

By Speed Post

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F. No.18-2/2019-EE-6(MDM-3-1)  
Government of India  
Ministry of Human Resource Development  
Department of School Education & Literacy  
MDM Division  
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Shastri Bhawan, New Delhi  
Dated the 2<sup>nd</sup> December, 2019

To

Shri Preetom Saikia,  
Commissioner & Secretary,  
Elementary Education,  
Government of Assam  
Dispur, Guwahati-6  
Assam

RB 3/12/19

Subject: Visit of Joint Review Mission (JRM) in the State of Assam during 18<sup>th</sup> to 24<sup>th</sup> December, 2019 -reg.

Sir,

I am directed to inform you that the 12<sup>th</sup> Joint Review Mission (JRM) will visit Assam during 18<sup>th</sup> to 24<sup>th</sup> December, 2019. The JRM will cover two districts – Kamrup (rural) and another district to be selected by the State Government. The JRM is headed by Dr. Pranati Das, Professor & Head, Department of Food Science & Nutrition, College of Community Science, Assam Agricultural University, Jorhat, Assam. The other members of the team are:

- I. Ms. Ritu Aggarwal, Director (MDM), MHRD, Govt. of India (or her representative from Ministry) - Member,
- II. Shri Shamsheer Singh, Mission Director, MDM, Government of Assam - Member,
- III. Ms. Hoitinkim Singson, Assistant Professor, Dept. of Home Science, Handique Girls' College. Guwahati - Member,
- IV. Representative of UNICEF - Member
- V. Shri Rajat Gupta, Chief Consultant (MIS) TSG-MDM.- Member
- VI. Shri Sunil Kumar Sinha, Sr. Consultant (MIS) TSG-MDM,- Member

Ms. Manisha Dutta, Ms. Yashmin Nongrum, Ms. Senorita Gogoi and Mr. Yasar Arafat from Assam Agricultural University will be the Research Assistants for the Mission.

2. The boarding, lodging and transportation arrangements for the Team members during the visit the JRM will be arranged by the State Government. Each of the non-official members of the Team will be paid honorarium of Rs. 2000/- per day. The Research Assistants will get honorarium of Rs. 1000/- per day.

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3. Ed.CIL (India) Ltd. will reimburse the cost of boarding, lodging and transportation arrangements as well as the honorarium paid to the non-official Members on receipt of bills and vouchers, duly verified from State.

4. It is, therefore, requested to kindly depute senior level officials who are well-versed with the implementation of the scheme to accompany the Team and also facilitate the visits of the Team to the various institutions in the State.

5. It is also requested to kindly intimate the arrangements made and also the name of the officials who has been deputed for facilitating the arrangements for the visit of the team to the State.

6. The Terms of Reference for the JRM are enclosed at Annexure I for ready reference.

Yours faithfully,

  
(ARNAB DHAKI)  
Under Secretary(MDM)  
Tel: 011-23387771  
Email: arnab.dhaki@nic.in

Encl: As above

Copy to :

- I. Dr. Pranati Das, Professor & Head, Dept of Food Science & Nutrition, College of Community Science, Assam Agricultural University, Jorhat, Assam – Team Leader.
- II. Shri Shamsheer Singh, Mission Director, MDM, Government of Assam – Member,
- III. Ms. Hoitinkim Singson, Assistant Professor, Dept. of Home Science, Handique Girls' College, Guwahati – Member
- IV. Representative of UNICEF – Member
- V. Dr. Yasmin Ali Haque, Country Representative, UNICEF with the request to nominate a member for the subject JRM.
- VI. Shri Rajat Gupta, Chief Consultant (MIS) TSG-MDM.- Member
- VII. Shri Sunil Kumar Sinha, Sr. Consultant (MIS) TSG-MDM,- Member
- VIII. Ms. Manisha Dutta, Ms. Yashmin Nongrum, Ms. Senorita Gogoi and Mr. Yasar Arafat , Assam Agricultural University, Jorhat, Assam.
- IX. PS to Joint Secretary (EE.1), Department of School Education & Literacy, MHRD,
- X. PS to Director (MDM), Department of School Education & Literacy, MHRD,
- XI. PM, TSG-MDM for making necessary arrangements for travelling of JRM team from their respective headquarters to the State headquarter and back. He is also requested to reimburse the bills to the State Government within a month of receipt of bills.

**Terms of Reference for Joint Review Mission**

- I. Review the fund flow from State to Schools/implementing agencies.
- II. Review the coverage of the Scheme
- III. Review the availability of Management Structure at State, District, Block level
- IV. Review the delivery mechanism of food grains from State to Schools
- V. Review the smooth implementation of the Scheme with particular reference to Interruptions
- VI. Review the Creation of Capital Assets
- VII. Construction of Kitchen-cum-Stores
- VIII. Procurement/Replacement of Kitchen Devices
- IX. Review the involvement of NGO's/Trust/Centralised kitchens in the Scheme
- X. Review the payment of Cost of foodgrains to Food Corporation of India
- XI. Review the convening the meetings of District Level Committee under Chairpersonship of senior most Member of Parliament (Lok Sabha)
- XII. Review the Management Information System (MIS)
- XIII. Review the implementation of Automated Monitoring system,
- XIV. Convergence with Rastriya Bal Swasthya Karyakram for Health check-up, supplementation of micronutrients under WIFS & deworming medicine under National deworming day and health checkups and supply of spectacles to children suffering from refractive errors,
- XV. Review the following
  - a. Operationalization of Mid-Day Meal Rules, 2015
  - b. Dissemination of food Safety Guidelines up to District, Block and school
  - c. Enrolment of children and Cook-cum-Helpers under Aadhar
  - d. Payment of Honorarium to Cook-cum-Helpers
  - e. System of storage food grains and other ingredients
  - f. Role of Teachers in Mid-day-Meal Scheme
  - g. Tasting of MDM by Teacher, Parents and Community
  - h. Testing of Meals

- i. Involvement of Community
- j. Bank Account of Cook-cum-Helpers
- k. Awareness of the Scheme
- l. Contingency Plan

**Nutritional aspects:**

- i. To assess the anthropometric measurements of a sample of children availing MDM
- ii. Height ii. Weight iii. Mid arm Circumference
- iii. To Calculate the Body Mass Index (BMI) on the basis of measurement of height & weight
- iv. To identify the children who are undernourished and over nourished
- v. To review the quality & quantity of the served MDM
- vi. To review the satisfaction of the children parents and community on the served meal under MDM in respect of quality & quantity
- vii. To suggest some nationally balanced region specific recipes.

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