, Chandigarh.
- (iii) Chandigarh Industrial & Tourism Corporation (CITCO), Sector-17, Chandigarh.

Besides above, 7 School Based Cluster Kitchens are also being run in Govt. Model Sr. Sec. School, Sector-10, 15, 26, 44, 47 and Govt. Model High School, Sector-38 & 42 and covering 31 Schools.

In all 123 institutes (113 Govt. Schools, 6 Govt. Aided Schools and 4 Madarsas) have been covered under the Mid Day Meal Scheme. The data of children who opted for MDM for the year 2017-18 is as under:-

Total Enrolment (as on 30.09.2017)			No. of children opted for MDM			
	(Govt. + LB+GA)	Madarssa/ Maktab	Total	(Govt. + LB+GA)	Madarsa/ Maktab	Total
1	2	3	4	5	7	8
PRY.	54869	351	55220	45038	85	45123
U. PRY.	43362	172	43534	35936	65	36001
Total	98231	523	98754	80974	150	81124

LB= Local Body schools

GA= Govt. Aided schools

Note: There is no NCLP school in UT, Chandigarh.

The details of children approved by PAB for MDMS for the year 2017-18 and coverage of children for the year 2017-18 are as under:-

Coverage of Children

Institutions	2017-18	
	PAB Approval	Availed MDM
Primary	28585	28071
Upper Primary	17520	17205
Total	46105	45276

Working Days

Institutions	2017-18	
	PAB Approval	Actual Working Days
Primary	230	234
Upper Primary	230	234

The Plan Approval Board, on the basis of average no. of meals served during the period from 1.4.2016 to 31.12.2016, approved 28585 children of primary and 17520 children of upper primary for the year 2017-18 for serving them MDM and accordingly sanctioned Central Assistance under various components. Utilization of food-grains and funds during the year 2017-18 is as under:-

Food Grains Utilization

During the year 2017-18

(Qty. in MTs)

	Gross Allocation	Opening Balance	Lifted	Total Available	Utilization	% Utilization
Primary Rice and Wheat	657.44	89.34	338.50	427.84	391.24	59.50
Upper Pry. Rice and Wheat	604.44	54.75	325.40	380.15	357.71	59.18

Component wise budget utilization

(figures in lakh)

Component	Allocation			Utilization 2017-18		% Utilization	
	Centre Share	UT Share	UT Provision (Addl)	Centre	UT	Centre	UT Share
Cost of Food-grains	34.45	0	0	21.78	0	63.22	0
Cooking cost	520.56	0	349.82	520.09	349.82	99.91	100.00
Honorarium of CCH	80.00	0	128.25	79.07	128.25	98.83	100.00
Transportation Assistance	9.46	0	53.28	4.16	53.28	43.97	100.00
Monitoring Management, and Evaluation (MME)	30.00	0	44.65	30.00	44.65	100.00	100.00
Total	674.47	0	576.00	655.10	576.00	97.13	100.00

Taking into consideration the per day average number of meals served i.e. 45276 (28071 for Primary Stage children + 17205 for Upper Primary Stage children) during the year 2017-18 and

likely increase in the coverage of children under MDMS, Annual Work Plan and Budget 2018-19 is proposed as under:-

Proposals for 2018-19

Children proposed (per day) for 2018-19

Institutes	Children approved by PAB for 2016-17	Children covered during 2016-17	Children approved by PAB for 2017-18	Children covered during 2017-18	Children proposed for 2018-19
Primary	30000	27683	28585	28071	30000
U. Primary	20000	16967	17520	17205	20000
Total	50000	44649	46105	45276	50000

Working days proposed for 2018-19

Institutes	Working days approved for 2016-17	Working days covered during 2016-17	Working days approved for 2017-18	Working days covered during 2017-18	Working days proposed for 2018-19
Primary	230	235	230	234	230
U. Primary	230	235	230	234	230

Food-grains proposed for 2018-19

(Qty. in MT)

Institutes	Allocated for 2016-17	Utilized during 2016-17	Allocated for 2017-18	Utilized during 2017-18	Proposed for 2018-19 as per GOI norms
Primary					
Rice	414.00	271.54	394.46	290.43	414.00
Wheat	276.00	100.48	262.98	100.81	276.00
U. Primary					
Rice	414.00	293.14	362.66	266.93	414.00
Wheat	276.00	108.23	241.78	90.78	276.00
Total	1380.00	773.39	1261.88	748.95	1380.00

Management Monitoring and Evaluation (MME) Plan 2018-19 under MDM, Union Territory of Chandigarh

It is proposed to carry out the following activities under Management Monitoring and Evaluation (MME) Plan 2018-19.

Component proposed under MME Plan 2018-19.

- Salary of Existing Manpower
- Transport & Conveyance
- Office Expenditure
- Purchase of required Furniture, Computer Hardware and Accessories.
- Testing of cooked food samples of MDM
- Fortification of Foodgrains
- Expenditure on Automated Monitoring System (AMS)
- School Level Expenses

Financial Target as per AWP&B 2018-19 under MME : Rs. 109.96 Lakh (Rs. 40.00 Lakh Central Share and Rs. 69.96 Lakh State Share).

Actual physical and financial target under MME Plan 2018-19: Rs. 109.96 Lakh

Salary of Existing Manpower (Rs. 77.96 Lakh)

Sr. No.	Component	Unit	Finance (in Lakh)
1	Inspectors MDM	3	4.95
2	Supervisors MDM	20	30.80
3	Office Incharge	1	3.71
4	Office Assistant	1	2.53
5	MIS Coordinator	1	5.05
6	Data Entry Operator	2	4.90
7	Clerk	1	2.45
8	Organizers	7	6.93
9	Helpers Stores/Office	6	10.09
10	Professional Cook for Cluster Based Kitchen	7	6.55
	Total		77.96

Transport and Conveyance (Rs. 3.00 Lakh)

For the smooth functioning of MDMS, there is proposal to hire a non AC Taxi during the year 2018-19 for Inspections of Centralized/School based kitchens and other related requirements of MDMS as is being hired in previous year. For this a provision of Rs. 3.00 Lakh is being made in the Budget of 2018-19.

Office Expenditure (Rs. 3.00 Lakh)

For the smooth functioning of MDM office, a provision of Rs. 3.00 Lakh is being made to purchase the office Stationery, Expenses of Toll Free Telephone installed under MDMS, Publicity Expenses & other miscellaneous items.

Purchase of required Furniture, Computer Hardware and Accessories (Rs. 5.00 Lakh)

A provision of Rs. 5.00 Lakh is being made for purchase of Furniture, Computer Hardware & Accessories (like Printer Toner, Ink Refilling, Pen Drive, CDs etc.) during the year 2018-19.

Testing of Cooked Food & Foodgrains samples of MDM (Rs. 3.00 Lakh)

A provision of Rs. 3.00 Lakh is being made for sample testing of cooked food by 3 centralized kitchens & 7 School Based Cluster Kitchens once in a month from the NABL accredited Govt. approved Lab during the year 2018-19.

Fortification of Foodgrains (Rs. 5.00 Lakh)

A provision of Rs. 5.00 Lakh is being made for Fortification of Foodgrains during the year 2018-19.

Expenditure on Automated Monitoring System (Rs. 2.00 Lakh)

A provision of Rs. 2.00 Lakh is being made for SMS based Automated Monitoring System being implemented in UT Chandigarh during the year 2018-19.

School Level Expenses (Rs. 11.00 Lakh)

A provision of Rs. 11.00 Lakh is being made for School Level Expenses during the year 2018-19 as per detail given below :

1	Forms & Stationery	As per requirement	0.50
2	Repair/Maintenance of Cooking Devices, Utensils and Weighing Machines	As per requirement	5.00
3	Purchase of Soaps/Washing Powder/Phenyl/Towels for Hand Washing	As per requirement	3.00
4.	Purchase of Hand Gloves & Apperans	As per requirement	2.50
	Total		11.00

Per Meal Cooking Cost 2018-19

	Cooking Cost (w.e.f. 1.7.2016)	Centre Share (100% as per norms)	UT Share	Approx Cost	UT to Bear (Additional)
Primary	Rs. 4.13	Rs. 4.13	Nil	Rs. 7.08	Rs. 2.95
U. Primary	Rs. 6.18	Rs. 6.18	Nil	Rs. 9.59	Rs.3.41

Budget proposed for 2018-19

(Figures in Lakh)

Component	Centre Share			UT Share		
	Primary	Upper Primary	Total	Primary	Upper Primary	Total
Cost of Food Grain	17.94	17.94	35.88	-	-	
Cooking Cost	284.97	284.28	569.25	203.55	156.86	360.41
Transportation Assistance	5.18	5.18	10.36	46.00	30.00	76.00
Honorarium to Cook cum Helpers	48.00	34.50	82.50	96.00	69.00	165.00
MME (Primary + Upper Primary)	40.00	0	40.00	69.96	0	69.96
Total	396.09	341.90	737.99	415.51	255.86	671.37

Total Budget Sanctioned/Utilized for 2016-17:

Centre Share: 715.85/644.19

(CA Released in 2016-17 – Rs. 418.37)

UT Share: 488.00/488.00

Total Budget Sanctioned/Utilized for 2017-18:

Centre Share: 674.47/655.10

UT Share: 576.00/576.00

Total Budget Proposed – 2018-19 (Approx) :

Centre Share: 737.99

UT Share: 671.37

- Description and assessment of the programme implemented in the current year (2017-18) and proposal for next year (2018-19) with reference to:**

2.1 Regularity and wholesomeness of mid - day meals served to children; interruptions if any and the reasons therefor problem areas for regular serving of meals and action taken to avoid Interruptions in future.

Cooked and whole some meal is being provided in successful and smooth manner as per scheduled programme in all the Govt./Govt. Aided Schools and Madarssas regularly without any interruptions and scheme will continue to be implemented in the same manner during the next year 2018-19 with improvement wherever any deficiency is experienced during the course of implementation.

2.2 System for cooking, serving and supervising mid-day meals in the schools

The cooking of food is being managed through 3 reputed cooking institutes namely Chandigarh Institute of Hotel Management and Catering Technology, Sector-42, Chandigarh, Dr. Ambedkar Institute of Hotel Management, Catering & Nutrition, Sector-42, Chandigarh & Chandigarh Industrial and Tourism Development Corporation (CITCO), Sector-17 . MDM in these institutes is supervised by the retired personnel. Engaged Inspectors/Supervisors also monitor the cooking and distribution of cooked meals and other procedures like quality, hygiene and other factors concerning the meals, on daily basis. Heads of schools also monitor the same parameters on daily basis. Wherever there is report of excess/shortage/unhygienic conditions, the same is redressed immediately in co-ordination with cooking institutes.

2.3 Details about weekly Menu.

2.3.1 Weekly Menu – Day wise

1. Prantha Based Menu: From Dr. Ambedkar Institute of Hotel Management, Sector-42, Chandigarh.

Day	Menu	Rate (Per Meal)
Monday	Prantha + Rajmah	Rs. 8.94 for both Primary and Upper Primary Children
Tuesday	Prantha + Karhi Pakora	
Wednesday	Prantha + Dal Chana + Vegetable	
Thursday	Prantha + Rajma	
Friday	Prantha + Karhi Pakora	
Saturday	Prantha + Mix Dal	

2. Veg. Pulao Based Menu: Chandigarh Industrial & Tourism Corporation (CITCO), Sector-17, Chandigarh.

Day	Menu	Per meal rates
Monday	Veg. Pulao + Dal Channa with Veg	Rs. 7.20 for Primary and Rs. 9.17 for Upper Primary
Tuesday	Veg. Pulao + Karhi with veg. Pakoras	
Wednesday	Veg. Pulao + Dal Channa with Veg	
Thursday	Veg. Pulao + Rajmah	
Friday	Veg. Pulao + Karhi with veg. Pakora	
Saturday	Veg. Pulao + Rajmah	

3. Veg. Pulao Based Menu: Chandigarh Institute of Hotel Management, Sector-42, Chandigarh.

Day	Menu	Per meal rates
Monday	Veg. Pulao + Dal Arhar	Rs. 7.20 and Rs. 0.61 additional for Nutri (2 Days) for Primary Rs. 9.17 and Rs. 0.72 additional for Nutri (2 Days) for Upper Primary
Tuesday	Veg. Pulao + Karhi Nutri	
Wednesday	Veg. Pulao + Mix Dal	
Thursday	Veg. Pulao + Rajmah	
Friday	Veg. Pulao + Karhi pakora	
Saturday	Veg. Pulao + Nutri Aalo Mattar	

2.3.2 Additional Food items provided (fruits/milk/any other items), if any from State/UT resources. Frequency of their serving alongwith per unit cost per day.

No

2.3.3 Usage of Double Fortified Salt and Fortified Edible Oil; their availability and constraints, if any, for procuring these items.

Only Double Fortified Salt is being used in the School Based Cluster Kitchens which is being procured from Hindustan Salt Ltd. (Govt. of India undertaking). In addition, Fortified Wheat Flour and Rice are also being used for Mid Day Meal.

2.3.4 At what level menu is being decided / fixed,

At the level of Education Secretary

2.3.5 Provision of local variation in the menu, Inclusion of locally available ingredients/items in the menu as per the liking/taste of the children

Yes

2.3.6 Time of serving meal.

For Morning between 10:00 am to 11:00 am and Evening 1:00 pm to 2:00 pm

2.4 Fund Flow Mechanism - System for release of funds (Central share and State share).

2.4.1 Existing mechanism for release of funds up to school/ implementing agency levels.

From Directorate to District Education Officer and further DEO to implementing agency through e-transfer.

2.4.2 Mode of release of funds at different levels,

Through e-Transfer.

2.4.3 Dates when the fund released to State Authority / Directorate / District / Block / Gram Panchayat and finally to the Cooking Agency / School.

Centre to UT	Directorate to DEO	DEO to Implementing Agencies
27.4.2017, Rs. 168.62 Lakh (Adhoc grant)	16.5.2017, Rs. 168.62 Lakh (Adhoc grant)	To Centralized Cooking Institutes on the receipt of bills and to Schools on
14.7.2017, Rs. 233.00 Lakh (1 st Installment)	10.8.2017, Rs. 233.00 Lakh (1 st Installment)	1.6.2017, 21.7.2017, 5.9.2017, 9.11.2017, 21.12.2017, 8.1.2018, 17.1.2018, 24.1.2018, 13.2.2018 19.2.2018, 22.2.2018, 12.3.2018 & 20.3.2018.
30.11.2017, Rs. 133.87 Lakh (2 nd Installment, Part-I)	26.12.2017, Rs. 133.87 Lakh (2 nd Installment, Part-I)	
10.1.2018, Rs. 133.86 Lakh (2 nd Installment, Remaining Part)	15.2.2018, Rs. 133.86 Lakh (2 nd Installment, Remaining Part)	

2.4.4 Reasons for delay in release of funds at different levels.

Procedural Delay.

2.4.5 In case of delay in release of funds from State/ Districts, how the scheme has been implemented by schools/ implementing agencies.

Scheme is implemented with State Funds which are received in the month of April every year.

2.4.6 Initiatives taken by the State for pre-positioning of funds with the implementing agencies in the beginning of the year.

Funds are transferred to Centralized Cooking Institutes/Implementing agencies as per their requirement from the State Budget in the beginning of the year.

2.5 Food grains management,

2.5.1 Time lines for lifting of foodgrains from FCI Depot- District wise lifting calendar of foodgrains.

Foodgrains is being lifted on monthly basis.

2.5.2 System for ensuring lifting of FAQ foodgrains (Joint inspections at the time of lifting etc.).

The management of food grains is monitored and supervised by the committee consisting of following members:-

- i. The District Education Officer
- ii. The Director Health Services
- iii. District Food & Supply Officer
- iv. Principal of Govt. Sr. Sec. Schools
- v. Representative of FCI

2.5.3 Is there any incident when FAQ food grain was not provided by FCI. If so, the action taken by the State/District to get such foodgrain replaced with FAQ food grain. How the food grain of FAQ was provided to implementing agencies till replacement of inferior quality of food grain from FCI was arranged.

No

2.5.4 System for transportation and distribution of food grains.

Food-grains (wheat & rice) are transported by trucks from FCI godowns located around Chandigarh to departmental store. Wheat is further supplied from departmental store to the miller for processing/grinding as per requirement of Atta. Atta is lifted from millers for delivery to cooking institutes on weekly basis and rice is lifted from store to cooking institutes on weekly basis and managed smoothly. Above system is running smoothly and is also likely to continue during the next year 2018-19 as per actual requirement.

2.5.5 Whether unspent balance of foodgrains with the schools is adjusted from the allocation of the respective implementing agencies (Schools/SHGs/Centralised Kitchens) Number of implementing agencies receiving foodgrains at doorstep level.

Yes, 3 Centralised Cooking Institutes and 7 School Based Cluster Kitchens.

2.5.6 Storage facility at different levels in the State/District/Blocks/Implementing agencies after lifting of food grains from FCI depot.,

Foodgrain stock is stored in 5 schools at GGMSSS-20, GMHS-22, GHS-19, 30 & 35. Further storage facility is available in the Centralized Cooking Institute as well as School Based Cluster Kitchens.

2.5.7 Challenges faced and plan to overcome them.

No

2.6 Payment of cost of foodgrains to FCI.

2.6.1 System for payment of cost of foodgrains to FCI; whether payments made at district level or State level

Through RTGS, at District Level

2.6.2 Status of pending bills of FCI of the previous year(s) and the reasons for pendency.

NIL

2.6.3 Timelines for liquidating the pending bills of previous year(s).

NA

2.6.4 Whether meetings are held regularly in the last week of the month by the District Nodal Officers with FCI as per guidelines dated 10.02.2010 to resolve the issues relating to lifting, quality of food grains and payment of bills.

Yes

2.6.5 Whether the District Nodal Officers are submitting the report of such meeting to State Head quarter by 7th of next month.

State Head quarter is apprised verbally.

2.6.6 The process of reconciliation of payment with the concerned offices of FCI.

Reconciliation is done telephonically once in a quarter.

2.6.7 Relevant issues regarding payment to FCI.

No issue.

2.6.8 Whether there is any delay in payment of cost of food grains to FCI. If so, the steps taken to overcome the delay.

No Delay.

2.7 Cook-cum-helpers

2.7.1 Whether the State follows the norms prescribed by MHRD for the engagement of cook-cum-helpers or it has its own norms.

Norms prescribed by MHRD.

2.7.2 In case, the State follows different norms, the details of norms followed may be indicated.

NA

2.7.3 Is there any difference in the number of cook-cum-helpers eligible for engagement as per norms and the CCH actually engaged.

No, 793 CCH have been engaged as per norms.

2.7.4 System and mode of payment, of honorarium to cook-cum-helpers and implementing agencies viz. NGOs / SHGs / Trust / Centralized kitchens etc.

Funds are e-transferred by the DEO to the Principals/Heads of the schools in advance on monthly/quarterly basis as per strength of cook-cum-helpers engaged by them after getting the approval of competent authority. Principals/Heads of the schools remit the honorarium in the bank account of cook-cum-helpers on monthly basis.

2.7.5 Whether the CCH were paid on monthly basis.

Yes

2.7.6 Whether there was any instance regarding irregular payment of honorarium to cook-cum-helpers and reason thereof. Measures taken to rectify the problem.

No

2.7.7 Rate of honorarium to cook-cum-helpers,

Rs. 3000/- per month (Centre Share-Rs.1000/-, UT Share-Rs.2000/-)

2.7.8 Number of cook-cum-helpers having bank accounts,

All 793 Cook-cum-helpers having Bank A/cs.

2.7.9 Number of cook-cum-helpers receiving honorarium through their bank accounts,

All 793

2.7.10 Provisions for health check-ups of Cook-cum-Helpers,

All the Principals/Heads of schools have been directed to get health checkup of cook-cum-helpers engaged by them and schools are following the directions and Health check-ups done twice in a year.

2.7.11 Whether cook-cum-helpers are wearing head gears and gloves at the time of cooking of meals.

Yes

2.7.12 Modalities for apportionment of cook-cum-helpers engaged at school level and working at centralized kitchens, in case of schools being served through centralized kitchens,

Cook-cum-helpers are engaged from disadvantage group, Mothers of School children and other females by the Head of schools in consultation with the SMC members.

2.7.13 Mechanisms adopted for the training of cook cum helpers. Total number of trained cook cum helpers engaged in the cooking of MDMs. Details of the training modules; Number of Master Trainers available in the State; Number of trainings organized by the Master Trainers for training cook-cum-helpers.

As per instructions received from MHRD, GOI Cook-cum-helpers are to be trained as Master Trainers through Hotel Management Institutes and Food Craft Institute. In pursuance of these instructions, Chandigarh Institute of Hotel Management and Dr. Ambedkar Institute of Hotel Management have been requested to impart for training to CCH.

Detail of the training modules:

- (a) Knowledge dissemination regarding the caloric and nutritive values of MDM.
- (b) Methods of cooking for retaining the nutritive value of cooking ingredients.
- (c) Awareness regarding issues of malnutrition and also benchmark of nutrition.
- (d) Importance of Hand Washing.
- (e) General health and Hygienic practices and concerns.
- (f) Communication skill.

96 Cook-cum-helpers have been trained as Master Trainers in UT Chandigarh.

32 Cook-cum-helpers have been trained by the Master Trainers in 8 batches on cascade basis.

2.7.14 Whether any steps have been taken to enroll cook-cum-helpers under any social security schemes i.e Pradhan Mantri Jan Dhan Yojana, Pradhan Mantri Suraksha Bima Yojana, Pradhan Mantri Jeevan Jyoti Bima Yojana etc. and number of cooks benefitted through the same.

Yes - Pradhan Mantri Suraksha Bima Yojana.

2.8 Procurement and storage of cooking ingredients and condiments

2.8.1 System for procuring good quality (pulses, vegetables including leafy ones, salt, condiments, oil etc. and other commodities.

In UT, Chandigarh, Education Department has outsourced the cooking of MDM. Three cooking institutes are preparing and providing cooked food under MDM scheme. Cluster based MDM kitchens are being run in Seven schools i.e. GMSSS-10, 15, 26TM, 44 & 47 and GMHS-38 & 42. Concerned institutes procure cooking ingredients at their own level. All the cooking institutes/kitchens Heads have been directed to ensure the quality of pulses edible oils and condiments should be Agmark and double fortified salt is used for cooking Mid Day Meal.

2.8.2 Whether First In and First Out (FIFO) method has been adopted for using mdm ingredients such as pulses, oil/fats. condiments salt etc. or not.

Yes

2.8.3 Arrangements for safe storage of ingredients and condiments in kitchens.

Air tight Jars/Containers are being used for safe storage of ingredients and condiments, by the cooking institutes.

2.8.4 Steps taken to ensure implementation of guidelines dated 13.02.2015 on food safety and hygiene in school level kitchens under Mid Day Meal Scheme.

All the Heads of Cooking Institutes, School Based Cluster Kitchens and Regional Manager, FCI have been directed for immediate compliance of MDM guidelines dated 13.02.2015.

2.8.5 Information regarding dissemination of the guidelines up-to school level.

Each and every instructions/Guidelines issued by the MHRD, GOI is endorsed to all Principals/Heads of School for strict compliance.

2.9 Type of Fuel used for cooking of Mid Day Meals – LPG, Smokeless Chulha, Fire wood etc.

LPG

2.9.1 Number of schools using LPG for cooking MDM

In UT Chandigarh Hot and Cooked MDM is supplied to 123 schools through 7 School Based Cluster Kitchens and 3 Centralized Cooking Institutes. All the Kitchens are using LPG for Cooking of MDM.

2.9.2 Steps taken by State to provide LPG as fuel in MDM in all schools.

NA

2.9.3 Expected date by which LPG would be provided in all schools.

NA

2.10 Kitchen-cum-stores.

2.10.1 Procedure for construction of kitchen-cum-store,

10 Kitchens cum stores have been sanctioned for UT Chandigarh. Out of these 7 Kitchens cum stores have been got constructed from the Engineering department of Chandigarh Administration at GMSSS-10, 15, 26TM, 44, 47 and GMHS-38 & 42. To construct 3 more kitchens cum stores at GMSSS-23A, GMHS-29 & GMSSS-40, matter has been taken up with MHRD, GOI for approval of funds.

2.10.2 Whether any standardized model of kitchen cum stores is used for construction.

Yes

2.10.3 Details of the construction agency and role of community in this work.

Engineering Department of Chandigarh Administration.

2.10.4 Kitchen cum stores constructed through convergence, if any

NA

2.10.5 Progress of construction of kitchen-cum-stores and target for the next year.

To construct 3 more kitchens cum stores at GMSSS-23A, GMHS-29 & GMSSS-40, matter has been taken up with MHRD, GOI for approval of funds.

2.10.6 The reasons for slow pace of construction of kitchen cum stores, if applicable.

NA

2.10.7 How much interest has been earned on the unutilized central assistance lying in the bank account of the State/implementing agencies

NIL

2.10.8 Details of the kitchen cum stores constructed in convergence. Details of the agency engaged for the construction of these kitchen cum stores.

NIL

2.11 Kitchen Devices

2.11.1 Procedure of procurement of kitchen devices from funds released under the Mid Day Meal Programme

Kitchen devices are procured through tenders.

2.11.2 Status of procurement of kitchen devices

No pendency.

2.11.3 Procurement of kitchen devices through convergence or community/CSR

NIL

2.11.4 Availability of eating plates in the schools. Source of procurement of eating plates.

Yes, Eating plates are purchased after calling quotation/tender as per provision under GFR.

2.12 Measures taken to rectify

2.12.1 Inter-district low and uneven utilization of food grains and cooking cost

NA

2.12.2 Intra-district mismatch in utilization of food grains and cooking cost.

NA

2.12.3 Mismatch of data reported through various sources (QPR, AWP&B, MIS etc)

No

2.13 Quality of food

2.13.1 System of Tasting of food by teachers/community. Maintenance of tasting register at school level.

At the time of receipt of MDM from the centralized kitchens, teacher Incharge MDM and SMC members check the taste and quality before distribution to the students. A register has also been maintained by the concerned teacher to record about the same at each school.

2.13.2 Maintenance of roster of parents, community for the presence of atleast two parents in the school on each day at the time of serving and tasting of mid day meal.

Yes

2.13.3 Testing of food sample by any recognized labs for prescribed nutrition and presence of contaminants such as microbes, e-coli. Mechanism to check the temperature of the cooked MDM.

Yes, Cooked food is being got tested from the food laboratory once in a month. As per Information gathered from Idma Laboratories Ltd., Panchkula, Temperature of Cooked MDM is checked by Thermometer.

2.13.4 Engagement of / recognized labs for the testing of Meals.

Recognized Lab M/s Idma Laboratories Ltd., Panchkula has been engaged for testing of Meals.

2.13.5 Details of protocol for testing of Meals, frequency of lifting and testing of samples.

As per norms fixed by GOI, Samples of cooked food are collected by M/s Idma Laboratories Ltd. from the Centralized and School Based Cluster Kitchens once in a month.

2.13.6 Details of samples taken for testing and the results thereof.

Details of some samples taken and results thereof is as under :

Samples Taken	Kardhi Pakora & Veg Pulao (CITCO-17)	Rajma & Prantha (AIHM-42)	Daal & Veg. Pulao (CIHM-42)	Rice, White Chana & Chapati (GMHS-38 School Cluster Ktichen)
Fat (gm)	5.26	5.42	5.30	5.04
Protein (gm)	12.28	12.37	12.27	12.23

Energy (Kcal)	465.8	472.1	477.2	461.33
Moisture (% by mass)	64.27	60.71	63.60	39.43
Escherichia coli	Absent	Absent	Absent	Absent

2.13.7 Steps taken to ensure implementation of guidelines issued with regard to quality of food.

- All the Senior Officers of Chandigarh Administration and Officers of Education Department monitor the MDM activities.
- Senior Officers monitor the implementation of MDM programme at the Cooking Institutes and Schools. They check the taste, quality, quantity of MDM and hygiene.
- School Management committees monitor the implementation of MDM programme in the schools.
- Four committees consisting of Cluster heads, SMC members and NGOs also monitor the MDM activities at the schools and MDM kitchens.
- Department has engaged one Inspector for each centralized kitchen for monitoring the cooking of MDM. Besides this, 20 Supervisors are also engaged who go with the mini trucks to ensure hygienic delivery of cooked meals in the Schools. The MDM is handed over to the Teacher Incharge of MDM in the School who check and taste the quantity and quality.
- The MDM is distributed to the students in the class rooms by the cook-cum helpers engaged for the purpose, in the presence of Teachers. Teachers also taste the MDM in the class rooms before its distribution.

2.14 Involvement of NGOs / Trusts.

2.14.1 Modalities for engagement of NGOs/Trusts for serving of MDM through centralized kitchen.

NA

2.14.2 Whether NGOs/ Trusts are serving meal in rural areas

No

2.14.3 Maximum distance and time taken for delivery of food from centralized kitchen to schools

NA

2.14.4 Measures taken to ensure delivery of hot cooked meals to schools

NA

2.14.5 Responsibility of receiving cooked meals at the schools from the centralized kitchen,

NA

2.14.6 Whether sealed containers are used for supply of meals to schools,

NA

2.14.7 Tentative time of delivery of meals at schools from centralized kitchen.

NA

2.14.8 Availability of weighing machines for weighing the cooked MDM at school level prepared at centralized kitchen.

NA

2.14.9 Testing of food samples at centralized kitchens.

NA

2.14.10 Whether NGO is receiving grant from other organizations for the mid day meal. If so, the details thereof.

NA

2.15 Systems to ensure transparency and accountability in all aspects of programme implementation,

2.15.1 Display of logo, entitlement of children and other information at a prominent visible place in school

Yes

2.15.2 Dissemination of information through MDM website

Yes

2.15.3 Provisions for community monitoring at school level i.e. Mother Roaster, Inspection register,

Yes

2.15.4 Tasting of meals by community members,

Yes

2.15.5 Conducting Social Audit

Heads of the School have been directed to conduct the social audit at their level for MDMS.

2.16 Capacity building and training for different stakeholders

2.16.1 Details of the training programme conducted for State level officials, SMC members, school teachers and others stakeholders

- Cook-cum-helpers have been trained by their colleagues in a cascade model of training on regular basis.

2.16.2 Details about Modules used for training, Master Trainers, Venues etc.

- Role as a Food Handler.
- Personal Grooming & Hygiene.
- Food Storage.
- Food Safety & Food Safety Act.
- Pest Control.
- Accidents/Precaution.
- Garbage Disposal.
- Food Distribution.
- Ethics & Values.

2.16.3 Targets for the next year.

Training will be imparted to Teachers, Inspectors, Supervisors & CCH.

2.17 Management Information System at School, Block, District and State level and its details.

2.17.1 Procedure followed for data entry into MDM-MIS Web portal

Data is being collected from all the schools of UT Chandigarh by the Office of District Education Officer and centrally entered into MDM-MIS Web Portal.

2.17.2 Level (State/ District/ Block/ School) at which data entry is made

District Level.

2.17.3 Availability of manpower for web based MIS

Department has deployed One MIS Coordinator and One Data Entry Operator for the same.

2.17.4 Mechanism for ensuring timely data entry and quality of data

Instructions have been issued to all the School Heads to supply the data within time frame and received data is reconciled with the departmental figures before the entry.

2.17.5 Whether MIS data is being used for monitoring purpose and details thereof.

Yes, State/District Level reports are being used to monitor/identify the low coverage/weaker section of area, availability of basic amenities, detail of cook-cum-helpers engaged, health checkups, etc.

2.18 Automated Monitoring System (AMS) at School, Block, District and State level and its details.

2.18.1 Status of implementation of AMS

SMS based Automated Monitoring System has been implemented in UT Chandigarh through NIC Chandigarh with NIC HP Model.

2.18.2 Mode of collection of data under AMS (SMS/IVRS/Mobile App/Web enabled)

SMS Based.

2.18.3 Tentative unit cost for collection of data.

UT Chandigarh has adopted SMS based Model of NIC HP and they have not yet demanded per unit cost for collection of data.

2.18.4 Mechanism for ensuring timely submission of information by schools

All the Heads of Schools directed to send the SMS on daily basis upto 3:00 pm.

2.18.5 Whether the information under AMS is got validated.

Yes

2.18.6 Whether AMS data is being used for monitoring purpose and details thereof.

Yes, to match the data with Monthly Reports.

2.18.7 In case, AMS has not been rolled out, the reasons therefor may be indicated alongwith the time lines by which it would be rolled out.

NA

2.19 Details of Evaluation studies conducted by State/UT and summary of its findings.

No Evaluation Studies have been conducted during the year 2017-18.

2.20 Write up on best/ innovative practices followed in the State alongwith some high resolution photographs of these best / innovative practices.

- Kitchens gardening has been started in school level kitchens from which fresh brinjal, palak, coriander, garlic, Methi, Palak etc is obtained for preparation of MDM.
- CCTV Cameras have been installed in the all centralized kitchens and school level kitchens.
- Kitchen waste is utilized for preparation of compost.
- Teachers Incharge MDM got trained from Chandigarh Institute of Hotel Management.
- All the Senior Officers working in Chandigarh Administration and Officers of Education Department monitor of MDM activities, at the cooking institutes/school levels. They check the taste, quality, quantity of MDM and hygiene.
- Feedback from the students is taken on the Performa devised by the department to redress complaints of the students and improve quality of the MDM.
- To redress the grievances of the parents/stakeholder and general public a helpline Toll Free No. 1800-180-2053 is available in office of District Education Officer, UT Chandigarh.
- Mechanized transportation has been introduced to ensure timely delivery of hot meals in Schools.

2.21 Untoward incidents

2.21.1 Instances of unhygienic food served, children falling ill

NIL

2.21.2 Sub-standard supplies,

NIL

2.21.3 Diversion/ misuse of resources,

No

2.21.4 Social discrimination

No

2.21.5 Action taken and safety measures adopted to avoid recurrence of such incidents. Whether Emergency Plan exists to tackle any untoward incident.

NA

2.22 Status of Rastriya Bal Swasthya Karyakram

2.22.1 Provision of micro- nutrients, de-worming medicine, Iron and Folic acid (WIFS).

Yes

2.22.2 Distribution of spectacles to children with refractive error,

Yes, 590 spectacles given to children by Health Department of Chandigarh Administration.

2.22.3 Recording of height, weight etc.

Yes, 88227 Children covered for Weight, Height Measurement & Health check-up.

2.22.4 Number of visits made by the RBSK team for the health check-up of the children.

1359

2.23 Present monitoring structure at various levels. Strategy for establishment of monitoring cell at various levels viz. Block, District and State level for effective monitoring of the scheme.

- There is only one District in UT, Chandigarh.
- All the Senior Officers of Chandigarh Administration and Officers of Education Department monitor the MDM activities.
- Senior Officers monitor the implementation of MDM programme at the Cooking Institutes and Schools. They check the taste, quality, quantity of MDM and hygiene.
- School Management committees monitor the implementation of MDM programme in the schools.
- Four committees consisting of Cluster heads, SMC members and NGOs also monitor the MDM activities at the schools and MDM kitchens.
- Department has engaged one Inspector for each centralized kitchen for monitoring the cooking of MDM. Besides this, 20 Supervisors are also engaged who go with the mini trucks to ensure hygienic delivery of cooked meals in the Schools. The MDM is handed over to the Teacher Incharge of MDM in the School who check and taste the quantity and quality.
- The MDM is distributed to the students in the class rooms by the cook-cum helpers engaged for the purpose, in the presence of Teachers. Teachers also taste the MDM in the class rooms before its distribution.

2.24 Meetings of Steering cum Monitoring Committees at the Block, District and State level

2.24.1 Number of meetings held at various level and gist of the issues discussed in the meeting,

State Level Meeting-1

Issues taken up (Held on 14.3.2018)

- Requirements of NAFED for procurement of pulses
 - a. Preparatory steps to be taken for supply of pulses by NAFED.
 - b. Constitution of Committee for drawing sample of milled pulses at delivery points, assaying of samples and providing test results of the stock delivered
 - c. Storage of food grain and pulses under MDMS
- Addition of Items For Supplementary Nutrition

2.24.2 Action taken on the decisions taken during these meetings.

- Requirements of NAFED for procurement of pulses

As per decision taken by the SSMC, the order for supply of pulses has been placed to NAFED as well as to MHRD.

a. Preparatory steps to be taken for supply of pulses by NAFED.

Necessary information has been supplied to the MD, NAFED, New Delhi on 5.4.2018 in the requisite formats issued by them for supply of pulses as approved by the SSMC.

b. Constitution of Committee for drawing sample of milled pulses at delivery points, assaying of samples and providing test results of the stock delivered.

The SSMC approved the committee for drawing sample of milled pulses at delivery points, assaying of samples and providing test results of the stock delivered.

c. Storage of food grain and pulses under MDMS.

The SSMC decided that at this stage pulses shall be stored in the existing MDM store at Govt. Model High School, Sector-22, Chandigarh. Education Department will take up the matter with Department of Food & Supplies for handing over their godown situated at Industrial Area, Phase-1, Chandigarh for the storage of entire food grain received under Mid Day Meal Scheme including pulses after getting it repaired from the Engineering Department. Accordingly, Director Food & Supplies has been requested to handover their Godown after getting it repaired from the Engineering Department vide letter no. DEO-UT-MDM-193-2018/7776 dated 5.4.2018.

• **Addition of Items For Supplementary Nutrition**

It was purposed in the meeting that food being supplied to the students need to be made nutritious and supplementary by providing Milk, Egg & Banana to the students once in a week. For which additional funds of Rs. 840 Lakh approximately would be required from state budget.

On this SSMC decided that first of all Education Department shall refer the matter to the Finance Department, Chandigarh Administration for its concurrence to consider and examine the proposal before placing the same to SSMC. As directed by the SSMC, matter has been referred to the Finance Department for examine and concurrence through Administrative Department.

2.25 Frequency of meeting of District Level Committee held under the chairmanship of senior most MP of the District to monitor the scheme. Gist of the issues discussed and action taken thereon.

Meeting of District Level Committee held on 6.09.2017 under the Chairmanship of MP.

Issues discussed :

• **Exploring the feasibility of giving the work of MDM to ISKCON and Akshay Patra Foundation.**

Director School Education apprised that this issue was discussed in the meeting of SSMC held on 18.1.2017 and SSMC didn't approve the proposal of giving/assigning the work of MDM to ISKCON/Akshay Patra Foundation without calling the Expression of Interest.

2.26 Arrangement for official inspections to MDM centers/schools and percentage of schools inspected and summary of findings and remedial measures taken.

- All the Senior Officers of Chandigarh Administration and Officers of Education Department monitor the MDM activities.

- Senior Officers monitor the implementation of MDM programme at the Cooking Institutes and Schools. They check the taste, quality, quantity of MDM and hygiene.
- School Management committees monitor the implementation of MDM programme in the schools.
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- Department has engaged one Inspector for each kitchen for monitoring the cooking of MDM. 20 Supervisors MDM are engaged who go with the mini trucks to ensure hygienic delivery of cooked meals in the Schools. The MDM is handed over to the Teacher Incharge of MDM in the School who check and taste the quantity and quality.
- The MDM is distributed to the students in the class rooms by the cook-cum helpers engaged for the purpose, in the presence of Teachers. Teachers also taste the MDM in the class rooms before its distribution.

100% inspections have been carried out by the inspection committees.

Findings of the inspection reports are as under :

- From the perusal of inspection reports received from senior officers mentioned above, it has been observed that mainly no adverse remarks were reported except suggestions to add more Variety of dishes in the existing MDM menu.
- Above said suggestions are under consideration with the department.

2.27 Details of the Contingency Plan to avoid any untoward incident. Printing of important phone numbers (eg. Primary health center, Hospital, Fire brigade etc) on the walls of school building.

- All the School Heads have been directed to display the Addresses & Contact Nos. of the following at the prominent place in their respective schools : -
 - ✓ District Magistrate
 - ✓ Hospital/Dispensary
 - ✓ Police Station
 - ✓ Fire Service Station
 - ✓ Ambulance
- Director Health & Family Welfare, Director Principal, Medical College & Hospital Sec-32 and Commissioner Municipal Corporation have been requested to direct the

Medical officers of Hospital and civil dispensaries to immediately provide medical assistance/treatment in case of emergent call made by any school incharge.

2.28 Grievance Redressal Mechanism

2.28.1 Details regarding Grievance Redressal at all levels,

Steering-cum-Monitoring Committee at District Level is already constituted. Grievances/complaints relating to MDM received on telephone helpline no. 5021697/Toll Free No. 1800-180-2053 and By Daak in the office.

2.28.2 Details of complaints received i.e. Nature of complaints etc.

No Complaint.

2.28.3 Time schedule for disposal of complaints,

There is mechanism to redress the Complaints immediately.

2.28.4 Details of action taken on the complaints.

NA

2.29 Details regarding Awareness Generation & Information, Education and Communication (IEC) activities and Media campaign, carried out at State/district/block/school level.

Power Point Presentation prepared by the department and Video clips developed by MHRD are being shown to the children, SMC members, cook-cum-helpers, Inspector & Supervisors and teachers incharge MDM about Mid Day Meal Scheme.

2.30 Overall assessment of the manner in which implementation of the programme is contributing to the programme objectives and an analysis of strengths and weaknesses of the programme implementation.

The programme is of immense help in roping in, away from school children and in increasing enrolment. Maintaining such a mammoth project, where meals are provided to a vast variety of students i.e., students with a back ground of slums, villages and city is a Herculean task. Further, maintaining quality, hygiene is again a Herculean task, since catering to the taste buds of every child is not easy and overall hygiene though is not compromised yet sometimes there are reports of slackness in hygiene. Whenever such reports appear, thorough inquiries are conducted and appropriate corrective measures are taken. But, it is not easy to conclude that where hygiene has been compromised. However, the whole programme is in progress with utmost vigil and systematic manner as print media is covering all events whenever any development is noticed.

2.31 Action Plan for ensuring enrolment of all school children under Adhaar before the stipulated date.

In UT Chandigarh, 99.90% students from class I to VIII have been enrolled with Aadhaar.

2.32 Contribution by community in the form of Tithi Bhojan or any other similar practices in the State/ UT etc.

Packed Milk, Sugar, Refined Oil & Dry Fruits etc. were given by the teachers and Head of the school in GMHS-42 for preparation of Kheer and Halwa Puri on the event like Annual Function, Birthday, Marriage Anniversary.

2.33 Availability of kitchen gardens in the schools. Details of the mechanisms adopted for the setting up and Maintenance of kitchen gardens.

7 School Based Cluster Kitchens have their own kitchen gardens in the schools. These kitchens gardens have been set up and maintained with the help of NSS Students, MDM Incharges and School Staff.

2.34 Details of action taken to operationalize the MDM Rules, 2015.

Necessary instructions have been issued to all the Heads of Cooking Institute as well as Schools, along with copy of MDM Rules, 2015 for information and strict necessary compliance.

2.35 Details of payment of Food Security Allowances and its mechanism.

NIL

2.36 Details of safe drinking water facilities, availability of facilities for water filtration i.e. RO, UV, Candle Filter, Activated Carbon Filter etc. and source of their funding.

All the schools of UT Chandigarh have multi tap drinking water facilities. Most of the schools have 3 stages water filtration facilities i.e. 3 Stages Water Purifiers (Multi Layers Pre-Filter Stage + UV Tube stage + Activated Carbon Filter) and these water purifiers procured from the State Budget and MPLAD fund.

2.37 Any other issues and Suggestions.

As suggested by Audit, MHRD needs to review its norms of 100 grams and 150 grams per meal per child which appears to be on higher side in terms of quantity especially for Chandigarh.

Nodal Officer, MDM
UT, Chandigarh

District Education Officer
UT, Chandigarh

Director School Education
Chandigarh Administration