


F.No. 11-4/2019-Desk(MDM)  
Government of India  
Ministry of Human Resource Development  
Department of School Education & Literacy  
MDM Division  
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Shastri Bhawan, New Delhi  
Dated 25<sup>th</sup> July, 2019

**Subject: Minutes of the meeting of Programme Approval Board – Mid Day Meal held on 18.06.2019.**

The meeting of Programme Approval Board Mid-Day Meal to consider the Annual Work Plan & Budget 2019-20 in respect of Technical Support Group Mid Day Meal Scheme (TSG-MDM) was held on **18.06.2019** at New Delhi.

2. A copy of the minutes of the above meeting is enclosed for information & necessary action.

  
(Rajeev Kumar)

Under Secretary to the Govt. of India  
Tel. 011-23386169  
Fax: 011-23382394

1. Shri G. Vijaya Bhaskar, Director(MDM)
2. Ms. Ritu Aggarwal, Director(MDM)
3. Shri Anil Kakria, Director (Finance)
4. Ms. Deepa Anand, Deputy Secretary(MDM)
5. Dr. K. L. Sarkar, ED(CP), Ed.CIL
6. PPS to Secretary (SE&L)
7. PPS to JS (MDM)
8. Shri K. P. S. Shishodia, Project Manager (MDM), TSG-MDM, Ed.CIL

**Government of India**  
**Ministry of Human Resource Development**  
**(Department of School Education & Literacy)**

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**Minutes of the meeting of Programme Approval Board-Mid Day Meal (PAB-MDM) held on 18.06.2019 to consider and approve the Annual Work Plan & Budget, 2019-20 of Technical Support Group-Mid Day Meal (TSG-MDM) , EdCIL (India) Limited**

1. The Secretary (SE&L) chaired the meeting of the Project Approval Board (PAB) for considering the Annual Work Plan and Budget (AWP&B) for Financial Year 2019-20 of Technical Support Group-Mid Day Meal (TSG-MDM), Ed.CIL (India) Limited, NOIDA held on 18.06.2019 in Room Number 112-C, Shastri Bhawan, New Delhi. A list of participants in the meeting is attached at **Annexure-I**.
2. The Secretary (SE&L) welcomed the participants. The Project Manager, TSG (MDM) presented the details of the AWP&B for F.Y. 2019-20 for consideration of the PAB. A copy of the presentation is attached at **Annexure-II**.
3. The details of the funds sanctioned, released and utilized by the Technical Support Group-Mid Day Meal (TSG-MDM), Ed.CIL (India) Limited, activities undertaken for providing logistics support etc. for implementation of different components of Mid Day Meal, during F.Y. 2018-19 were reviewed. An amount of Rs. 524.42 lakh was made available to TSG-MDM, Ed CIL (India) Limited during 2018-19 against which an expenditure of Rs. 538.12 lakh has been incurred as per the following details :

S. No.	Particulars	Rs. In Lakhs
1.	Pending liabilities of previous years (2017-18) as on 01.04.2018	25.58
2.	Funds released during F.Y. 2018-19	
	• Sanction No. F.No.11-4/2013-Desk (MDM) dated 02.07.2018	150.00
	• Sanction No. F.No.11-4/2013-Desk (MDM) dated 29.08.2018	100.00

	• Sanction No. F.No.11-4/2013-Desk (MDM) dated 22.02.2019	300.00
3.	Net Funds made available by MHRD during FY 2018-19	524.42
4.	Expenditure incurred in F.Y.2018-19 during period from 01.04.2018 to 31.03.2019	538.12
5.	<b>Pending liabilities as on 01.04.2019</b>	<b>13.70</b>

4. Component wise details of expenditure incurred during 2018-19 is given below:

(Rupees in lakhs)

S. No.	Particulars	PAB Approved	Expenditure incurred
1	Consultancy fees/ salaries & allowances	180.00	174.91
2	National/ Regional workshops & others meetings	168.00	12.99
3	Joint review Missions	40.00	29.12
4	Field Visits etc.	20.80	15.57
5	Research / evaluation studies	160.00	-
6	Others (including resource persons/ expert's fees/ honorarium on lump sum basis	220.00	43.50
7	Other Administrative Expenses (Office Expenses)	79.00	58.45
8	Ed. CIL overheads & Margin @ 11 %	95.46	36.80
9	Office building rent	83.66	79.03
10	Building Maintenance	25.00	20.92
11	GST @ 18% as per Govt. norms	173.39	66.83
<b>Total</b>		<b>1245.31</b>	<b>538.12</b>

5. **PAB Approvals:** After detailed discussions, the following decisions were taken:

- i) The Budget estimate of Rs. 1272.81 lakhs for TSG-MDM for the financial year 2019-20 was approved as per component wise details given at **Annexure-III**. Funds would be released to EdCIL for approved activities for TSG-MDM in 2019-20 after adjusting opening balance as on 1.4.2019, if any in accordance with the audited UCs furnished by EdCIL.
- ii) The Budget of Rs. 132 Lakhs was approved for workshops, seminars and review meetings at national and regional levels.
- iii) With a view to provide smooth internet facility for speedy access to consultants and young professionals, it was approved to go for another back up internet facility / line from separate service providers for TSG-Mid Day Meal office at Vijaya Building, Barakhamba Road, New Delhi.
- iv) Continuation of Total existing sanctioned strength of 16 consultants (including recruitment of young professionals) and of 26 total existing sanctioned strength of staff for TSG-MDM for the Financial Year 2019-20 was approved.
- v) Renewal of Service Agreement between Ministry of Human Resource Development and Ed CIL (India) Limited for 2019-20 on terms & conditions as approved for agreement of 2018-19.
- vi) The proposal of Ed CIL for retaining the existing office premises with a total area of 4988 Sq ft for TSG-MDM at Vijaya Building, Barakhamba Road during the Financial Year 2019-20 on existing monthly rent and applicable taxes was approved.
- vii) Approval was given for hiring of vehicles for official use of Bureau Head and Divisional Heads as per the requirement on monthly basis as was being done during last year 2018-19. Vehicle to other officials in the Department for meeting the official requirements may be provided on a need basis after approval of concerned Divisional Head/Branch Head.

- viii) Capacity building programme/training for the Project Assistants-I and II, in a phased manner, on upcoming Technology/IT Services shall be undertaken by Ed CIL to improve their efficiency.
- ix) Ed CIL will incur expenditure in line with its Bye-laws/rules/procedures and in conformity with GFR-2017, on the activities for which expenditure has been approved by the PAB, in the AWP&B.
- x) All procurement will be undertaken through GeM portal. In case of non-availability of the same for an item of procurement, e-Procurement method as per GFR 2017 will be followed by Ed CIL, for the purpose of procurement of security services, house-keeping services, stationery purchases, vehicle hiring, purchase of office equipment, stationery procurement, procurement of IT equipment etc.
- xi) All the estimates are subject to actual expenditure within the approved ceiling and audit by C&AG.

The meeting ended with vote of thanks to the chair.

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**Annexure - I**

**Meeting of the PAB held on 18<sup>th</sup> June, 2019 to consider the AWP&B 2019-20 of TSG-Mid Day Meal, EdCIL**

**LIST OF PARTICIPANTS**

<b>Sl. No.</b>	<b>Name &amp; Designation</b>
1.	Ms. Rina Ray, Secretary, Department of School Education & Literacy, Ministry of Human Resource Development, Government of India
2.	Shri RC Meena, Joint Secretary (EE-1), Department of School Education & Literacy, Ministry of Human Resource Development, Government of India
3.	Shri Sachin Sinha, Joint Secretary (AE & Admin), Department of School Education & Literacy, Ministry of Human Resource Development, Government of India
4.	Shri Vijaya Bhaskar Gurala, Director, Department of School Education & Literacy, Ministry of Human Resource Development, Government of India
5.	Shri Anil Kakaria, Director (Finance), Department of School Education & Literacy, Ministry of Human Resource Development, Government of India
6.	Ms. Ritu Aggarwal, Deputy Secretary, Department of School Education & Literacy, Ministry of Human Resource Development, Government of India
7.	Ms. Deepa Anand, Deputy Secretary, Department of School Education & Literacy, Ministry of Human Resource Development, Government of India
8.	Shri Rajeev Kumar, Under Secretary, Department of School Education & Literacy, Ministry of Human Resource Development, Government of India
9.	Dr. K.L. Sarkar, Executive Director (CP), EdCIL (India) Limited, NOIDA
10.	Shri K.P.S. Shishodia, DGM/Project Manager, TSG-MDM, EdCIL (India) Limited, NOIDA



## Mid Day Meal Scheme

PAB - MDM Meeting for Annual Work Plan & Budget  
(AWP&B) of TSG-MDM  
on 18.06.2019



## TSG-MDM



EdCIL is a Mini Ratna Category-I CPSE under the administrative control of MHRD. EdCIL provides logistical support to MHRD in implementing several schemes e.g. Samagra Shiksha, NMEICT, NLMA, HESPPIS, PMMMNTT & NPIU.

An agreement was signed on 22nd December, 2005 between MHRD and Ed.CIL to set up National Support Group for Mid Day Meal (NSG-MDM) on the lines of Technical Support Group of Sarva Shiksha Abhiyan (SSA) with the objective of providing Management Support Services (MSS) to MHRD for implementation of its Flagship scheme "Mid Day Meal in Schools". Accordingly, EdCIL has been providing MSS to MDM since 2006.

PAB meeting held on 23.04.2013 approved the change in the name from National Support Group for Mid Day Meal (NSG-MDM) - to Technical Support Group for Mid Day Meal (TSG-MDM).

TSG-MDM is providing support to MDM Bureau for the following key activities :-

- Recruitment of professionally qualified Consultants/Support Staff.
- Providing administrative & Logistic support for TSG like Office Space / Equipment / Furniture etc. for working of TSG staff.
- Facilitates organization of National/Regional Workshops, Review Meetings, Visits of Joint Review Missions, field visits in connection with implementation of Scheme.
- Support for such work as may be assigned for timely execution of the Mid Day Meal Scheme.

3

TSG-MDM Structure consists of following Units:

- I. Plan Monitoring
- II. Food & Nutrition
- III. Financial Management
- IV. MIS
- V. Capacity Building
- VI. Research & Evaluation
- VII. Information Education & Communication

4



### Activities undertaken during F.Y. 2018-19

- I. Facilitated the visits of Joint Review Mission in 5 States i.e. Bihar, Himachal Pradesh, Uttar Pradesh, Andhra Pradesh & Maharashtra.
- II. Field visits were undertaken by the TSG Consultants to review the scheme in the States/UTs.
- III. Support and facilitated in the pre-PAB meetings with States/UTs.
- IV. Provided logistic support for smooth organisation of PAB-MDM meetings.

### FINANCIAL PERFORMANCE DURING F.Y. 2018-19

S. No.	Funds Details	Amount (Rs in Lakh)
1	Pending Liability of previous year (2017-18) as on 01.04.2018	25.58
2	Funds Received from MHRD	550.00
3	Net funds Available	524.42
4	Expenditure incurred during F.Y. 2018-19 (Details given at next slide)	538.12
5	Pending liability as on 01.04.2019	13.70

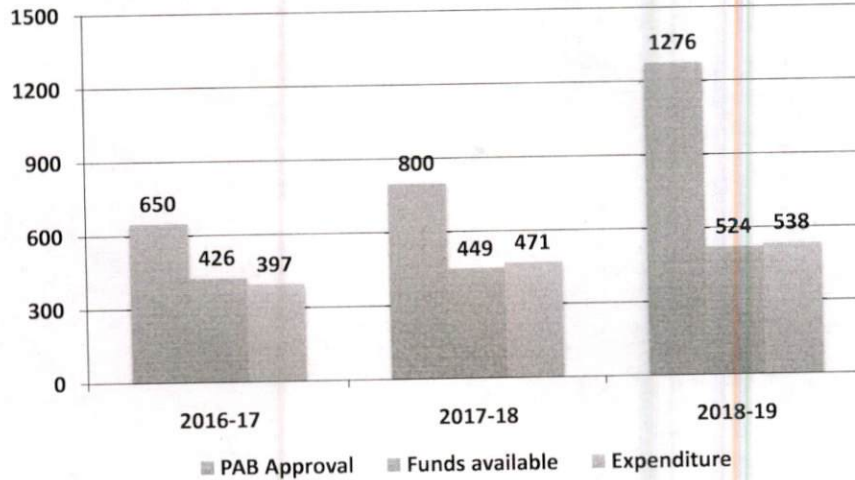
**COMPONENT-WISE DETAILS OF EXPENDITURE INCURRED DURING F.Y.2018-19**



(Rs. in Lakhs)

S.No	Activity	PAB Approved	Expenditure (unaudited)
1	Consultants' Fee/Salary & Allowances	180.00	174.91
2	National / Regional Workshops & other meetings	168.00	12.99
3	Joint Review Missions	40.00	29.12
4	Research / Evaluation study	160.00	00.00
5	Field visits	20.80	15.57
6	Other Administrative Expenses (Office Expenses)	79.00	58.45
7	Others (including resource persons / expert's / volunteers fee / honorarium etc.)	220.00	43.50
8	Ed.CIL Overheads & Margin@11%	121.49	36.80
9	Rental Charges	83.66	79.03
10	Building Maintenance (Central A/C, Power Back Up,Water Etc)	25.00	20.93
11	GST @ 18% as per GOI norms	178.07	66.63
	<b>Grand Total</b>	<b>1276.02</b>	<b>538.12</b>

**STATUS OF FUNDS APPROVED AVAILABLE & EXPENDITURE (Rs. in Lakhs)**



- Pending Liability of Rs 13.70 lakhs of 2018-19 carried forward to 2019-20.

## PROPOSALS FOR F.Y. 2019-20



9

### Proposals for Workshops, Review Meetings, Review Missions and Field Visits

S. No.	Component	No.
1	National Level Workshops/Orientation meetings	3
2	Regional Workshops	9
3	Other Meetings	8
4	Review Mission	5 States
5	Field visits by Consultants	100

10

**ANNUAL WORK PLAN & BUDGET  
FOR F.Y. 2019-20**  
(Rs. in Lakhs)



S. No.	Activity	Req. of funds
1	Consultants' Fee/Salary & Allowances (Details at Annexure-I)	268.80
2	National / Regional Workshops & other meetings (Details at Annexure-II)	132.00
3	Joint Review Missions in 5 states	40.00
4	Research / Evaluation study related expenditure	10.00
5	Field visits (100 nos. @Rs.25000/-)	25.00
6	Administrative /Office Expenses (Details at Annexure-III)	113.00
7	Others (including resource persons / expert's / volunteers fee / honorarium etc.)	100.00
8	Publicity on MDM Scheme	200.00
<b>Total Expenditure</b>		<b>888.80</b>

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11

**ANNUAL WORK PLAN & BUDGET  
FOR F.Y. 2019-20**  
(Rs. in Lakhs)



....Continued from previous slide

S. No.	Activity	Req. of funds
<b>Total Expenditure</b> (details at previous slide)		<b>888.80</b>
9	EdCIL Overheads & Margin @ 11% of points (1 to 8)	97.77
10	Office building Rental Charges	83.66
11	Building Maintenance (Central A/C, Power Back-up, Water Etc)	25.00
12	GST @ 18% as per GOI norms of points (1 to 9)	177.58
<b>Grand Total</b>		<b>1272.81</b>

12



### **PAB-MDM APPROVAL SOLICITED**



- Annual Work Plan & Budget (AWP&B) of Rs. 1272.81 lakhs for 2019-20 as per proposal.
- Renewal of Service Agreement with Ed.CIL for 2019-20 on similar terms & conditions.
- Permission for additional expenditure upto 10% component wise subject to overall limit of total expenditure.
- Fixation of service charges @ 11%
- Sanction of 6 posts of Young Professionals for Mid Day Meal Scheme.

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### **PAB-MDM APPROVAL SOLICITED**



- Office space taken on lease by TSG-MDM on 6<sup>th</sup> Floor, Vijaya Building, Barakhamba Road, New Delhi may be retained for 2019-20.
- Deploying vehicle to Bureau Head/JS and Divisional Heads for officials use as per requirement. Vehicle to other officials for meeting the official requirement may be provided on need basis after approval of concerned Divisional Head.

TSG – MDM  
AWP&B ( F.Y. 2019-20)  
Consultancy Fees/Salary and Allowances

(Rs. In Lakhs)

S.No.	Post & Fee range	Nos.	Monthly Remuneration (Rs.)	Months	Amount (Rs.)
1	Chief Consultants (60000 – 100000)	4	0.90	12	43.20
2	Senior Consultants (50000 - 80000)	3	0.80	12	28.80
3	Young Professionals (50000 - 80000)	6	0.70	12	50.40
4	Consultant (40000 - 70000)	3	0.70	12	25.20
5	Project Assistant - I / Support Staff - I (20000 - 45000)	17	0.45	12	91.80
6	Project Assistant - II / Support Staff - II (15000 - 35000)	2	0.35	12	8.40
7	MTS / Support Staff - III (Min. Wages - 25000)	7	0.25	12	21.00
<b>Total</b>					<b>268.80</b>

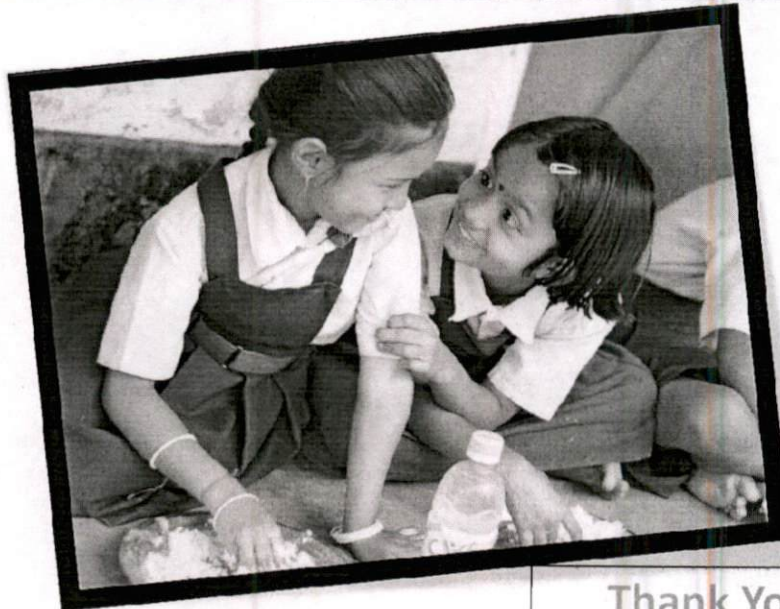
TSG - MDM  
NATIONAL / REGIONAL WORKSHOPS & OTHER MEETINGS  
AWP&B (FY – 2019-20)

S.No.	Particulars	Quantity		Amount (Rs. In Lakhs)
1	National Level Workshop/Orientation Meeting (in Delhi)	3	6.00	18.00
2	Regional Workshops for AWP&B and to review MDM Scheme in the States	9	10.00	90.00
3	Other Meetings as and when required	8	3.00	24.00
<b>Total</b>				<b>132.00</b>

**TSG - MDM  
ADMINISTRATIVE / OFFICE EXPENSES  
AWP&B (F.Y. 2019-20)**

S.No.	Particulars	Expenditure Incurred in FY - 2018-19	Proposed for FY- 2019-20
1	Electricity & Water	4.3	5.00
2	Recruitment including advertisement	0	10.00
3	Office maintenance including Security, housekeeping, telephone, data cards, postage, photostat, repairs etc.	27.42	35.00
4	Office Stationery, books, magazines, DVDs etc.	1.9	3.00
5	Office Equipment including R & M, insurance etc.	7.5	20.00
6	Conveyance & Vehicle hiring	17.33	35.00
7	Other Contingencies	0.0	5.00
<b>Sub Total</b>		<b>58.45</b>	<b>113.00</b>

**A meal to a Child is an offering to the Divinity**



**Thank You**

Annexure-III

**Component wise allocation of funds for F.Y. 2019-20 for TSG-MDM**

S. No.	Component	Allocation (Rs. In lakhs)
1	Consultants' Fee/Salary & Allowances (Details at Annexure-I)	268.80
2	National / Regional Workshops/ seminars & other meetings	132.00
3	Joint Review Missions in 5 States	40.00
4	Expenditure on Research / Evaluation study related activities	150.00
5	Field visits (100 nos. @ Rs.25,000/-)	25.00
6	Office Expenses etc	113.00
7	Others (including resource persons / expert's / volunteers fee / honorarium etc. On lump sum basis)	50.00
8	Publicity on MDM Scheme	110.00
<b>Sub Total</b>		<b>888.80</b>
8	Ed.CIL Overheads & Margin @ 11% of points (1 to 8)	97.77
9	Office building Rental Charges	83.66
10	Building Maintenance (Central A/C, Power Back Up, Water, etc.)	25.00
11	GST @ 18% as per GOI norms of points (1 to 9)	177.58
<b>Grand Total</b>		<b>1272.81</b>