

F.No. 15-7/2009-Desk(MDM)
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy
MD0M Division

105-C Wing, Shastri Bhavan, New Delhi
Dated the 18th July, 2011

Subject: Minutes of the meeting of the Sub Group on Mid Day Meal Scheme for 12th Five Year Plan (2012-2017) – Sub Group of Working Group on Elementary Education and Literacy.

The undersigned is directed to forward herewith a copy of the minutes of 2nd meeting of the Sub Group on Mid Day Meal Scheme held on 9th July, 2011 at Shastri Bhavan, New Delhi for information and necessary action.

It is also informed that the next meeting of the Sub Group on Mid Day Meal Scheme is scheduled to be held on **5th August, 2011 at 3:00 p.m. in 112-C wing, Conference Room, Shastri Bhavan, New Delhi** for which the meeting notice has already been sent to all concerned with the request to make it convenient to attend the meeting.

(Gaya Prasad)
Director(MDM)

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Encl: As above

1. Dr. Prema Ramachandran, Director, Nutrition Foundation of India, New Delhi
2. Shri Santosh Mehrotra, Director-General, Institute of Applied Manpower Research, Planning Commission, New Delhi
3. Dr. C. Chandramohan, Adviser (School Education & Sports), Planning Commission, New Delhi
4. Dr. Amarjit Singh, Joint Secretary (EE.I), Department of School Education & Literacy

5. Shri C. Viswanath, Joint Secretary, Department of Food & Public Distribution, Ministry of Consumer Affairs and Public Distribution or his representative
6. Dr. A.C. Pandey, Joint Secretary, Ministry of Labour & Employment or his representative
7. Ms. Anuradha Gupta, Joint Secretary(RCH), Ministry of Health & Family Welfare
8. Shri B.P. Sharma, Joint Secretary, Ministry of Minority Affairs or his representative
9. Shri Bachittar Singh, Joint Secretary, Ministry of Tribal Affairs or his representative
10. Director, National Institute of Nutrition, Hyderabad
11. Ms. Kumkum Marwah, Joint Technical Advisor, Ministry of Women & Child Development
12. Mr. Biraj Patanayak, Office of Supreme Court Commissioner, New Delhi
13. Shri K. Ashok Rao, SSMI, J-152, Saket, New Delhi – 110 017.
14. Mr. Dilip Ranjekar, Azim Premji Foundation, No.5, Papanna, Street, ST Marks Road Cross, Bangalore – 560001
15. Mr. Amod Kumar, B-604, CSI Tower, Vipin Khand, Gomti Nagar, Lucknow – 226 010
16. Ms. Yamini Aiyar, Accountability India, New Delhi
17. Secretary, Basic Education, Govt. of Uttar Pradesh
18. Principal Secretary, School Education, Govt. of Tripura
19. Principal Secretary, School Education, Govt. of Jharkhand
20. Chairman, UP Board of Madarsa Education, 704 Jawahar Bhavan, Ashok March, Lucknow 226001
21. Shri Rupak Hom Roy, Head Master, Ballygunge Government High School, Kolkatta
22. Shri Gaya Prasad, Director, MDM, Department of School Education & Literacy.

Copy to:

- i) EC, Secretary(SE&L)
- ii) Shri Abhishek Singh, Director, Department of Information Technology
- iii) Dr. Gautam Bose, DDG, NIC
- iv) PPS to JS(EE.I)
- v) PM(MDM), NSG-Ed.CIL
- vi) Chief Consultant / Consultants, NSG-MDM, Ed.CIL

**GOVERNMENT OF INDIA
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
DEPARTMENT OF SCHOOL EDUCATION AND LITERACY
MID DAY MEAL DIVISION

Minutes of the Meeting of the Sub Group held on 09.07.11

The second meeting of the Sub Group on Mid day Meal Scheme for the 12th plan was held on 09.07.11 at Shastri Bhavan, New Delhi under the Chairpersonship of Dr. Prema Ramachandran, Director, Nutrition Foundation of India.

Dr. Amarjit Singh, Joint Secretary(EE-I), Department of School Education and Literacy, Govt. of India welcomed the Chairperson and members of Sub Group. The meeting began with a quick round of self-introductions, following which JS (EE-I) requested Dr. K. Ashok Rao, General Secretary, Swami Sivananda Memorial Institute to make the presentation on the issue of capacity building and NGO involvement in MDMS.

Dr. K. Ashok Rao in his presentation emphasized on capacity building of stakeholders at different levels. He underlined the symbiotic relationship between training and performance and suggested that vocational training should lead to income generation, as well as creating livelihood for women from under-privileged families

Capacity building under Mid Day Meal Scheme

He emphasized on the need for training for the Policy Makers, Middle level executives and supervisors, Community leaders, Managements of Women SHGs and Food servers/workers involved in the Kitchen to prepare and serve mid-day-meals to the children. Training components for the Mid Day meal scheme are required to attain its objectives in terms of optimizing menus and portioning, processes and controls, kitchen operations, and procurement, food safety and hygiene, and Legislation. According to him training is required on the issues of;

- i. safety, nutrition and quality
- ii. identification and handling production and quality challenges
- iii. meeting training needs to suit local requirements
- iv. preparation of Standard Operating Procedures (SOPs)
- v. promoting Community involvement

The training on the above issues could be carried out with the help of home Science, nutrition, food technology departments of the colleges/institutes of the States/UTs.

Dr. Rao informed the group that his institute has designed three training modules for the functionaries of mid-day-meal scheme: a two-day training programme for Middle ranked officers and supervisors involved in Mid Day Meal scheme; a six day training programme for NGOs / SHGs for setting up Women based Decentralized Mid Day meal kitchens using school shed; and a three day introductory course in Food Hygiene for food safety auditors for Mid Day Meal scheme for the Target group viz, Community, students, school authorities and workers at various levels. The main focus was on, awareness regarding nutritional requirements, hand washing, hygienic practices and concerns, community participation and good governance.

He also presented three delivery models in the Mid Day Meal Scheme - i) Models for minimizing human intervention, ii) low investment and sub contracting system, and iii) maximizing women employment. He further compared the capital intensive model vis-a-vis the SHG model and pointed out that the SHG model enhances transparency measures. He strongly felt that the school based kitchen model is the best for mid day meal scheme as it involves community, which ensures vigilant monitoring of the scheme.

Dr. Rao drew the attention of the group towards the urgent need for an effective legislation for dealing with the MDMS issues as this is the world's largest school feeding programme. He stated that similar legislation exists in U.K.- Education (Provision of Meals) Act, 1906. and USA "Healthy, Hunger-Free Kids Act of 2010". He stated that there is a large market and international players are trying to enter in Mid Day Meal Scheme in the name of supply of micronutrients to the children to improve their nutritional level. He advocated strong legislation to tackle the situation. He also mentioned that there is an Act for MNREGA to give teeth to the implementers of the Scheme. Dr. Rao also suggested setting up of model kitchens under the Mid Day Meal Scheme. These model kitchens will be monitored by National Resource Centre set up at the national level and demonstrate innovative projects for effective implementation of the Scheme.

Dr. Ashok Rao felt that just as there is a separate Department for Drinking Water and Sanitation under the Ministry of Rural Development to ensure supply of potable water to the citizens of the country, there should be a separate Ministry for the 'Mid Day Meal Scheme' for focused and effective implementation of the MDMS.

a) Involvement of NGOs / trusts under Mid Day Meal Scheme

Dr. Ashok Rao proposed that in accordance with the recommendations of the Administrative Reforms Commission 'the Union Government should draw a comprehensive model legislation covering NGOs registered either as trusts or societies. He also suggested that a National Accreditation Committee should be constituted with representatives from the Central, State Govt. and other social interest groups. Only those NGOs that are empanelled by this committee should be engaged in Mid Day Meal Scheme.

The Chairperson reiterated the need of training for the officials involved in the Mid Day Meal Scheme as well as a mechanism for accreditation of NGOs. She felt that a three tier training

is required for the officials working in the Mid Day Meal Scheme at various levels. She also suggested that there are about 450 home science colleges in the country which can be engaged for this purpose. She further added that school curriculum must include information about the Mid Day Meal Scheme.

On a query from Dr. Santosh Mehrotra, JS(EE.I) Dr Amarjit Singh clarified that the training for cook-cum-helpers and other officials is being organized by the State Governments. He also added that Govt. of India has organized workshops / review meetings to orient the senior officials of the States / UTs on various aspects of the Scheme, but there is no structured training programme under the Scheme.

Mr. Anil Sant, Secretary, Department of Basic Education, Government of Uttar Pradesh complimented Dr. Rao for the presentation and apprised the group members about the communication campaign which the Government of UP has launched for creating awareness on the various components of the scheme and the steps that need to be taken for the effective implementation of the MDMS.

Dr. Mridula Sinha, Secretary, Govt of Jharkhand informed that her state had organised training programmes for thousands of cook cum helpers (Mata Samities), who are preparing and serving the meal to the children at school level. She further added that the training has been very helpful in inculcating hygienic habits among the cook-cum-helpers and also in enhancing their knowledge of nutritional norms etc.

Ms Yamini Aiyer opined that the team of resource persons for imparting training should comprise of pedagogical experts also and the nature of training should be linked with day to day work. She also added that a Sub Committee may be constituted to prepare the content of the training for various levels of functionaries under Mid Day Meal Scheme.

Mr. B.K. Tiwari, Advisor, Nutrition, Ministry of Health and Family Welfare mentioned that NCERT books have very limited information regarding green leafy vegetables, food, health and hygiene etc. He suggested that there is a need to identify the trainers at various levels viz. national, state, district, block. According to him, NIPCCD has the mechanism at the local level to train functionaries of the Ministry of WCD. He felt that a one day training is sufficient for persons involved in MDM Scheme.

b) Web Enabled MIS

Shri Amod Kumar, Director Manthan project made a presentation on MIS with integration of IVRS system to facilitate collection of information under Mid Day Meal Scheme on real time basis. He demonstrated the working of the system; according to him, as a result of the IVRS based system in UP information could be collected on MDMS from all the schools within a few hours and directly uploaded to the website. He also mentioned that this system was functional in Uttar Pradesh and information was gathered from 1.3 lakh out of 1.52 lakh schools on a daily basis.

He briefly mentioned the steps taken by the Mid Day Meal Authority of Uttar Pradesh to develop the MIS with integration of IVRS system. He further added that daily a call is sent to teachers in all schools in the State who enter the number of children who have availed of MDM and confirm the number. Once confirmed this number is automatically entered into the system and a report is generated which can be verified by the district officials. Sh Amod further clarified that the;

- i. Empanelled vendor was paid Rs. 1.50 per data; the vendor may have to make 3-4 calls to get the data.
- ii. The teacher is not required to spend a single paisa on it.
- iii. The vendor also collects the mobile numbers of teachers and
- iv. Imparts training to the school teachers

He also mentioned that it may be possible to raise funds for the scheme by adding the numbers of the community members who may 'want' information on MDMS and thereby also act as the watchdogs of the community on the proper implementation of the scheme.

He further clarified the benefits of the IVRS system, and stated that the scheme worked on Data 'pull' rather than data 'push' - pulling information is easy as teachers have to push the number buttons on their mobile's key pad and confirm it by pressing hash button and do not have to spend a single paisa. He presented the benefits of IVRS system over SMS and mentioned that SMS has many constraints such as; teachers not being conversant with sending SMS. He further added that language for SMS is also a problem and sending SMS in Hindi would be another challenge for them. While in the IVRS based system the user of Information is controlling the information flow on a real time basis, which ensures effectiveness and transparency.

He also listed the challenges in prevailing System of Information Flow such as;

- i. school-wise report is not available at the district/ state level.
- ii. the time lag in receiving the data from school to State level may lead to data manipulation/ corruption/ distortion.
- iii. The chances of data manipulation may lead to excess physical / financial reporting thereby leading to a waste of the scarce resources available for development of the State and welfare of the society.
- iv. Due to time lag in the present system of data flow, remedial action/ measures may get delayed and may jeopardize the efficacy required of the system given the sensitive nature of the scheme.

- v. Non availability of exception reports on parameters like number of schools where meal was not cooked; number of students who availed meals is greater than a certain percentage e.g. 90%; or instances where meal was not cooked for 3 or more days etc; lead to delays in action for redressing the weaknesses.
- vi. In case of delay in information from some schools, data for such schools is available only in the next month till then much time has passed.
- vii. Physical inspection / monitoring of the scheme presently based on random selection basis and not on exception basis, which may be possible once the MDM Authority and the State Govt. is facilitated with daily data of the students who availed or did not avail the meals on a particular day.

He suggested that instant action / corrective measures could be taken on the exception reports. Ms. Yamini Aiyer suggested that such data should be placed in public domain in a simple manner so that public can understand the information and take necessary action where required. She also advised that key information on the programme should also be available on the MDM website. The use of acronyms should be minimised; where used there should be appropriate explanatory notes.

Dr. Gautam Bose, DDG NIC, thereafter, made a presentation on Design and Development of Web Based Interactive Management Portal with integration of IVRS. He emphasized the need for the web portal to track and monitor the diverse project activities being carried out on a geographically dispersed area across the country, on a regular real time basis. The web based interactive management portal would facilitate authenticated interfaces to different users for capturing, collating and analyzing the data for suitable interventions and decision support to facilitate realistic need based planning. This would also help in real time online monitoring of critical gender and social equity indicators, and facilitate graphical & spatial analysis. The use of dynamic dashboards will improve transparency in transactions and facilitate social audit of the scheme deliverables.

He shared the deliverables of the web based MIS system i.e. software requirement specifications (SRS), document system design, document design, development and implementation of interactive web based portal, setting up of SMS / IVRS services and help desks to facilitate daily capturing of the number of meals served from each of the schools, Periodical capture of essential indicators for the tracking and monitoring of the scheme to generate monthly progress reports, quarterly progress reports and annual work plan and budget.

DDG, NIC further added that financial indicators of the MIS will be cooking cost, cost of food grains, transportation assistance, MME assistance, cost of kitchen-cum-store, cost of kitchen devices, and payment of honorarium to cook-cum-helpers. He further added that

awareness, information and capacity building are essential requirements that help in effective follow up and grievance redressal.

Dr. Prema Ramchandran appreciated the effort to capture essential information about the scheme, as it would help in better management of the programme.

She stressed the importance of ensuring that the children's nutritional status is assessed at least once in an year. The Department may consider providing one electronic scale with a height measuring tape to each school so that height and weight of each child is recorded in their card as a permanent record. If the MHRD can supply them with the height for age, weight for age and BMI for age charts they could identify the children who are wasted and provide additional helping from MDM to these children. Similarly children who are over nourished could be identified and advised to increase physical activity. These simple steps would go a long way in optimal utilization of the MDM platform for improving nutritional status of children. In collaboration with the school health they can undertake once a year screening of all children for anaemia and treatment of anaemic children. She stated that adolescence is a second period of growth spurt and available data indicate that adolescent children have a wider nutritional gaps. In order to bridge the nutritional gaps in this period of growth spurt government may consider extending MDMS up to class 12th. MDM and emphasis on physical activity during school years will help us to inculcate healthy lifestyles and provide healthy human resource for the country. She further mentioned that mother-child protection card is going to be rolled out across the country as a collaborative effort of MWCD and MOHFW. On similar lines health card from Class I to 12th should be considered to maintain health data of every child from class one to twelve. Dr. Santosh Mehrotra also mentioned that extension of mid-day meal to class 9-12 would help the children to grow in a healthy manner; he wanted information on the financial implications of the same to enable the sub group to reach a considered decision.

Dr. B.K. Tiwari, Adviser, (Nutrition), Ministry of Health and Family Welfare apprised the members that IFA and de-worming tablets etc., are being supplied to the schools under the National Rural Health Mission. He further added that a proposal for Rs. 9250 crore has been prepared by the Ministry of H&FW for 12th Plan and it also includes weighing machines and height recorders. When approved, this proposal would enable NRHM to provide height recorders and weighing machine to all schools, anganwadi centres and ASHA workers by 2013.

Mr. Abhishek Singh, Director, Department of Information & Technology, Govt. of India suggested that height weight measurement may be carried out on an ongoing basis. It could also be outsourced and results used for identification of children for corrective action. This data should also be uploaded on MDM website.

Mr. Anwar Jalalpuri, Chairman, Uttar Pradesh Madarasa Board emphasized that parents should be involved and encouraged to play active role in developing local area menu, preparation and distribution of MDM, the quality of meal, hand washing, impact of MDM and

extending MDM to all Madarsas. He also suggested that feedback from children should be obtained. He also added that a large number of Madarsas are not covered under MDM Scheme in Uttar Pradesh and requested that necessary steps be taken to include the unaided Madarsas, which really need to be supported, under this scheme.

Strengthening local participation and accountability for MDM

Ms. Yamini Aiyar made a presentation on facilitating the involvement of the local communities and other stakeholders in monitoring and implementation of the MDM scheme. She clarified that there was a problem of fund flow even in SSA, though SSA has a society mode of fund flow mechanism; she advised constant vigilance in this regard and hoped that availability of real time information to the programme managers would improve the situation in this regard.

She highlighted the importance of access to effective information in terms of regularity, relevance, and reliability. The proposed MIS must help the system to capture information on a real time basis on – fund flows to schools, food grains available at FPS store (date of delivery, quantity etc); date and amount of off-take by schools. She strongly felt that there is a need to take MIS to the people: Regular updating of this information on school walls will ensure strict monitoring and verification by communities, which will ensure transparency.

She endorsed the views of Dr. Rao on capacity building and training of Policy makers, middle level officials and grassroots level workers. She added that training should also be given to all School Management Committee members. This training should focus on how MDM is delivered (including financial entitlements; procurement processes etc).

She emphasized the need for setting up of a core MDM vigilance committee as part of the SMC. Detailed capacity building sessions need to be organised for the members of the core committee on monitoring indicators for MDMS. She supported the involvement of the wider network of stakeholders such as NSS, NYK youth from the local colleges in the monitoring of the programme

She advised that building community ownership: Involving community / SMC in designing menus (perhaps through competitions for the most 'innovative nutrition menu' at a Gram Panchayat level) will lead to the betterment of the programme. She also felt that the schemes like the Nirmal Gram Puruskar also motivate the community to take an active interest in the programme. She also suggested that ombudsman like system on the pattern of banking sector may be helpful in addressing the grievances of the stakeholders.

After detailed discussions it was decided to form the following four Sub Committees as under:

1. Sub Committee on development of Web based MIS with integration of IVRS
 - i. Mr. Abhishek Singh, Chairperson
 - ii. Mr. Gautam Bose, DDG, NIC

- iii. Mr. Amod Kumar, Director, Manthan
- iv. Ms. Yamini Aiyar, Accountability India
- v. Mr. Santosh Mehrotra, DG, IMPR
- vi. Shri Gaya Prasad, Director(MDM), MHRD, Convenor

2. Sub Committee on nutrition :

- i. Dr. Prema Ramchandran, Chairperson
- ii. B.K. Tiwari, Chairperson, Advisor, Nutrition, MHFW
- iii. Dr. GNV Brahamam, Joint Director NIN
- iv. Shri K.P. Singh, Senior Research Officer, Planning Commission
- v. Ms. Kum kum Marwah, Joint Technical Advisor
- vi. Ms. Rita Chatterji, JS MHRD, Convenor

3. Sub Committee on issues related to training and capacity building:

- i. Mr. Ashok Rao, Chairperson
- ii. Mr. Santosh Mehrotra, DG, IMPR
- iii. Ms. Mridula Sinha, Secretary, Govt. of Jharkhand
- iv. Ms. Yamini Aiyar, Accountability India
- vii. Mr. Anwar Jalalpuri, Chairman, UP Madarsa Board
- viii. Shri Gaya Prasad, Director(MDM), MHRD, Convenor

4. Sub Committee on Grievance Redressal Mechanisms

- i. Ms. Yamini Aiyar, Accountability India, Chairperson
- ii. Ms. Mridula Sinha, Secretary, Govt. of Jharkhand
- iii. Mr. Ashok Rao
- iv. Sh Rajiv Sant Secretary Education UP
- v. Sh BB Sharma, DS, MHRD, Convenor

JS (EE.I) informed the members that MHRD would be happy to organize the visit of any of these committees to any State to get a field reality about the scheme prior to finalization of the Sub Committee report. Each of these committees will submit their report by the 31st of July. ***The next meeting of the Sub Group will be held on the 5th August 2011 at 3:00 p.m. at the same venue.*** The committees will present their reports to the sub-group members for final approval.

The meeting ended with vote of thanks to the chair.
