



MID DAY MEAL SCHEME

Pre-requisite steps for submission of AWP& Budget for the year 2015-16 and Preparation of Annual Work Plan& Budget - 2015-2016



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

Pre requisite steps- Submission of AWP& B Plan



1. Plan should be approved by State Steering cum Monitoring Committee (SSMC).
2. Release of funds through e-transfer from State / District to at least 50% schools.
3. 100% payment of cost of foodgrains shall be made to FCI up to previous month of PAB meeting. 100% clearance of pending bills of previous years, if any.
4. 100% payment of honorarium shall be made to cook-cum-helpers on monthly basis up to the previous month of the PAB meeting through e-transfer to their bank accounts.
5. Annual and Monthly data entry for the FY 2014-15 should be completed up to the previous month of the PAB meeting.
6. Emergency Medical Plan should be in place on the lines of the contingency plan of Odisha, which has already been shared with all States/UTs.

7. Plan should also be submitted through MDM-MIS portal.
8. Action taken note on commitments given by the State Govt. during PAB Meeting of 2014-15.
9. Action taken note on findings of reports of Monitoring Institute.
10. Action plan for the testing of food samples, Number of food samples tested by accredited labs and findings .
11. Separate and detailed MME plan e.g. setting up of management structure, engagement of manpower, capacity building programme etc.
12. Plan should be submitted duly signed by the Pr. Secretary / Secretary of the State/UT within the scheduled date.

WRITE UP PORTION-

State and District

The write up portion consist of background information, fund flow system, foodgrain management, system of payment of honorarium to cook-cum-helpers, best practices followed in the State, Grievance Redressal Mechanism, etc. The States/UTs are requested to submit the plan with detailed write up.

1: Introduction

- **1.1 Brief History**
- **1.2 Management Structure**
- **1.3 Process of Plan Formulation. (refer the Guidelines Issued)**

2: Description and assessment of the programme implemented in the current year (2014-15) and proposal for next year (2015-16) with reference to:

- **2.1 Regularity and wholesomeness of mid - day meals served to children; reasons for programme interruptions, if any and planning to minimize them**

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➤ 2.2 Details about weekly Menu-

Weekly Menu – Day wise, Additional Food items provided (fruits/milk/any other items), if any. Usage of Double Fortified Salt, At what level menu is being decided / fixed, Provision of local variation in the menu, Timings, for serving of Mid day meal at school level.

➤ 2.3 Foodgrains management,

Timeframe for lifting, District wise lifting calendar of foodgrains, System for ensuring lifting of FAQ foodgrains (Joint inspections at the time of lifting etc.), Transportation and distribution, Whether unspent balance of foodgrains with the schools is adjusted from the allocation of the respective schools, Number of schools receiving foodgrains at doorstep of school, Storage facility at different levels, Challenges faced and plan to overcome them

Cont...

➤ **2.4 Payment of cost of foodgrains to FCI.**

- System for payment of cost of foodgrains to FCI,
- Status of pending bills of FCI of the previous year.
- Status of monthly meetings by the State Nodal Officer with the FCI.
- The process of reconciliation of payment with the concerned offices of FCI.
- Relevant issues regarding payment to FCI.

➤ **2.5 System for release of funds provided under MDM (Central and state).**

- Mode of release of funds at different levels, (e-transfer of funds directly from State to School/implementing agency)
- Dates when the fund released to State Authority / Directorate / District / Block / Gram Panchayat and finally to the Cooking Agency / School.
- Issues related to release of funds at different levels

2.6 Cook-cum-helpers Cont...

- System and mode of payment of honorarium to cook-cum-helpers and implementing agencies viz. NGOs / SHGs / Trust / Centralized kitchens etc.
- Rate of honorarium to cook-cum-helpers,
- Number of cook-cum-helpers having bank accounts,
- Payment of honorarium to cook-cum-helpers through their bank accounts,
- The details of cook-cum-helpers like eligibility as per norms, approval of cook-cum-helpers, engaged and the strategy to fill the gap (if any)
- Provisions for health check-ups of Cook-cum-Helpers,
- Whether cook-cum-helpers are wearing head gears and gloves at the time of cooking of meals.
- 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,

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2.7 Procurement and storage of cooking ingredients and condiments

- **System for procuring (good quality Agmark / FPO) pulses, vegetables including leafy ones, salt, condiments, etc. and other commodities.**
- **Whether FIFO method has been adopted in usage of pulses and condiments etc. or not.**
- **Arrangements for safe storage of ingredients and condiments in kitchens.**

2.8 System for cooking, serving and supervising mid-day meals in the school and measures to prevent any untoward happening

➤ 2.9 Kitchen-cum-stores.

- Procedure and status of construction of kitchen-cum-store,
- The reasons for slow pace construction of kitchen cum stores, if applicable
- Whether any standardized model of kitchen cum stores is used for construction.
- Details of the construction agency and role of community in this work.
- Kitchen cum stores constructed through convergence, if any
- Progress of construction of kitchen-cum-stores during this year and target for the next year.

➤ 2.10 Kitchen Devices

- Procedure of procurement of kitchen devices from funds released under the Mid Day Meal Programme
- Procedure of procurement of kitchen devices from funds released under the other sources.
- Availability of eating plates. Source of funding of eating plates

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➤ **2.11 Capacity building and training for different stakeholders**

- **Details of the training programme conducted for cook-cum-helpers, State level officials, SMC members, school teachers and others stakeholders**
- **Details about Modules used for training, Master Trainers, Venues etc.**
- **Targets for the next year.**

➤ **2.12 Management Information System at School, Block, District and State level and its details.**

- **Procedure followed for data entry into MDM-MIS Web portal**
- **Level (State/ District/ Block/ School) at which data entry is made**
- **Availability of manpower for web based MIS**
- **Mechanism for ensuring timely data entry and quality of data**
- **Whether MIS data is being used for monitoring purpose and details thereof.**

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- **2.13 Systems to ensure transparency, accountability and openness in all aspects of programme implementation,**
 - Display of logo, entitlement of children and other information at a prominent visible place in school
 - Dissemination of information through MDM website
 - Provisions for community monitoring at school level i.e. Mother Roaster, Inspection register,
 - Tasting of meals by community members,
 - Conducting Social Audit

 - **2.14 Measures taken to rectify**
 - Inter-district low and uneven utilization of food grains and cooking cost
 - Intra-district mismatch in utilization of food grains and cooking cost.
 - Delay in delivering cooking cost at school level.
 - Delay in payment to FCI
 - Mismatch of data reported through various sources (QPR, AWP& B, MIS etc)

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- **2.15 Details of Evaluation studies conducted by State/UTs and summary of its findings.**
- **2.16 Write up on best/ innovative practices followed in the State.**
- **2.17 Untoward incidents**
 - **Instances of unhygienic food served, children falling ill**
 - **Sub-standard supplies,**
 - **Diversion/ misuse of resources,**
 - **Social discrimination**
 - **Action taken and safety measures adopted to avoid recurrence of such incidents.**

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➤ 2.18 Quality of food

- System of Tasting of food by teachers/community. Maintenance of tasting register at school level.
- Testing of food sample by any reputed labs for the presence of nutrients and presence of microbes, if any, as per norms of Mid-Day Meals.
- Engagement of National Accreditation Board for Testing and Calibration Laboratories (NABL) labs for the testing of Meals (for more details go to the website Url: <http://www.nabl-india.org>)

2.19 Involvement of NGOs / Trusts

- **Modalities for engagement of NGOs/ Trusts for serving of MDM through centralized kitchen.**
- **Whether NGOs/ Trusts are serving meal in rural areas**
- **Maximum distance and time taken for delivery of food from centralized kitchen and school**
- **Measures taken to ensure delivery of hot cooked meals to schools**
- **Responsibility of receiving cooked meals at the schools from the centralized kitchen,**
- **Whether the containers are sealed at the time of supply of meals to schools,**
- **Tentative time of delivery of meals at schools from centralized kitchen.**
- **Testing of food samples at centralized kitchens**

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2.20 Status of Rastriya Bal Swasthya Karyakram (School Health Programme)

- ✓ Provision of micro- nutrients, Vitamin-A, de-worming medicine, Iron and Folic acid (WIFS), Zinc.
- ✓ Distribution of spectacles to children with refractive error,
- ✓ Recording of height, weight etc.
- ✓ Number of visits made by the RBSK team for the health check- up of the children.

2.21 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.



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- **2.22 Meetings of Steering cum Monitoring Committees at the Block, District and State level**
 - **Number of meetings held at various level and gist of the issues discussed in the meeting,**
 - **Action taken on the decisions taken during these meetings.**
- **2.23 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.**
- **2.24 Arrangement for official inspections to MDM centres/schools and percentage of schools inspected and summary of findings and remedial measures taken**

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- **2.25 Feedback/comments in respect of report of Monitoring Institutions designated for your State/UTs to monitor implementation of MDM and action taken thereon**
- **2.26 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.**
- **2.27 Grievance Redressal Mechanism**
 - **Details regarding Grievance Redressal at all levels,**
 - **Details of complaints received i.e. Nature of complaints etc.**
 - **Time schedule for disposal of complaints,**
 - **Details of action taken on the complaints**

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- **2.28** Details regarding Awareness Generation & IEC activities and Media campaign, carried out at State/district/block/school level.
- **2.29** 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.
- **2.30** Contribution by community in the form of Tithi Bhojan or any other similar practices in the State/ UT etc.
- **2.31** Any other issues and Suggestions



AWP & B TABLES

FY-2015-16

Table AT-1

1. Details of Cooks-cum-Helpers engaged under MDM scheme during 2014-15

- ✓ Gender wise – Male & Female
- ✓ Category wise.-SC,ST,OBC, Minority &Others.

1.A Honorarium to Cook cum helpers (per month): Central &State.

2. Cooking Cost Provide details of unit cooking cost per meal for both primary and upper primary for (Food grains Wheat/Rice is entirely provided by the Central Govt.), Pulses, Vegetables, Oil & fat, Salt & Condiments, Fuel, and any other item. The State as well as Central share in the unit cost has to be provided .

(Cont...).

(Cost of meal per child per school day as per State Nutrition / Expenditure Norm including both, Central and State share.)

- ❖ **2.A Additional food items**: If any additional item like egg, fruits, Ladoo etc is being given, provide information.
- ❖ **3. Per Unit Cooking Cost** The unit cost per child Central and State Share has to be mentioned for first three months (Apr, May & June) and also the revised cost for the rest of the financial year 2014-15. If the cooking cost has been revised several times during the year, then all such costs should be indicated in separate rows and dates of their application
- ❖ Provide details of proposed unit cooking cost per meal for both primary and upper primary and also provide the State as well as Central share in the unit cost for year 2015-16.

(Conti...).



❖ **4. Rate of LPG cylinder per \unit as on 31-12-2014**

Provide rate of Subsidized Cylinder and Un-subsidized Cylinder separately.

❖ **5. Tax Charged on Food Grain by Concerned Department :**

Name of the Tax like VAT, Mandi, etc on food grains and the rate in (%).

(Table AT-2) **Budgetary Provisions in the state Budget 2014-15**



- ❖ Provide details of budgetary provisions which should not be less than the total of allocated Central Assistance made under different heads, as well their corresponding State share as per the norms. (Col. 3,4&5) **CATEGORY WISE**
- ❖ Provide details of budget released to Districts/Implementing agency Central and State share as on 31.12.2014. (Col. 7 to 14)
- ❖ Provide details of Unutilized Budget category wise in Col no.19,20&21.

Ref. Table AT-3

- ❑ No. of Institutions in the State vis a vis Institutions serving MDM during 2014-15
- ✓ Name of district in column-2,
- ✓ Total no. Institutions (Primary I-V) in column - 3,
- ✓ Total no. Institutions (Upper Primary VI-VIII) in column - 4
- ✓ Primary with Upper Primary(I-VIII) in column - 5,
- ✓ Total No. of Institutions in the State in column - 6
- ✓ Total No. of Institutions serving MDM in the State in the column – 7.
- ✓ Reasons for Difference if any in col-8

Ref. Table AT-3A



- ❖ No. of institutions (Primary classes I-V) covered during 1.4.14 to 31.12.14

Table Divided into two parts:

- ❖ Details of the existing institutions Districtwise:
- ❖ Existing Institutions covered under MDM scheme.
- ❖ Difference- Non coverage of the existing Institutions under MDM during the period 1.04.2014 to 31.12.2014 Column (7-12).
- ❖ States/UT's are required to give reasons for difference .

Table AT-3B &3C



- ❖ AT-3B-Upper Primary with primary, classes I-VIII)
- ❖ AT-3C-upper primary without primary classes VI-VIII

(1.4.14 to 31.12.14)

Both the Tables Divided into two parts:

- Details of the existing institutions District wise:
- Existing Institutions covered under MDM scheme.
- Difference- Non coverage of the existing Institutions under MDM during the period 1.04.2014 to 31.12.2014 Column (7-12).
- States/UT's are required to give reasons for difference .

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Table AT-4 & 4A

- Enrôlement vis-à-vis availed for MDM (Primary, Classes I-V) & Upper Primary Classes VI-VIII (1.4.14 to 31.12.14).
- Total Enrolment as on 30.09.14 of children:
- Number of children availed MDM :
- Number of Meals served :
 - Name of the District
 - No. of Govt. and LB schools
 - Govt. Aided schools
 - Special Training Centers
 - Madarsas/Maqtab and
 - Total number of meals in column-17.

Table AT-5 &5A

- ❖ PAB-MDM Approval vs. Performance (Primary Classes I-V & Upper Primary, Classes VI-VIII) covered from 1.4.14 to 31.12.14
- ✓ PAB – MDM approvals for 2014-15 .
- ✓ Performance / Achievement during 2014-15:
 - Name of the district in Col-2
 - Total no. of institutions in column- 3 and actually covered in column no 7
 - Number of children approved in column -4 and total number of meals served in column no 8
 - Number of working days (During 01.04.14 to 31.12.14) in column-5 and Number of working days on which MDM was served in column -9 and
 - Total number of meals to be served in column -6 (col.4Xcol.5) and Average number of children availed MDM (8/9) in column -10.

Table AT-5 B

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- ❖ PAB-MDM Approval vs. PERFORMANCE NCLP Schools during 2014-15 covered from 1.4.14 to 31.12.14
- ✓ PAB – MDM approvals for 2014-15.
- ✓ Performance / Achievement during 2014-15:
 - Name of the district in Col-2
 - Total no. of institutions in column- 3 and actually covered in column no 7
 - Number of children approved in column -4 and total number of meals served in column no 8
 - Number of working days (During 01.04.14 to 31.12.14) in column-5 Number of working days on which MDM are served in column -9 and
 - Total number of meals to be served in column -6 (col.4Xcol.5) and Average number of children availed MDM (8/9) in column -10.

Table AT-5C &5D

- ❖ PAB-MDM Approval vs. PERFORMANCE (Primary, Classes I - V) during 2014-15 – Drought covered during Summer Vacations
- ✓ PAB – MDM approvals for 2014-15.
- ✓ Performance / Achievement during 2014-15:
 - Name of the district in Col-2
 - Total no. of institutions in column- 3 and actually covered in column no 7
 - Number of children approved in column -4 and total number of meals served in column no 8
 - Number of working days in column-5 Number of working days on which MDM was served in column -9 and
 - Total number of meals to be served in column -6 (col.4Xcol.5) and Average number of children availed MDM (8/9) in column -10.

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**Table AT -6 : Food Grains Utilization (include Drought coverage incase of)
(Primary) & 6A (Upper Primary)**



- ❖ The gross allocation of FG for FY 2014-15 can not be less than the (no. of children approved by PAB-MDM x working days x 100/150 gms). (Col. 3(R) & 8 (W))
- ❖ Please check the opening balance of food grains as mentioned in the utilization certificate (up to 31st March, 2014) submitted to MHRD. (Col. 4(R)& 9 (W))
- ❖ Provide details of Food Grains lifted from FCI. (Col. 5 (R) &10 (W) lifted upto 31.12.14
- ❖ Provide figure for aggregate quantity (in MTs) of foodgrains used at the school level upto 31.12.14. (Col. 6 (R)&11(W)).
- ❖ Then mention the closing Balance of the food grains for Rice and Wheat in Column no 7 (R)&12 (W)..

Table AT-6B : PAYMENT OF COST OF FOOD GRAINS TO FCI **(Primary and Upper Primary Classes I-VIII) during 2014-15**



- ❖ **Allocation for cost of food grains for 2014-15,**
- ❖ **Opening Balance as on 01.04.14**
- ❖ **Central Assistance Released by GOI**
- ❖ **Bill raised by FCI and payment made to FCI**
- ❖ **Reasons for Less payment**
- ❖ **Unspent Balance**
- ❖ **Pending bills of previous years and details of their payment in column no 11 &12.**

Table AT -6 C : Utilisation of foodgrains-Coarse Grain during 2014-15)



- ❖ The gross allocation of FG for FY 2014-15 can not be less than the (no. of children approved by PAB-MDM x working days x 100/150 gms). (Col. 3 & 8 for Prry and U.Prry)
- ❖ Please check the opening balance of food grains as mentioned in the utilization certificate (up to 31st March, 2014) submitted to MHRD. (Col. 4 & 9 for Prry and U.Prry)
- ❖ Provide details of Food Grains lifted from FCI. (Col. 5&10)
lifted upto 31.12.14
- ❖ Provide figure for aggregate quantity (in MTs) of foodgrains used at the school level upto 31.12.14. (Col. 6&11 for Prry and U.Prry).
- ❖ Then mention the closing Balance of the food grains for for Prry and U.Prry in Column no 7&12.

Table AT-7 & 7A : Utilization of Cooking Cost

(include Drought coverage incase of)

- ❖ Provide district wise details of allocation of funds for cooking cost for primary/Upper primary section for both Central as well as State share. (Col 3, 4 & 5)
- ❖ The Central/State share should not be less than the (no. of children approved by PAB-MDM x working days x Central/State share per meal for cooking cost)

Cooking Cost Conti.. (Table AT-7& 7A)

- ❖ Please check the opening balance of cooking cost figure as mentioned in the utilization certificate (1.4.14,) submitted to MHRD. (col. 6, 7& 8) both Central and State Share
- ❖ Provide district wise details of cooking cost received by the district both Central and State share. (col. 9, 10 & 11)
- ❖ District wise details of utilization of cooking cost (col. 12, 13 & 14) both Central and State share
- ❖ Total Unspent Balance as on 31.12.2014 (col. 15, 16 & 17)

Table no. AT-8 & 8A (Pry &U.Pry) :
**UTILIZATION OF CENTRAL ASSISTANCE TOWARDS HONORARIUM TO
COOK-CUM-HELPERS**



- ❖ **No. of Cook-cum-helpers approved by PAB-MDM**
 - ❖ **No. of CCHs engaged by States/UTs**
 - ❖ **Allocation for the FY 2014-2015 (Central and state share for Honorarium)**
 - ❖ **Opening balance as on 01/04.2014 (Central and state share)**
 - ❖ **Central Assistance received (Central and state share)**
 - ❖ **Expenditure against the Honorarium Paid to CCH (Central and state share)**
 - ❖ **Unspent Balance as on 31.12.14**
 - ❖ **Mode of Payment (cash / cheque / e-transfer) in column no 20**
 - ❖ **No. of CCH having bank account in column no 21.**
 - ❖ **No. of CCH receiving honorarium through Bank Account in column no 22**
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Table AT-9 : Utilization of Central Assistance towards Transportation Assistance (Primary & Upper Primary Classes)



- ❖ Allocation for 2014-15,**
 - ❖ Opening balance as on 01.04.2014**
 - ❖ Central assistance received**
 - ❖ Rate of Transportation Assistance (Per MT) in column
no 6**
 - ❖ Expenditure incurred in column no 7**
 - ❖ Unspent balance in column no 8**
-

Table AT- 10 : Utilization of Central Assistance towards I

Component wise details of

- ❖ Allocation for 2014-15,**
 - ❖ Opening balance as on 01.04.2014**
 - ❖ Central assistance received**
 - ❖ Contribution by State, if any**
 - ❖ Expenditure incurred**
 - ❖ Unspent balance**
-

Table- AT-11

Utilization of funds for Construction of Kitchen-cum-Stores



- ❖ **Total year wise allocation during 2006-07 to 2014-15**
- ❖ **Year wise allocation in col 3 & 4 (Physical and Financial)**
- ❖ **Provide the details of constructed KS in col 5 & 6.
(Physical and Financial)**
- ❖ **Provide the details of in progress KS in col 7 & 8(Physical
and Financial)**
- ❖ **Provide the details of Yet to start KS in col 9& 10. (Physical
and Financial)**
- ❖ **If KS Constructed through Convergence provide details in
Col 11**

Table- AT-11A

Utilization of funds for Construction of Kitchen-cum-Stores



- ❖ **Total district - wise allocation during 2006-07 to 2014-15**
- ❖ **Year wise allocation in col 3 & 4 (Physical and Financial)**
- ❖ **Provide the details of constructed KS in col 5 & 6. (Physical and Financial)**
- ❖ **Provide the details of in progress KS in col 7 & 8. (Physical and Financial)**
- ❖ **Provide the details of Yet to start KS in col 9 & 10. (Physical and Financial)**
- ❖ **If KS Constructed through Convergence provide details in Col 11**

Table- AT-12

Utilization of funds for Procurement of Kitchen Devices



- Total district - wise allocation during 2006-07 to 2014-15
- Total district - wise allocation in col 3 & 4 (Physical and Financial)
- Provide the details of Procured KD in col 5 & 6. (Physical and Financial)
- Provide the details of in progress KD in col 7 & 8(Physical and Financial)
- Provide the details of Yet to start KD in col 9 & 10. (Physical and Financial)
- If KD Procured through Convergence provide details in Col 11

Table- AT-12 A Replacement

- Total district - wise allocation during 2006-07 to 2014-15
- Total district - wise allocation in col 3 & 4 (Physical and Financial)
- Provide the details of Procured KD in col 5 & 6. (Physical and Financial)
- Provide the details of in progress KD in col 7 & 8. (Physical and Financial)
- Provide the details of Yet to start KD in col 9 & 10. (Physical and Financial)
- If KD Procured through Convergence provide details in Col 11

Table no.AT-13 & 13A (Pry &U.Pry)



Number of school working days for 2015-16

Furnish details with regard to :

- Total number of days in the Month in column no -3
- Vacation Days
- Sundays, Other School Holidays
- Total no. of holidays
- Academic Calendar (No. of Days)
- Anticipated no. of Working Days (3-8)
- Anticipated No. of working days for NCLP
- Remarks

Requirement of central Assistance Table no.14&14A (Pry & UPY)



- ❖ Average no. of children availed MDM during (01.04.14-31.12.14)
- ❖ Anticipated no. of working Days
- ❖ Requirement of Food grains(In MTs)
- ❖ Requirement of Funds for food grains (in Lakhs)
- ❖ Requirement of funds for cooking Cost (in Lakhs)
- ❖ Requirement of funds for T.A. (in Lakhs)

Table no.14 B (Pry & UPY) for NCLP Children

Table no.14 C & D (Pry & UPY) for Children covered in Drought affected areas

Table-AT-15 15 A : Requirement of Kitchen-cum-stores



- ❖ Total No. of schools (Govt,G.A. &LB) excluding newly opened school
- ❖ KS sanctioned during 2006-07 to 2014-15
- ❖ KS Constructed through convergence
- ❖ Balance requirement of kitchen-cum-stores

15 A : Plinth area wise requirement of Kitchen cum Store. (20sq Mtr), (24 sq Mtr), (28 sq Mtr), (32 sq Mtr) etc

- ❖ No of Schools having Kitchen Sheds
- ❖ Kitchen –cum-store Proposed this year
- ❖ Unit Cost
- ❖ Fund Required
- ❖ The total Requirement

AT16 : Requirement of Kitchen Devices during 2015-16 (Replacement)



- Name of the Districts.
- Total Number of Institutions (all schools including STC)
- Number of Kitchen Devices sanctioned during 2006-07 to 2014-15
- Kitchen Devices procured through convergence
- Balance requirement of Kitchen Devices
- Replacement of Kitchen Devices.

Table AT-17 Requirement of Cook –cum –Helpers for 2015-16



- Details of institutions and the enrollment in these institutions.
- No. of Cook cum Helper engaged.
- Additional requirement of CCH as per the norms over and above the PAB approval (for Primary and Upper Primary).
- Total number of CCH
- Honorarium required

Table AT-18 School Management Committee(SMC) at school level

Formation of School Management Committee for monitoring the scheme for Primary, Primary with upper primary schools, and Upper primary schools.

Table - AT-19

Information of the no. of Institutions assigned to different types of Implementing Bodies.

PRI /GP/Urban Local bodies , SHG ,VEC / WEC, Youth Club of NYK, NGO ,Trust , Others

Table: AT-20 : Information on Cooking Agencies (Centralised Kitchen)

District wise information on the Self Help Groups:

Number of SHG covered, Number of Institution Covered and Number of children covered

District wise information on number of Cook cum helpers

District wise information on number of Cook cum helpers, number of institution covered and number of children covered.

Table: AT-20 A : Information on Cooking Agencies (Centralised Kitchen)

- District wise information on NGOs serving MDM, Kitchen, number of children covered.**
- District wise information on Trusts serving MDM, Kitchen, number of children covered.**

TABLE : AT-21 SCHOOL HEALTH PROGRAMME (Rastriya Bal Swasthya Karyakarm)



The number of institutes and Children covered under RBSK

- Health Checkups done under RBSK
- IFA Distribution
- Deworming Medicine distributed under RBSK.
- Vitamin A syrup distributed
- Spectacles distributed.

Rashtriya Bal Swasthya Karyakram (RBSK) is a new initiative aimed at screening over 27 crore children from 0 to 18 years for 4 Ds - Defects at birth, Diseases, Deficiencies and Development Delays including Disabilities. Children diagnosed with illnesses shall receive follow up including surgeries at tertiary level, free of cost under NRHM.

Table: AT 22 Information of cooking Agencies in the districts



- No. of Centralized Kitchens working and no. of children covered
- No. of Self Help Groups (SHG) working and no. of children covered
- No. of Non Government Organizations.(NGO) working and no. of children covered
- No. of Trust working and no. of children covered
- No. of Institutions in which cook cum helpers are working and no. of children covered.

Table: AT 23

Adequate budgetary provisions as per the proposal submitted for year 2015-16, for both Centre and State share for primary and upper primary category wise (Gen, SC and ST).

Table: AT - 24 : Annual and Monthly Data Entry Status MDMS:2013-14



Name of the District	Total Institutions	No. of Institutions for which Annual Data entry completed	No. of Institutions for which Monthly data entry completed								
			April	May	June	July	Aug	Sept	Oct	Nov	Dec
1	2	3	4	5	6	7	8	8	9	10	11

Table: AT - 25 : Manpower Dedicated for MDMS

District wise Engagement of regular, Part time and contractual employees

Table AT- 26: Status of LPG Connection and Proposal

- ❑ In this table in which the information related to LPG has to be filled in.**
- ❑ No of LPG connections existing vis a vis number of connections proposed for 2015-16**
- ❑ No. of cylinders used in year 2014-15 at subsidised and unsubsidised rate.**
- ❑ Expenditure during 2014-15 (Rs. in Lakh) subsidised and unsubsidised rate**
- ❑ Proposal for 2015-16 for Unsubsidized Cylinders and cost of Unsubsidized Cylinders**

Social Audit

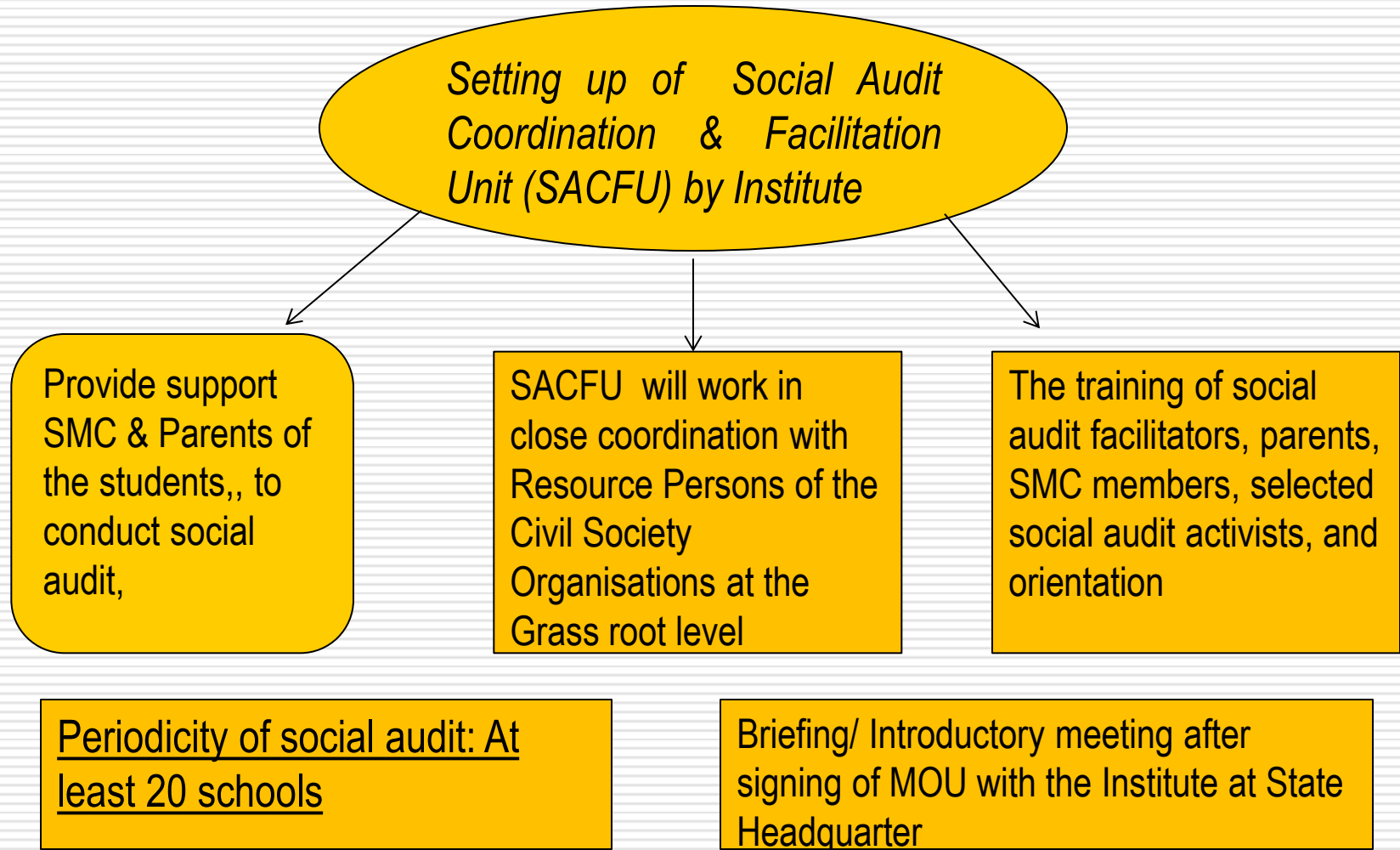
- ❑ To ensures public accountability/community involvement for the programmes implemented by the government or other agencies for a particular area/community
- ❑ In a social audit, the people and the government jointly monitor the scheme.
- ❑ Social Audit on Pilot basis in Andhra Pradesh in 2012-2013 in two districts of the State and very encouraging findings came out,.
- ❖ MHRD decided to carry out social audit of Mid Day Meal Scheme in 9 more States on the lines of pilot study conducted in Andhra Pradesh
- ❖ Bihar,Karnataka,MadhyaPradesh,Maharashtra,Odisha, Punjab, Rajasthan Tamil Nadu and Uttar Pradesh.

Conti.. MHRD Decision.



- ❖ The State Governments shall utilize the MME funds of the MDMS for conducting social audit in their State;
- ❖ Local eminent Institute of the State be engaged as a nodal agency by the State for conducting Social Audit;
- ❖ To be conducted in 2 Districts of each of the 9 States.
- ❖ An MOU with the Local Eminent Institute may be signed for conducting the social audit in their respective States from the MME funds of the State;
- ❖ For conducting social audit guidelines have been issued to enable State Governments for carrying out the Social Audit of the Mid Day Meal Scheme.

The Steps for Social Auditing are:



Cont..

- ❖ State Government's designated nodal officer for Social Audit will collect all the relevant records and hand them over to the SACFU.
- ❖ Identification and training of social audit facilitators.
- ❖ Social audit process at the school/community level will begun
- ❖ **Public Hearing:** A Public Hearing open to all will be conducted at the Gram Panchayat level or at the cluster level (4 to 5 schools) as a culmination of the social audit process.
- ❖ **Submission of Report**

Table: AT – 27 : Details of Social Audit during 2014-15 and proposed for 2015-16



- **Name of the District.**
- **Name of Organization/ Institute for conducting social audit**
- **No . of schools to be covered.**
- **Total outlay (in Rs)**
- **Status: Completed (Yes/ No), In Progress (Training/ conduct at school/ public hearing) and Not yet started.**
- **Action Taken by State Govt. on findings**
- **Total Exp. (in Rs)**
- **Proposed for 2015-16 (No. of schools)**

Note: Guidelines for conducting Social audit is available on the MHRD Website.

Status of Social Audit in the States

1	Bihar	Institute Selected and MOU signed	Name of the Institute: Asian Development Research Institute(ADRI), Patna	Briefing meeting already conducted at Patna attended by the officer from MHRD. Work has started for both the districts Saran and Lakhisarai. Final report will be submitted by Feb 2015
2	Karnataka	In progress of selecting Institute for conducting social audit		Bellary and Bijapur
3	Madhya Pradesh	In progress of selecting Institute for conducting social audit		Districts selected
4	Maharashtra	Talk in progress with Yashda Institute		Districts selected
5	Odisha	Institute Selected and MOU signed	Name of the Insitute/NGO is Lokdrusti	Briefing meeting already conducted at Bhubaneshwar . Work has started for the district Naupada Final report will be submitted by December 2015 tentatively
6	Rajasthan	In progress of selecting Institute for conducting social audit		Yet to communicate
7	Punjab	In progress of selecting Institute for conducting social audit		Yet to communicate
8	Tamil Nadu	Already Started	It is conducted through Gram panchayat in all districts. The State is now in the process of finalising MOU with rural Development Department for conducting social audit on regular basis.	In Progress
9	Uttar Pradesh	State Institute of rural Development Lucknow.	Soon MOU will be signed with SIRD Lucknow.	Districts selected Shrawasti and Sahajahan pur 59

Table: AT - 28 : Details of Discrimination of any kind in MDMS



- **Number of complaints on discrimination based on Gender, Caste, community, Serving by disadvantaged section and Sitting Arrangement,**
- **Source of information : State functionaries MI Report, Parent/Children/Community , Media , Social Audit Report and Others.**
- **Details of Action Taken by State Govt.**

Table: AT - 29 : Details of Engagement and Apportionment of Honorarium to cook cum helpers (CCH) between schools and Centralized kitchen



- **Name of District and Total no. of cent. Kitchen**
- **Physical details: No. of Institutions covered, No. of children covered, No. of CCH engaged at Cent. Kitchen, No. of CCH engaged at schools covered by centralised kitchen.**
- **Financial details (Rs. in Lakh) : Honorarium paid to cooks working at centralized kitchen , Honorarium paid to CCH at schools covered by centralised kitchen and Total honorarium paid (col 9 + 10)**
- **Note: Total number of cook-cum-helpers can not exceed the norms for engagement of cook-cum-helpers.**

Table: AT - 30 : Information on NGOs covering more than 20,000 children



- **Name of District and Total no. of NGOs covering more than 20000 children**
- **Name of NGOs**
- **Total no. of institutions covered**
- **Total no. of children covered**
- **Maximum distance covered from Centralised Kitchen**
- **Foodgrain (in MT)- Released and Utilization**
- **Cooking cost (Rs in Lakh) - Released and Utilization**
- **Honorarium to CCH (Rs in Lakh)- Released and Utilization**
- **Transportation Assistance (Rs in Lakh)-Released and Utilization**
- **LPG Reimbursement (Rs in Lakh)-Released and Utilization**

Table: AT - 31 : Details of Grievance Redressal cell

	State(Yes/No) Give details	District (Yes/No) Give details	Block (Yes/No) Give details
Dedicated Nodal Department for MDM			
Dedicated Nodal official for MDM			
Mode of receiving complaints			
Toll free number			
Dedicated landline number			
Call centre			
Emails			
Press news			
Radio/T.V.			
SMS			
Postal system			

Nature of Complaints

Food Grain related issues

Delay in Funds transfer

Misappropriation of Funds

Non payment of Honorarium to cook-cum-helpers

Complaints against Centralized Kitchens/NGO/SHG

Caste Discrimination

Quality and Quantity of MDM

Kitchen –cum-store

Kitchen devices

Mode of cooking /Fuel related

Hygiene

Harassment from Officials

Corruption

Any untoward incident

Others

Status of Complaints

Action taken by the State

Table: AT - 32 : Details of IEC Activities



- **No. of IEC Activities**
- **Level: State, District/Block and School.**
- **Tools: Audio Video, Print, Traditional (Nukkad Natak, Folk Songs, Rallies, Others)**
- **Expenditure Incurred (in Rs)**
- **Proposed for 2015-16**

Table AT -33 :Quality Safety and Hygiene



- Number of Schools having hand- washsing facility
- Types of facility of Hand washing
 - ✓ Multi-tap,
 - ✓ Tap,
 - ✓ hand pump,
 - ✓ Pond/Well/Stream
 - ✓ others

Tasting of Meals by

- Teacher
- Community
- CCH

Table: AT - 34 : Contribution by community in form of Tithi Bhojan or any other similar practice

- ❖ Name of the District.
- ❖ Full meal in lieu of MDM: Number of school covered and Meals served and Value (in Rs)
- ❖ Additional Food Item:No. of schools , Children benefitted, Name of the items and Value (in Rs)
- ❖ No. of schools received contribution: In kind, In any other form and value (in Rs.)

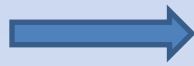


**Tithi Bhojan in Rajpur
Primary School,
Ta- Siddhpur, Dist –
Patan, Gujarat**

**Complementary sweets from
Community Leader in Manej
Primary School, Dist- Anand,Gujarat**



**Van Bhojan (Picnic) Khambhat,
Dist-Anand,Gujarat**





मध्याह्न भोजन योजना
Mid Day Meal Scheme



Thank You !