

National Programme

Of

Mid Day Meal in Schools

[MDMS]



Annual Work Plan And Budget

2018-19

KERALA

MID DAY MEAL PROGRAMME

1. Introduction

Mid Day Meal Programme is one of the most important programmes of the Government of India to encourage children to come to schools and take part in the learning process without worrying for their meal. The Programme/Scheme was initiated on the basis of the philosophy that “ when children have to sit in class with empty stomachs, they cannot focus on learning”. The programme in the holistic manner helps in enhancing enrolment, attendance and retention of primary school children while simultaneously

Main objectives of the Scheme.

- 1) To increase enrolment, retention and to strengthen the learning abilities of the beneficiaries, especially of children belonging to the weaker and disadvantaged sections of the society.
- 2) To provide nutritious meal to school children so as to achieve the goal of a healthy mind in a healthy body.
- 3) To promote and establish a cordial relationship, mutual understanding, healthy friendship and emotional unity among children irrespective of their caste, religion and colour by providing them a common dish and make them eat it at a common place in their respective school premises.

Origin of the Scheme

Mid Day Meal scheme was launched as a Centrally Sponsored Programme on the 15th of August 1995 by the Government of India.. The scheme originally covered the children of primary schools (studying in standards. I to V) in Government, Local Body controlled and Government Aided Schools. In October 2002, the scheme was further extended to the children studying in Education Guarantee Scheme (EGS) and Alternative Innovative Education centers. During the same academic year, the scheme was further extended to cover Upper Primary Schools/Sections.

Mid Day Meal Scheme in the State of Kerala

Kerala is a pioneer having launched the Scheme in 1984 well before it was introduced by the Central Government. The Scheme was introduced for the first time in the State in LP Schools of 222 coastal villages having fishermen as majority. In the year 1985, the scheme was extended to cover all LP schools (Std. I to IV) and during 1987-88 it was extended to cover all Upper Primary Schools (std. V to VII) in the state. The Scheme was finally extended in 2007-08 to bring the students of Std.VIII under its ambit. When Government of India launched the Scheme as a centrally sponsored one in 1995, Government of Kerala decided to implement it in continuation of its existing scheme.

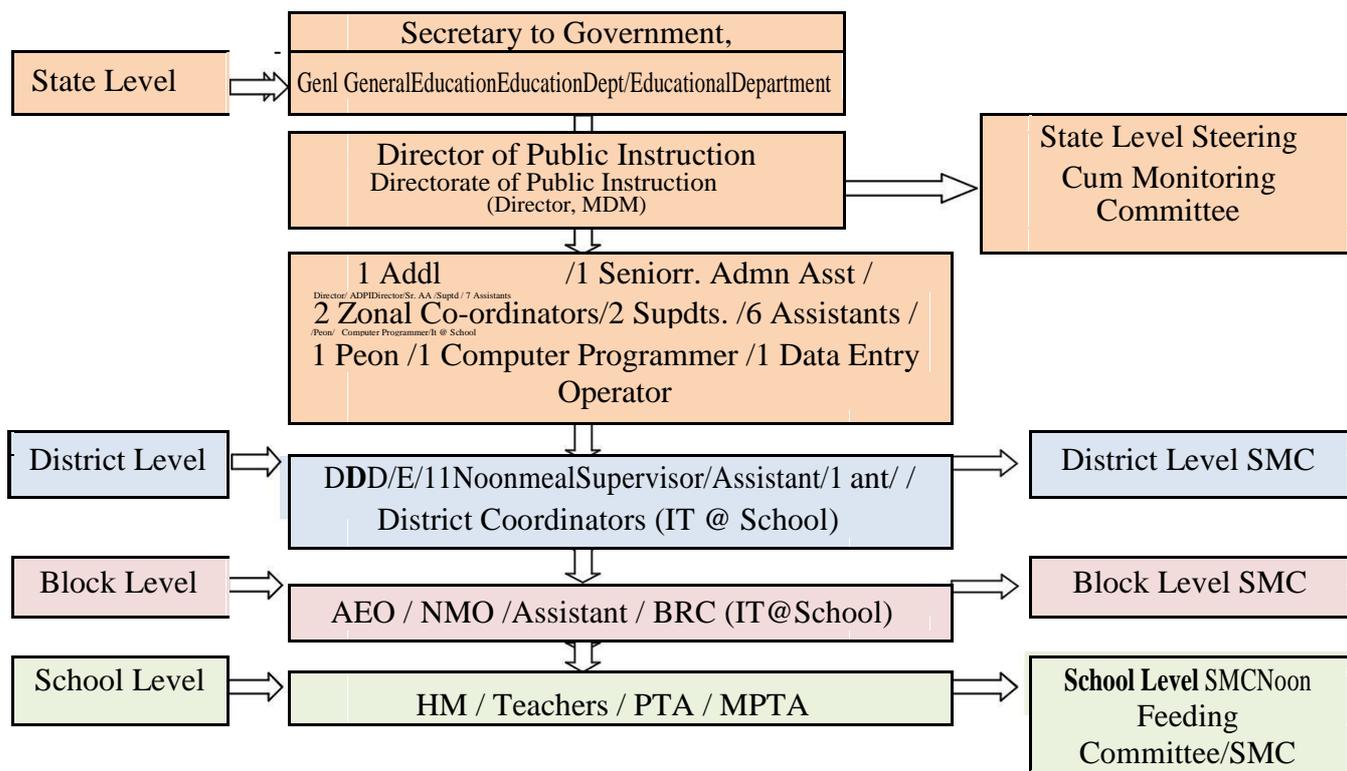
The Mid Day Meal Scheme in Kerala now caters to all the students from the Primary to Upper Primary Divisions in Government, Local Body controlled, Government Aided and Special Schools.

The scheme consists of supply of cooked food to school children which is prepared using rice, pulses, vegetables, egg, milk and coconut oil/palmolien. As of now 12327 schools and 25, 84,156 students are enjoying the benefits of the scheme. The Scheme is going on in all these schools without serious flaws. More than 600 crores of rupees is being spent every year for the conduct of the Scheme in the State.

The coverage under the MDM Scheme against Enrolment for the year 2017-18 is given below.

Year	Enrolment		Coverage in the MDM Scheme		Percentage
	Primary	Upper Primary	Primary	Upper Primary	
2017-18	1592053	1057143	1566029	1018127	97.54

1.1 Management Structure



1.2 Process of Plan Formulation at State and District Level

AWP&B for the State is evolved after detailed discussions based on the data received from the District Levels and the resources that can be made available from the state for the implementation for the scheme. District level Plans are prepared by the Deputy Directors of the 14 districts on the basis of the data from block and school levels. Once the District Plans and write ups are prepared, they are sent to the Director of Public Instruction for preparing the State Level Plan and Budget. After examining and verifying the district plans, the MDM team at the State Level prepares State AWP&B. The Director of Public Instruction supervises and manages the entire process leading to the preparation of AWP&B. The other officials involved in the implementation of the MDM Scheme also participate in the process of the AWPB preparation. Once the State Annual Work Plan and Budget is approved by the State Level Steering cum Monitoring Committee, it is submitted to MHRD.

2. Description and assessment of the programme implemented in the Current year (2017-18) and proposal for the next year (2018-19)

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

Mid Day Meal is regularly served on all school working days to all the children in the primary and upper primary divisions. Interruptions in the supply of meal have not been reported from anywhere across the state during the current academic year. Cooking cost and honorarium to Headmasters and Cook cum Helpers respectively are disbursed in advance (for three months in advance) by e- transferring the amounts directly to their bank accounts. Irrespective of all these measures, if there occurs any contingency arising due to shortage of funds or shortage of food grains, the school PTAs will promptly intervene and take appropriate steps to ensure that mid day meal programme proceeds uninterrupted.

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

Mid-Day Meal Scheme is managed, monitored and supervised at school level by the “School Mid day Meal Committee“ which consists of PTA President, members of Mother PTA, representatives of Parents of children belonging to SC/ST category and minority communities, Ward Member, Head of the institution and Teachers’ representatives.

The School Mid day Meal Committee appoints cook cum helpers. It also decides the menu. Meal is prepared in the school premises in separate kitchens. A sizable number of schools have separate dining halls for serving the meal. In schools that lack dining halls, the prepared meal is taken to the class rooms and served hot by the teachers. PTA and SMC members actively participate in the serving of the meal.

Members of Mother PTA, SMC and the Panchayat/Municipal Ward Member concerned ensure the quality of food served. Representatives of teachers, mother PTA and SMC taste the food and ensure its quality before being served to the children. A separate Register is maintained at schools to record the remarks/opinions of the members of SMC and parents who taste the quality of food. The Register is regularly inspected by the Noon Meal Officer at the block level.

The school Mid day Meal Committee verifies the claims and admits all the accounts related to Mid Day Meal in the school before submitting them to the Block Level Officer.

2.3 Details about Weekly Menu

2.3.1. Weekly Menu-Day wise

The menu is decided by the School Noon Feeding Committee. However, a general pattern shows the following menu across the state.

Monday	-Rice + green gram & coconut dish +vegetable curry (sambar)
Tuesday	-Rice +vegetable mix (avial) + spicy soup pickles
Wednesday	-Rice + Vegetable curry + green gram/red gram & coconut dish
Thursday	-Rice + green gram dal curry+ vegetable mix
Friday	- Rice +bengal gram or green gram +vegetable curry (sambar)

Irrespective of the above menu, a vegetable chart is advised for good Nutrition as follows:

Mon.	Tue.	Wed	Thu	Fri
Leafy veg.	Red, Yellow Orange Veg.	Pulses	White/Tan Veg.	Green Colour Veg.
Amaranth	Beetroot	Green gram	Cauliflower	Ladies finger
Spinach	Onions	Red gram	Potato	Green peas
Drumstick leaf	Tomato	Bengal Gram	Radish	Beans
Other edible green leaves	Carrot Pumpkin	Tur dal	Ash gourd Cucumber	Bitter gourd Bottle gourd

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

Egg/Banana - Once a week; cost per unit per day is Rs.1/-

Milk - 150 ml twice a week; cost per unit per day is Rs.1.80/-

The entire cost for supplying egg/banana and milk is met from state exchequer

2.3.3. Usage of Double Fortified Salt

Since Double Fortified Salt is not available in the State, Iodised Salt is used.

2.3.4. At what level menu is being decided / fixed

A committee known as 'Mid day Meal Committee 'is constituted at the school level with PTA President as Chairman and the Headmaster of the school as the Member Secretary. Members form MPTA, Parents of SC/ST children, representatives of parents of children belonging to SC/S and minority communities, Teachers'

representatives, Ward Member from the LSG are the other members. The committee is convened once in every month. The Committee decides the menu for the Mid Day Meal.

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.

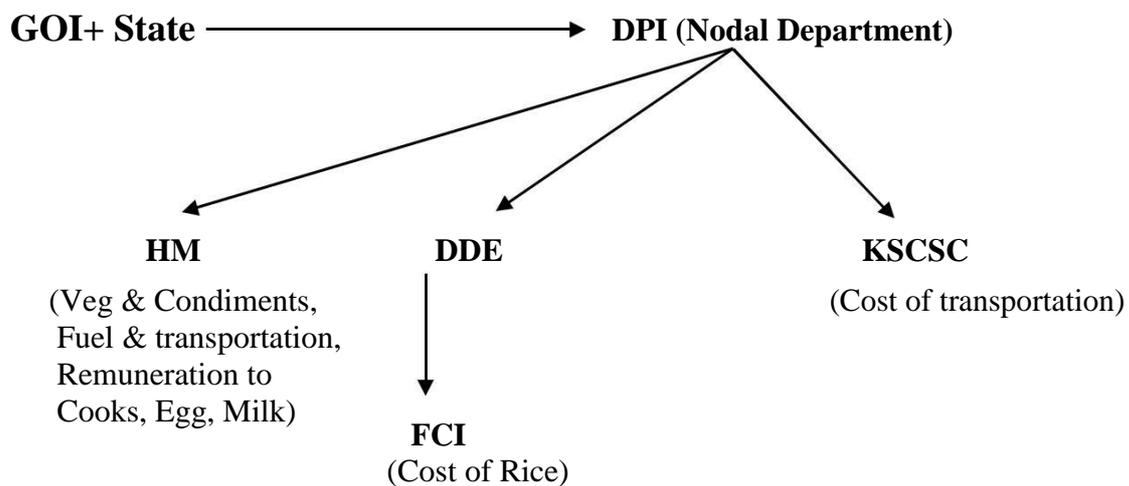
School level Mid day Meal Committee decides the menu after considering the local/seasonal availability of provision.

2.3.6. Time of serving the meal

12.30.p m to 1.30.pm in urban areas and 1.pm to 2.pm in rural areas.

2.4 Fund Flow Mechanism

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



2.4.2 Mode of release of funds at different levels

40% of cooking cost & remuneration to cook-cum-helpers (for the first 4 months) is e- transferred directly to the bank accounts of Headmasters and cook-cum-helpers respectively during the last week of May. The next installment for another 3 months is released during the 1st week of October. The last and final instalment will be released in the month of February (next calendar year).

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

Details is given in Table AT-2A of the formats

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

There occurs no delay in the release of funds

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

There occurs no delay in the release of funds

2.4.6 Initiatives taken by the state for pre-positioning of funds with the Implementing agencies in the beginning of the year for the smooth and uninterrupted implementation of the Scheme.

Funds for cooking cost and honorarium to cook cum helpers are released in advance. 40% of cooking cost & remuneration to cook-cum-helpers for the first 4 months is e-transferred directly to the bank accounts of Headmasters and cook-cum-helpers respectively during the last week of May. The next installment for another 3 months is released during the 1st week of October. The last and final installment will be released in February next calendar year..

2.5. Food grain Management

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

District Administration accords sanction for lifting the allocated food grains on monthly basis starting from the 1st day of the month proceeding the allocation quarter.

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

The Kerala State Civil Supplies Corporation is the nodal agency for lifting the food grains from FCI. The Corporation has an inspection wing, which inspects and ensures the quality of the food grains at the time of lifting.

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 food grain 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

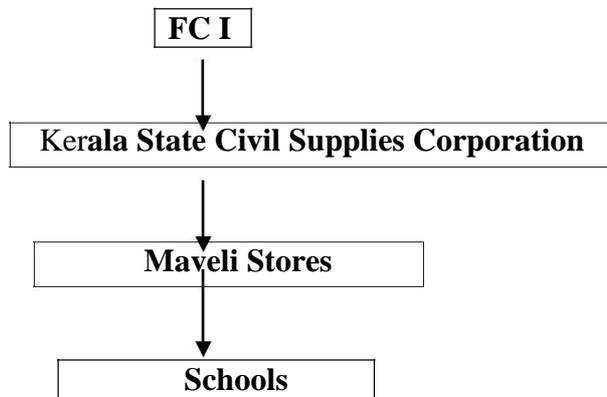
No.

2.5.4 System of transportation and distribution of food grains

The Kerala State Civil Supplies Corporation is the nodal agency for lifting the food grains from FCI and supplying the rice to the implementing agencies through its commercial outlets called 'Maveli Stores.' The Headmaster is in charge of

procuring food materials (rice, pulses etc) from the outlets of Civil Supplies Corporation.

Food Grain Flow Chart



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

Yes.

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

The Kerala State Civil Supplies Corporation lifts the food grains from FCI Depots, stores it in its own depots and then re-distributes to schools through its commercial outlets known as “Maveli Stores”. Each outlet has adequate storage facility. School Mid day Meal Committee arranges for the procurement of food materials (rice, pulses etc) from the outlets of Civil Supplies Corporation and keep it in the store room of the school.

2.5.7. Challenges faced and plan to overcome them

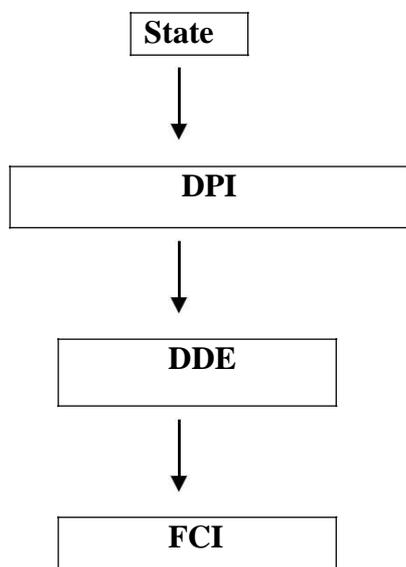
The food grain distribution is done in a very healthy and good manner. Shri. A.P. M .Mohammed Hanish IAS, the Chairman and Managing Director of Kerala State Civil Supplies Corporation has been requested recently to issue directions to the concerned officials of the Corporation to ensure the door delivery of rice and other food materials to schools considering the fact that the Department is paying an additional amount of Rs.1400/- per metric ton in addition to the central assistance of Rs.750/- per MT towards transportation charges.

2.6 Payment of cost of food grains to FCI

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

In each district, Deputy Director of Education is designated as the Nodal Officer for making payment to FCI. Normally, the cost of food grains for the 1st & 2nd quarter is e-transferred to the District authority in the 1st week of April/June and the cost of 3rd & 4th quarter transferred in the 1st week of September/October. Directions were given to the District Authorities to make payment to FCI on the same day of the receipt of bill from FCI.

Payment of Cost to FCI- Flow Chart



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

There is no outstanding amount pending with the State for payment to FCI for the previous year.

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

There is no outstanding amount pending with the State for payment to FCI for the previous year.

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.

Deputy Director. Education is designated as the Nodal Officer. Directions have been given to the District Authorities to conduct regular meetings with FCI.

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

Yes

2.6.6 Status of monthly meetings by the District Nodal Officer with the FCI

Directions have been given to the District Authorities to conduct regular meetings with FCI. Reports from District authorities show that a minimum of two meetings each in a district have taken place so far during the current year.

2.6.7 The process of reconciliation of payment with the concerned offices of FCI

Directions were given to the Deputy Directors of education to make payment on the same day of receipt of bill from the FCI .It has also been instructed to carry out regular reconciliation of the figures with the concerned offices of FCI and report the situation to the State Office.

2.6.8 Relevant issues regarding payment to FCI

No relevant issues prevail. Director of Public Instruction (Director, MDM, Kerala) holds regular meetings with all the Deputy Directors of Education. The Deputy Directors report that there occurs no delay on their part in disbursing the cost of rice to FCI.

2.6.8 Whether there is any delay in payment of cost of food groups to FCI and steps taken to rectify the same

Directions were given to the Deputy Directors of education to pay the same to the FCI on the same day of receipt of bill from the FCI. FCI has so far not complained about any delay in getting the funds from the Education Department.

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

Yes

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

As per State Norms, one cook is engaged for every 500 students. Proposals are before the Government to revise the norms and to appoint one cook for every 250 students in a school. In such case, 1210 number of cooks (over and above PAB approval for 2017-18) will be required additionally.

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

Yes. As per State Norms, a total number of 14554 cooks are to be engaged. However 14373 cook cum helpers are currently being engaged in the State.

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

Remuneration to cooks is e-transferred directly to their bank accounts concerned

2.7.5 Whether the CCH were paid on monthly basis

Yes, they are paid on monthly basis.

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

A minimum of Rs.400/- is paid as wages for each working day to the cook for a student strength up to 150. For strength exceeding 150, 25 paise per child is additionally paid subject to a maximum wage of Rs.475/-. On an average, a cook-cum-helper in Kerala gets a total amount of Rs. 9000/- per month towards honorarium.

2.7.8 Number of cook-cum-helpers having bank accounts

All the 14373 cooks currently working in the State have bank accounts and Aadhar.

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

All the 14373 cooks currently working in the State are receiving honorarium through their bank accounts

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

Directions were given to the school Headmaster/Headmistress to take steps to make health check-ups of cook-cum-helpers every six month.

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

Directions were given to the school Headmaster/Headmistress to make the cook cum helpers wear head gears and gloves at the time of cooking of meals. During surprise inspections conducted by department officials, it has been found that in most schools cook-cum-helpers wear head gears and gloves at the time of cooking the meal.

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

MDM Scheme is implemented at the school level by the school Mid day Meal Committee. This committee is vested with power to appoint cook cum helpers. Preference is given to those from the socially and economically weaker sections and

disadvantaged segments of the society. Meals are prepared in the school premises only.

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

State Government has evolved a systematic mechanism for the regular training of cook cum helpers employed under Mid day Meal Scheme. Under the mechanism, certain number of cook cum helpers are selected from every district and trained at State Food Craft Institutes. A hand on training on scientific cooking methods and skills are imparted to them. The Course module covers aspects such as planning and preparation of several local and palatable dishes/cuisines with special emphasis on hygiene and nutrition. Awareness on the operational guidelines of mid day meal scheme is also a part of the training.

During the year 2017-18, 30 cook cum helpers each from all the 14 districts were selected and trained at the 12 food craft institutes functioning in the State. The one day training involved hands-on practical training on cooking and aspects of nutrition and hygiene. The training was scheduled on holidays. These trained cook cum helpers were then designated as master trainers. The service of these master trainers was then utilized to train cook cum helpers at the sub district level. In this way, all the cooks were trained during the year 2017-18.

A total of 163 trainings were organized by the master trainers under the auspices of sub district level educational officers.

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

All the mid day meal cook cum helpers are brought under the Minimum Wages Act as per a Notification issued by State Labour Department. In continuation with this, Government is now actively considering a comprehensive plan submitted by Director of Public Instruction to extend benefits such as PF and ESI to all the 14373 cook cum helpers in the State. A decision in this regard will be taken immediately.

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

School Mid day Meal Committees are vested with the responsibility to procure food materials (rice, pulses etc) from the outlets of Civil Supplies Corporation and also other articles such as vegetables, condiments, oil, fuel etc from either the outlets of Civil Supplies Corporation or from open market. Earlier Headmasters used to go to the outlets of Civil Supplies Corporation for procuring food grains. The practice has been completely done away with.

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

Permanent or semi permanent kitchen sheds are put up in each and every school. Every school has a permanent or semi permanent room for the safe storage of ingredients and condiments.

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

The meal is prepared in the school premises (in separate Kitchen sheds). Members of mother PTA are actively participating in cooking and serving of food. The presence of mother PTA ensures the quality of food. Teachers and members of SMC supervise the serving of meal and taste the meal before it is served to children. A separate Register is maintained at all schools to record the remarks/opinions of SMC members who taste the meal.

2.9 Fuel used for cooking Mid Day Meal

Fuel used for cooking the mid-day meal is Liquefied Petroleum Gas (LPG).

2.9.1 Number of schools using LPG for cooking MDM

Coverage is 100%. All the 12327 schools in the state which come under Mid day Meal Scheme use LPG for cooking mid day meal.

2.9.2 Steps taken by State to increase the use of LPG as mode of Fuel in MDM

All the 12327 schools in the state which come under Mid day Meal Scheme use LPG for cooking mid day meal. The coverage is 100%. The achievement was made possible by the concerted efforts of Education Department, LSG Institutions and SSA. The State Government had given specific directions to all concerned to completely switch over to LPG based cooking system instead of using firewood as fuel. The cooking cost was revised by the State wef 05.09.2016 keeping this in view. State Government disbursed an amount of **Rs. 5000/- each to all schools in the State as a financial assistance to procure LPG Stoves and LPG connection.**

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

Coverage is now 100%. All the 12327 schools in the state which come under Mid day Meal Scheme use LPG for cooking mid day meal

2.10. Kitchen-cum-stores

2.10.1. Procedure for construction of kitchen-cum-store

In Kerala, the mid day meal scheme was started during 1984. Permanent or semi permanent kitchen sheds were put up in each and every school since 1985. In Govt. aided schools, kitchen sheds were constructed by the school managers. In Govt. schools, kitchen sheds were constructed by Govt or by the PTA. As the scheme is extended to UP section also, in most of the schools, the storage facility and kitchen sheds are found to be inadequate for the present need. Kitchen-cum stores are now being constructed with the joint financial assistance of Central and State Governments in the ratio 60:40. The fund sanctioned by GOI through State Finance Department is released to District Authorities (Deputy Directors of Education). All the kitchen-cum –store units that were sanctioned upto 2009-10 (2450 units) by the Central Government have been completely constructed.

Construction of the 3031 kitchen units for which central assistance has been received will be taken up this year and construction will be completed before 31.03.2019.

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

Yes. The model available in MHRD website, mdm.nic.in is accepted as a standardized model.

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

In Govt. aided schools, kitchen sheds were constructed by the School Managers. In Govt. schools, kitchen sheds were constructed by LSG institutions or by the PTA.

2.10.4 Kitchen cum stores constructed through convergence, if any

A total of 6321 kitchen-cum-store units were constructed through convergence, the details of which are given in **Table AT-11A**.

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

Central assistance for the construction of 3031 kitchen cum store units was received in December 2017. However due to financial constraints, State could not release its mandatory share before the close of the year 2017-18. The State Finance department has agreed in principle to release the amount for constructing the 3031 units of kitchen-cum-stores at the earliest. As soon as the fund is released, it will be e-transferred to the Deputy Directors of Education and the construction of kitchen-cum-stores will be taken up immediately and completed on war footing basis. Construction of the entire 3031 kitchen cum store units will be completely before 31.03.2018.

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

Central assistance for the construction of 3031 kitchen cum store units was received in December 2017. However due to financial constraints, State could not release its mandatory share before the close of the year 2017-18. The State Finance department has agreed in principle to release the amount for constructing the 3031 units of kitchen-cum-stores at the earliest. As soon as the fund is released, it will be e-transferred to the Deputy Directors of Education and the construction of kitchen-cum-stores will be taken up immediately and completed on war footing basis. Construction of the entire 3031 kitchen cum store units will be completely before 31.03.2018

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

No interest has been earned as there exists no unutilized amount of central assistance parked in bank accounts.

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.

A total of 6321 kitchen cum store units were constructed so far in convergence with LSG department. In Government aided schools kitchen sheds were constructed by the School Managers .The construction was taken up at the school level after obtaining

requisite permissions from LSG institutions concerned. The PWD wing of LSG institutions oversees the work. Local contractors engaged by school PTAs/Managers did the construction work of such kitchen cum store units in schools.

2.11. Kitchen Devices

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

The funds released by GOI are allotted to school authorities for procuring Kitchen devices so as to select the item of their need.

2.11.2. Status of procurement of kitchen devices

All the Funds for the procurement of Kitchen devices sanctioned upto 2016-17 were utilized completely. During 2006-07 has been released to schools in April 2016 as per the assurance given in the PAB-MDM held on 19-02-2016. Funds received in 2016-17 for the procurement of kitchen devices in 8279 schools and replacement of kitchen devices in 1473 schools were also utilized completely.

2.11.3. Procurement of kitchen devices through convergence or community/ CSR

In many schools local community or nearby commercial establishments/banks occasionally contribute kitchen utensils, the exact details of which are not available.

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

Eating plates are available in all schools. In some schools eating plates and glasses for drinking water are provided by the PTAs/NGOs/ Alumni Associations. Adequate funds from MME are also provided for procuring plates and glasses.

2.13. Measures taken to rectify

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

Cases of low and uneven utilization of food grains and cooking cost did not exist.

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

No mismatch in utilization of food grains and cooking cost found during 2017-18.

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

Slight variation is seen. It will be rectified. State has developed a comprehensive website cum software to collect accurate data from school, sub-district and district levels. The new software will be operational with effect from 01.56.2018.

2.14. Quality of food

2.13.1. System of Tasting

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

Members of Mother PTA, SMC and the Panchayat/Municipal Ward Member concerned ensure the quality of food served. Representatives of teachers, mother PTA and SMC taste the food and ensure its quality before being served to the children. A separate Register is maintained at schools to record the remarks/opinions of the members of SMC and parents who taste the quality of food. The Register is regularly inspected by the Noon Meal Officer at the block level.

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

Representatives of teachers, mother PTA and SMC voluntarily come forward to taste and examine the quality of meal served. Though an official roster is not maintained, there of course will be a list of such people being kept in the school and with the School Mid day Meal Committee.

2.13.3. Testing of food sample by any recognized labs for prescribed nutrition and presence of contaminants such as microbes, e-coli

State Government in February 2018 (on 20.2.2018) signed a Memorandum of Understanding with a Central Government Laboratory named CEPCI (Cashew Export Council of India) Laboratory and Technical Division for the testing of food and water samples. Food samples are subjected to microbiological and chemical testing. The laboratory chosen is NABL and FSSAI accredited one. The laboratory has a capacity to test 10000 samples per month. Testing of food and water samples were started with effect from 21.02.2018.

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

State Government in February 2018 (on 20.2.2018) signed a Memorandum of Understanding with a Central Government Laboratory named CEPCI (Cashew Export Council of India) Laboratory and Technical Division for the testing of food and water samples. Food samples are subjected to microbiological and chemical testing. The laboratory chosen is NABL and FSSAI accredited one. The laboratory has a capacity to test 10000 samples per month. Testing of food and water samples were started with effect from 21.02.2018.

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

Food samples are subjected to microbiological and chemical testing as per the guidelines prescribed by FSSAI. As per the MOU signed between State Government and the CEPCI Laboratory, the Laboratory shall lift one sample each of water and cooked food from all the 12327 schools for testing. The laboratory will mandatorily cover all schools listed under MDMS in a year.

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

After the signing of MOU on 20.2.2018, the Laboratory lifted a total of 923 samples from 460 schools spread across all the 14 districts in the State. Of these 923 samples, 460 samples pertained to cooked food. These samples were tested for chemical and microbiological parameters. Out of the 460 food samples tested, 14 failed. Presence of E-coli, Coliform and Yeast and Mould were detected in these 14 samples. District level Educational Officers and Senior Scientists from CEPCI Laboratory conducted joint inspections in the schools and reported that contamination had occurred in the post cooking period (before serving the meal) and through the water used for cooking the meal. Corrective measures were initiated by the State Government soon after getting the lab reports. The water sources/tanks/wells were thoroughly cleaned and adequate measures were put in place to ensure that cooked meal is kept in clean utensils before it is served to children. PTA, MPTA and School Mid day Meal Committee were directed to exercise utmost vigil in the preparation and serving of the meal. CEPCI Laboratory will lift food samples from all these 14 schools when schools reopen in June 2018 and conduct further tests to examine whether the samples are fine and meet the required nutritional requirements.

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

Detailed guidelines were issued to all schools in the form of Circulars. A hands- on training on food safety standards with special emphasis on hygiene and nutrition was given to all Headmasters, teachers in charge of MDMS in schools, cook-cum-helpers and sub-district/district level officers during the months of August and September 2017.

2.14. Involvement of NGOs/Trusts.

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

No NGOs/Trusts are involved/engaged in the implementation of the Scheme.

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

The State does not have centralized kitchens.

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

The meal is prepared in the school premises (in separate kitchen sheds) and served hot.

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

The State does not have centralized kitchens

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

The State does not have centralized kitchens

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

The State does not have centralized kitchens

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

The State does not have centralized kitchens

2.14.9 Testing of food samples at centralized kitchens

The State does not have centralized kitchens

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

No NGOs/Trusts are involved/engaged in the implementation of the Scheme

2.15 System to ensure transparency, accountability and openness 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

Directions were given to Headmasters/Headmistress to display logo, entitlement of children and other information of MDM at a prominent visible place in school.

2.15.2. Dissemination of information through MDM website

A comprehensive website has been developed which is on trial now. All the requisite information will be posted on the website. Meanwhile, information has been posted on the web portal of general education department as per the directions of Hon'ble Supreme Court.

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

For the effective implementation and management of the scheme at school level, a School Mid day Meal Committee, consisting of PTA President, members of Mother PTA, representatives of parents of children belonging to SC/ST category and minority communities, Ward Member, Head of the institution, teachers' representatives is constituted at each school. The school Noon Feeding Committee verifies the claims and admits all the accounts of Mid Day Meal every month. A separate Register is maintained for recording the minutes of the monthly meeting of the School Mid day Meal Committee which is periodically inspected by the Noon Meal Officer at the block level. Another register is maintained for the members of SMC and PTA/mother PTA/teachers to record their remarks/opinions regarding the quality of meal served to children. At the State level, the Directorate of Public Instruction issues detailed guidelines in May every year through a circular elucidating the duties and responsibilities of the School Noon Feeding

Committees, School Headmasters, Block level Noon Meal officers and District level Noon Feeding Supervisors and general instructions regarding the supply of nutrient rich meal to children, maintaining hygiene etc. Noon Meal Officers regularly visit a minimum number of 15 schools in every month and ensure that the Mid-day Meal Scheme is being conducted and implemented as per the guidelines issued by MHRD and the State Education Department. Noon meal Officers and Noon Feeding Supervisors periodically conduct audit of accounts at schools and report to the State Authority with their remarks and recommendations. To deal with the matters related to these audited accounts and to receive complaints/grievances, a separate section in the State MDM wing has been constituted. Based on the findings and recommendations in the audited account statements submitted by Noon Meal Officers and Noon Feeding Supervisors, the State level authority (Director, MDM) takes appropriate decisions and corrective measures for the effective conduct of the MDM scheme.

2.15.4. Tasting of meals by community members

Mother PTAs actively participate in the preparation and serving of meals. They along with members of SMC and the ward members concerned ensure the quality of meal served to children. Members of SMC and teachers voluntarily come forward to taste the food and ensure that quality food is given to the children. A separate register is maintained at every school for the members of SMC and PTA/mother PTA/teachers

to record their remarks/opinions regarding the quality of meal served to children. This register is inspected regularly by the officers at the block and district levels.

2.15.5 Conducting Social Audit

The power to implement and manage the mid-day meal scheme at school level with regard to the guidelines of MHRD and norms issued by the State Government is delegated to School Mid day Meal Committees. The Committee comprises of PTA President, School Headmaster, members of Mother PTA, representatives of parents of children belonging to SC/ST and minority communities, Ward Member and teachers' representatives. The committee has to be convened at least once in a month .It reviews the progress of the implementation of the scheme and take all important decisions for the smooth and effective conduct of the scheme. The Committee also verifies and approves the bills and vouchers related to the expenditure incurred towards cooking cost, honorarium to cooks, etc for the previous month. The Block level officers will verify and admit only those claims which are examined and approved by the school level mid day meal committees. Thus accountability and transparency is strictly maintained in each and every aspect in the implementation of the Scheme with the active involvement and participation of society.

Since the MDM guidelines issued by MHRD have included "social audit" as an integral part of the 12th Five Year Plan, efforts are on to carry out a social audit of the mid-day meal scheme in two districts during the year 2018-19. State Institute of Rural development (SIRD) has been selected as the nodal agency to carry out social audit of MDMS. Proposal in this regard is before the Government .A decision in this regard will be taken shortly

2.16 Capacity building and training for different stakeholders

2.16.1. Details of the training programme conducted for cook-cum-helpers, State Level officials, SMC members, school teachers and others stakeholders

A hands- on training on food safety standards with special emphasis on hygiene and nutrition was given to all Headmasters, teachers in charge of MDMS in schools, cook-cum-helpers and sub-district/district level officers during the months of August and September 2017.

State Government has evolved a systematic mechanism for the regular training of cook cum helpers employed under Mid day Meal Scheme. Under the mechanism, certain number of cook cum helpers are selected from every district and trained at

State Food Craft Institutes. A hand on training on scientific cooking methods and skills are imparted to them. The Course module covers aspects such as planning and preparation of several local and palatable dishes/cuisines with special emphasis on hygiene and nutrition. Awareness on the operational guidelines of mid day meal scheme is also a part of the training.

During the year 2017-18, 30 cook cum helpers each from all the 14 districts were selected and trained at the 12 food craft institutes functioning in the State. The one day training involved hands-on practical training on cooking and aspects of nutrition and hygiene. The training was scheduled on holidays. These trained cook cum helpers were then designated as master trainers. The service of these master trainers was then utilized to train cook cum helpers at the sub district level. In this way, all the cooks were trained during the year 2017-18.

A total of 163 trainings were organized by the master trainers under the auspices of sub district level educational officers.

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

Officials from the State MDM Cell were deputed to take classes for District/sub-district officers and headmasters during the months of August and September 2017. The training covered all the aspects of MDMS with special emphasis on hygiene and nutrition.

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2.16.3. Targets for the next year

It has been decided to give training to cook cum helpers, HMs and teachers in charge during the months of May and June 2018. Orientation will also be given to the staff involved in the implementation and monitoring of the Mid Day Meal Scheme at the State/District/Block levels.

2.17 Management Information System

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

The details of utilization of food grains, cooking cost, honorarium to cooks and stock position are submitted to the Block Level Office concerned every month by the school Headmasters. The Noon Meal Officers at the block level offices verify these details and then enter it into the MDM-MIS Web portal.

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

State- MDM norms, MDM menu, Annual Data replication, Inspection entry, Unfreezing monthly data, entering school opening balance, preparation of calendar for AWPB, AWPB proposal submission, proposal for Kitchen cum store and Kitchen devices, fund management, Indent generation

District-School master, upload monthly data, school requirement for AWPB, details of Kitchen cum store, Kitchen devices, food grain management

Block:-Opening balance entry, Annual data, Monthly data, School Health data, fund management, Food grain release.

School:- maintaining all the mandatory Registers of the MDM Scheme.

2.17.3. Availability of manpower for web based MIS

Data entry operators are engaged at the block and district level offices for the web based MIS.

2.17.4. Mechanism for ensuring timely data entry and quality of data

All AEOs (Block level) and District level offices in the state are connected via online and data from the Sub levels can be accessed by the Directorate at any time.

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

thereof.

Yes.

2.18 Automated Monitoring System

2.18.1. Status of implementation of AMS

With the technical support of State IT School Project, a web based Monitoring System (MDM MS) has been rolled out in the State for daily data collection and for monitoring the Scheme. The System is purely web based. All the schools in the State do have internet connectivity. Out of the total 12327 schools covered under MDMS, 11964 schools, on an average basis, are uploading data onto central server daily. 100% coverage will be attained shortly.

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

In the current web based Monitoring System, Headmasters have been provided with a user id and password for logging onto the State Portal daily at specified timings where they have to enter the number of students who avail mid-day meal on the day. The data thus entered by the headmasters will be consolidated at the State level in xml format and uploaded to the portal of MHRD.

2.18.3. Tentative unit cost for collection of data

Nil

2.18.4. Mechanism for ensuring timely submission of information by schools

Though a provision for an SMS alert mechanism is incorporated in the existing web based monitoring system, purchase of SMS at bulk amounts for sending SMS alerts to Headmasters has not been done so far. Now, it has been decided to adopt the SMS based automated monitoring system (AMS) designed and developed by the Himachal Pradesh NIC Team.

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

The available data is being used for monitoring the scheme. Based on the data, instructions are given to block level officers immediately to visit the school and address the issues in the scheme, if any.

2.18.7 In case, AMS has not been rolled out, the reasons therefore may be indicated along with the time lines by which it would be rolled out

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2.19 Details of Evaluation studies conducted by State

It has been decided to entrust a prominent institution/University to conduct evaluation on the progress of the implementation of MDMS in the State. Centre of Development Studies (CDS) will also be requested to carry out evaluation studies on MDMS.

2.20 Write up on best/innovative practices

The State can boast of several innovative practices in the implementation and successful conduct of the Mid Day Meal Scheme. Some of these are given below:-

- 1) **Pre-positioning of Funds:**--State Government provides the entire funds required for the conduct of the Scheme (State share and expected central share) for a year in its Annual Budget. Administrative sanction to utilize the entire budgetary provision is issued in June or before June every year. Hence, the State Government is able to release funds in advance to schools for meeting the cooking cost and to cook cum helpers./ Normally 40% of cooking cost & honorarium to cook-cum-helpers (ie for the first 4 months) is released in advance in the beginning of school academic year.
- 2) **DBT Scheme in Fund Transfer:** - All fund transfers are effected through DBT mode. Funds related to cooking cost are e-transferred directly to HM's account. Honorarium to cook-cum-helpers is also e-transferred to their bank accounts. The cost of food grains is e-transferred to FCI timely.
- 3) **Additional Food Items:**- Milk and Egg/Banana are supplied to children as additional food items. Every child is fed with 150 ml of milk twice a week and one egg in a week. The expenditure in this regard is exclusively borne by the State.
- 4) **Multi-tap water facilities in schools:**--All the 12327 schools in the State that are covered under MDMS are equipped with multi-tap water facilities for hand washing.

- 5) **Breakfast Scheme:** - Breakfast scheme is implemented in about 3000 schools in the state. Local self Government Institutions, Non-Governmental Organizations, Charitable Trusts and in some cases school PTAs successfully run a scheme for providing breakfast to children in many schools. Several Local Self Government Institutions in the State have separate plan schemes for providing breakfast to children in schools under their jurisdiction. In the State Capital alone, the scheme of providing breakfast to children is going on in 200 schools with the financial assistance of the City Corporation.
- 6) **Kitchen Gardens:** - 6197 (50%) schools have set up kitchen gardens wherein different types of vegetables are cultivated using organic farming methods. State Agriculture Department provides a financial assistance of Rs.5000/- to each school for setting up kitchen gardens. The project is implemented in schools with the help of school nature/eco clubs.
- 7) **Tasting the cooked food by teachers and members of SMC & Mother PTA:-** Teachers in charge of MDMS, members of SMC& Mother PTA taste the cooked food and ensure its quality and palatability before it is served to children. A separate register is maintained at all schools for recording the remarks of SMC/Mother PTA members.
- 8) **Special Rice distributed during Festive Occasions:-** all children upto class VII who are covered under MDMS are provided with 5 kg rice each (one time in a year) during the ten day long Onam Festival during August/September every year. The expenditure in this regard is met by the State from its own resources.
- 9) **Use of LPG-100% Coverage:-** All the 1237 schools covered under MDMS in the State have availed LPG connection and are using LPG as fuel for cooking the meal.
- 10) **Higher rate of Honorarium to Cook cum Helpers:** - Honorarium is disbursed at a higher rate than that is prescribed by MHRD. A minimum daily honorarium of Rs.400/- to a maximum of Rs.475/- is paid to a cook-cum-helper. Thus for an average of 20 working days in a month, a cook-cum-helper will get a maximum amount of Rs.9500/- per month.
- 11) **Additional Assistance towards transportation assistance:-** State provides an additional financial assistance of Rs.1400 per metric ton of rice towards transportation charges. Thus, together with the central assistance of Rs.750/- per MT transportation charges at the rate of Rs.2150/-per MT is being paid to Kerala State Civil Supplies Corporation for lifting rice from the depots of FCI.

- 12) **Enhanced State Share towards cooking cost:-** Cooking cost @ Rs.8/- is provided per child per day (Primary as well as Upper Primary). This is exclusive of the additional Funds provided for the supply of milk and egg/banana.
- 13) **Permanent Kitchen cum store Units:-** With the construction of 3031 kitchen-cum-stores (yet to be started), 90% of the schools will have permanent buildings for kitchen –cum-stores.
- 14) **Community Participation:** - Community participation is ensured at all levels of the implementation of the scheme. Parents of Children and LSG institutions have a larger say in the conduct and implementation of MDMS. Kerala has the lowest percentage of school dropout among the States in India. One of the main factors behind this stupendous achievement is Mid day Meal Scheme by which quality meal is provided to children under better hygienic conditions.

2.21 Untoward incidents

2.21.1 Instances of unhygienic food served, children falling ill

Involvement of mother PTA, members of SMC, ward members and teachers collectively ensure the quality of food served to children. Teachers and SMC members taste the food before being served. There have been no instances of unhygienic food served or students fallen ill after having taken food reported so far.

2.21.2 Sub-standard supplies

Headmaster is in charge of procuring food materials (rice, pulses etc) from the outlets of Civil Supplies Corporation. Condiments, oil, fuel etc are procured locally by the school noon feeding committee. Involvement of mother PTA, members of SMC, ward members and teachers collectively ensure the quality of food served to children

2.21.3. Diversion/ misuse of resources

Involvement of School Noon Feeding Committee, mother PTA, members of SMC, ward members and teachers collectively ensure the non diversion/misuse of resource.

2.21.4. Social discrimination

Involvement of mother PTA, members of SMC and ward members collectively ensure social discrimination of any sort does not take place.

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

Mid-Day Meal Scheme is managed, monitored and supervised at school level by the “School Mid day Meal Committee“ which consists of PTA President, members of Mother PTA, representatives of Parents of children belonging to SC/ST category and minority communities, Ward Member, Head of the institution and Teachers’ representatives. The committee is convened every month and discusses the progress of the conduct of MDM scheme and also the shortcomings if any. The committee verifies the bills and vouchers regarding the expenses incurred in the conduct of MDM scheme. With the approval of the Committee, the detailed account statements for a month along with the bills and vouchers concerned are submitted to the Noon Meal Officer at the block level before the 10th of the succeeding month. The Noon Meal Officers periodically visit schools coming under their jurisdiction and verify the stock of food articles, their quality, hygiene and safety standards maintained in the preparation and serving of food and submit his findings to the Noon Feeding Supervisor of the District. Grave issues that require the intervention at the State level is reported to the Director, MDM.

2.22. Status of Rastriya Bal Swasthya Karyakram (School Health Programme)

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

The School Health Programme is being implemented in the state as a joint venture of Department of Health Services and Department of Education, aided by the National Rural Health Mission. The programme is now in all schools in the State. Weekly Iron Folic Acid Supplementation has been started in the state with effect from 3/2013.

2.22.2. Distribution of spectacles to children with refractive error

15992 children have received spectacles up to 31.03.2018.

2.22.3. Recording of height, weight etc

Health check ups were carried out in all the 12327 schools. Height and weight of all the children enrolled and availed MDM were measured during the year 2017-18.

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

12327 numbers of visits were made by the RBSK team for the health check-up till 31.03.2018.

2.23 Present Monitoring Structure at various levels.

At the district level there is a Noon Feeding Supervisor in the cadre of Senior Superintendent attached to the Office of the Deputy Director of Education. The supervisor periodically visits the schools under his/her jurisdiction and examines the food served, verifies the stock and other records and conducts audit of accounts. A copy of the audited accounts statement is submitted to the State level authority for taking further action.

At the block level, there is a Noon Meal Officer in the cadre of Junior Superintendent attached to each of the 163 block level offices (offices of the Assistant Educational Officer) in the state. It is mandatory for a Noon Meal officer to visit a minimum 15 schools per month. As per rules, the bills and vouchers related to the expenditure incurred by schools for a month have to be submitted to the Noon Meal Officer before the 10th of the succeeding month. The Noon Meal Officer verifies the claims and approves it if they are in order.

Apart from the Noon Feeding Supervisors and Noon Meal Officers, the Assistant Educational Officers (Block Level Officers) , District Educational Officers and Deputy Directors of Education visit the schools and monitor the mid day meal scheme. Vehicle is provided to all Deputy Directors (Education) for their school visit.

At the State Level a MDM wing known as Noon Meal Section is functioning in the Office of the Director of Public Instruction (Office of the Director. MDM). The section is headed by a Senior Administrative Assistant. The section comprises of two superintendents, six clerks, one peon, one computer programmer and a data entry operator. Director of Public Instruction/Director, MDM is the State Nodal Officer of MDM and is the implementing agency of the Scheme at the State level. Two Zonal Co-ordinators (for North and South Zones) are posted to co-ordinate the activities of Noon Meal Supervisors and to ensure better community participation in MDMS

Monitoring Committees

For the effective management and monitoring of the Mid-day Meal Scheme, monitoring committees are constituted at the State, District and Block levels.

State Government has adopted detailed norms for the implementation of the Mid-Day Meal Scheme in the State. As per Clause IV of the norms, a State Level Steering-cum-monitoring committee has been constituted to oversee the management and monitoring of the Scheme. The members of the Committee are as follows:-

01. Secretary to Government, General Education	- Chairman
02. Director of Public Instruction (Director, MDM) Convener	- Member Secretary &
03. District Panchayath President, Thiruvananthapuram	- Member
04. District Panchayath President, Ernakulam	- -do-
05. District Panchayath President, Kozhikode	- -do-
06. State Project Director, SSA	- -do-
07. Director, Social Justice Department	- -do-
08. Director, Food & Civil Supplies Department	- -do-
09. Additional Director of Public Instruction	- -do-
10. Director of Medical Education	- -do-
11. Head of Dept, Pediatrics, SAT Hospital, Thiruvananthapuram	- -do-
12. Head of Dept, Nutrition, SAT Hospital, Thiruvananthapuram	- Member
13. Asst. Technical Advisor, Dept. of Women & Child Development Community of Food & Nutrition, Extension Unit, GOI, MHRD, Thiruvananthapuram	- -do-
14. Senior Administrative Assistant, Noon Meal Section, Directorate of Public Instruction	-do-
15. General Secretary, Kerala State Teachers' Association	-do-
16. President, Govt. School Teachers' Union	-do-
17. Headmaster, Govt High School, Vithura, Thiruvananthapuram.	-do-

The Committee has to be convened once in a quarter. During the year the committee was convened during all the quarters.

As per the directions of MHRD, a Joint Review Mission is formed at the State Level to visit the schools in various districts and give suggestions for better implementation of the Scheme in the State. Additional Director of Public Instruction is the Team Leader and Additional Secretary to Government, General Education is the Reviewing Officer. The Committee has 18 other members that include representatives of teachers' organizations, school PTA, District/Block Panchayath Presidents, Heads of Dept. of Pediatrics, Nutrition, Director of Social Justice, Director of Food & Civil Supplies, etc. The Joint Review Mission held its sitting on 09.01.2017.

The District Level Monitoring Committee is chaired by the District Collector. Deputy Director of Education is the Member Secretary/Convener of the Committee. In case if the senior most Member of Parliament of the District attends the meeting, the Honorable Member will chair the meeting.

The Block Level Monitoring Committee is chaired by Block Panchayath President. Assistant Educational Officer (Block Level Officer) is the Member Secretary/Convener of the Committee.

At school level a Committee known as 'Mid day Meal Committee' is constituted with PTA President as Chairman and the Headmaster of the school as the Member Secretary. Members form MPTA, Parents of SC/ST children, representatives of parents of children belonging to SC/S and minority communities, Teachers' representatives, Ward Member from the LSG are the other members. The committee is convened once in every month. The Committee appoints cook-cum-helpers and decides the menu for the Mid Day Meal. The Committee is vested with powers to monitor, manage and conduct the Mid-Day Meal Scheme at the School Level.

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

Directions have been given to all concerned to conduct the steering-cum-monitoring committees on a quarterly basis. The Committees at various levels are functioning properly. Four meetings were held at the state level, 60 at the District levels and 430 at Block levels.

2.24.2. Action taken on the decisions taken during these meetings

The nodal officers of MDM at the State, District and block levels implement the decisions taken during these meetings. An action taken report on the decisions of the previous meeting is being presented/ reported in the next meeting where it is examined and reviewed.

2.25 Frequency of meetings of District Level Monitoring Committee under the chairmanship of senior most MP of the District

Secretary to General Education Department of the State has given direction to all District Collectors to convene the meeting of the District Level Monitoring Committee on a quarterly basis under the Chairmanship of the senior most Member of Parliament of the District for review of the Mid Day Meal Scheme. The Director of Public Instruction (Director, MDM) has also requested the District Collectors concerned to take necessary steps for convening DLMCs. Deputy Directors of Education who are the conveners of DLMCs were also directed to take immediate steps in this regard in consultation with District Collectors. During this year altogether 15 DLMC meetings have been held.

The DLMC meetings discuss all the issues at the District, Block and Levels in the implementation of the Scheme. Some of the items that came up for discussion in the various such meetings are given below:-

01. Improving the basic infrastructural facilities (kitchen cum stores, procuring kitchen devices/equipments, dining halls,etc) at schools
2. Providing good quality food (rich in nutrients) to students
3. Ensuring hygiene in the preparation and serving of food.
4. Setting up vegetable gardens in schools.
5. Cook-cum-helpers and their problems, if any.

2.26. There is a Noon Feeding Supervisor in each district and a Noon Meal Officer for each block. These officers periodically visit the schools and examine the quality of food served to children and verify the stock and other records. Noon Meal Officers are instructed to visit a minimum of 15 schools in a month. The Assistant Educational Officers, District Educational Officers and Deputy Directors Education also visit the schools and monitor the mid day meal scheme. Vehicle is provided to all Deputy Directors (Education) for their school visit. Officers at the State Level also conduct surprise inspections at Schools and at the District/Block level offices to see how the programme is conducted and monitored. 100 % of schools have been inspected so far by the officials during this year (up to 31.03.2018).

The officials have found certain irregularities in the utilization of funds at school level. Corrective measures have already been taken. In some cases of misappropriation of funds, measures were immediately taken to get the money refunded. In some other cases liability has been fixed on the Headmasters/teachers concerned. Appropriate departmental disciplinary actions were also taken.

2.27 Directions have been given to the School authorities to print important phone numbers of Primary health centre, Hospital, Fire brigade etc on the walls of the school building. Instructions were also given to all district authorities for establishing suitable links with Primary Health Centres / Community Health Centres / District Hospitals to ensure early treatment of the children if any untoward incident occurs.

2.28. Grievance Redressal Mechanism

2.28.1. Details regarding Grievance Redressal at all levels

Efforts are on to constitute a grievance redressal at the State Level under the chairmanship of the Secretary to Government, General Education Department. The proposed committee consists of the following members:-

- | | |
|--|----------------------|
| 01. Secretary to Government, General Education | - Chairman |
| 02. Director of Public Instruction (Director, MDM)
Convener | - Member Secretary & |
| 03. Senior Administrative Assistant (Noon Meal Section, O/o DPI) | - Member |
| 04. Headmaster, Govt TTI, Manacaud, Thiruvananthapuram | - -do- |
| 05. PTA President, Cotton Hill Girls HS, Thiruvananthapuram | - -do- |
| 06. Councillor, Thycaud Ward, Thiruvananthapuram | - -do- |
| 07. Councillor, Anamugham Ward, Thiruvananthapuram | - -do- |
| 08. President, Kerala School Teachers' Association | - -do- |
| 09. Secretary, Kerala Pradesh School Teachers' Association | - -do- |

The Telephone land line number and the e-mail Id of the Mid day Meal section in the State Nodal Department have also been published to register the grievance. Though the Deputy Directors of Education and the Noon Meal Supervisors at the District level and the Assistant Educational Officers and Noon Meal Supervisors at the Block Level are constantly attending to the complaints at the respective levels, directions will be issued to constitute a permanent grievance redressal forum at block/district levels during the year 2018-19.

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

More than 117 Complaints regarding the quality of food served, lack of hygiene, misappropriation of funds, etc are received in the State Office via mails, in writing and phone calls. The complaints are immediately attended. On some complaints, the district/block authorities are given instructions right away to inspect the schools and submit reports within 2 to 3 days. Once the report is obtained, suitable actions/measures are taken without delay. A separate section is functioning in the Mid day Meal Section at the Directorate of Public Instruction to register and process the complaints. If the nature of the complaints is grave, State Level Officers will directly visit and inspect the schools and report to the Director of Public Instruction/Secretary to Government.

2.28.3. Time schedule for disposal of complaints

Though a fixed time schedule has not been drawn up, appropriate actions/measures are taken immediately.

2.28.4. Details of action taken on the complaints

In cases of misappropriation of funds, measures were taken to get the money refunded or liability fixed on the responsible officers/teachers. Departmental disciplinary actions have also been initiated against the culprits. On complaints regarding non-maintenance of hygiene, district or block level officers had been asked to file reports after visiting the schools concerned. Appropriate actions have been initiated on the basis of the reports received from district/block level officers.

2.29 Details regarding Awareness Generation & Information, Education and Communication (IEC) activities and Media Campaign carried out at State/District/Block/School Levels

Hand books, flip books, brochures were printed and circulated to schools. A short promotional video of one minute duration is being prepared which will be soon be shown in Cinema Halls and TV Channels.

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 weakness of the programme implementation.

The Mid Day Meal Programme is being implemented in the state in a very efficient and satisfactory manner with the active participation and intervention of School PTAs, SMCs, teachers and elected members of LSG institutions. Wider Community participation has contributed to the success of the Scheme. Considering the fact that the coverage of primary and upper primary school children under the MDM Scheme has been found to be lower compared with enrolment, a slew of measures have been taken at the school level with the active intervention of school PTAs and teachers to narrow the gap and thus enhance the coverage. Further, efforts are on to improve the quality and nutritive aspects of the meal served to children. Infrastructural facilities will be improved utilizing funds from the public, through CSR of companies and with the financial assistance of LSG institutions.

Ensuring accountability and transparency in the conduct of the Scheme is a challenging issue before the Government. Lack of adequate manpower at the state/district/sub-district levels for the effective monitoring is a major issue. Lack of comprehensive software has impeded the process of collecting accurate data from down under. However, State Government has now developed a website cum software for MDMS which is currently on trial run and will be officially launched before 31.05.2018. The software will effectively bridge the gap between the data fed onto MIS and that submitted through QPRs.

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

35451 (3% of the enrolment) of the students are yet to enroll under Aadhar, as per the reports received from block level offices. Intensive efforts are on to filter these students and to get them enrolled under aadhar before schools reopen in June 2018. Majority of these students hail from backward/tribal community and residing in hilly and tribal areas.

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

Breakfast is provided to children in many schools in the urban and rural areas by the Local Self Government Institutions concerned, Charitable trusts, NGOs and by

Parents Teachers' Associations. About 3000 schools in the State have ongoing breakfast scheme.

In the State Capital alone, the scheme of providing breakfast to children is going on in 200 schools with the financial assistance of the City Corporation.

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

Under the aegis of the Agricultural Department and Local self Government Institutions, schools both in the rural areas and in the cities have taken up vegetable cultivation in a big way. Schools are setting up their own vegetable gardens at school premises and encourage students to set up gardens at their homes also. Today, 6197 schools have already set up kitchen gardens based on organic farming techniques. Schools that do not have adequate ground space for cultivation of gardens have adopted terrace farming. Even some schools have engaged in paddy cultivation also.

Under a comprehensive project conceived by the Department of Agriculture named "Vegetable Development Programme", vegetable seed packets are being distributed free of cost to schools for setting up vegetable gardens. Booklets and newsletters about various methods of farming brought out by the Department of agriculture are distributed along with the seed packets to schools. It is learnt that the department of Agriculture through the Principal Agricultural Officers has so far distributed 20 lakh seed packets (one packet to one student) to that much number of children in the State. More than 7000 schools in the state have been covered by the project so far.

Department of Agriculture provides financial assistance at the rate of Rs.4000/-to those schools having 10 cents of land available for cultivation of vegetables. Functional assistance to the tune of Rs.1000/- each is also provided to such schools. Further the department of Agriculture provides an amount of Rs.10,000/- each to such schools for setting up irrigation units. The project is implemented in schools with the help of school nature clubs/eco clubs.

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

Copies of MDM Rules 2015 issued by MHRD vide notification No.G.S.R 743(E) dated 30.09.2015 have been circulated to all schools for information and compliance.

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

No Food security allowance was paid during the year 2017-18.

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 12327 schools that are covered under MDMS have drinking water facilities. However, only 13% of schools have facilities for water filtration. Of the 1585 schools that have facilities for water filtration, 654 schools use RO type filters, 188 schools use UF filters, 406 schools use UV filters, 73 schools use candle type filters and 231 schools use activated carbon filters. Most of these schools received donations for setting up water filters.

2.37. Any other issues and suggestions

No major issues to present, but some humble requests are hereby submitted

- (i) Central share of cooking cost has not been enhanced for the last two years. Considering the escalating prices in essential commodities, steps may kindly be taken to enhance cooking cost and the existing rate of honorarium to cook cum helpers.
- (ii) Transportation Assistance, too, requires a revision. Steps may kindly be taken to enhance TA to Rs.2000/- per metric ton.

01.05.2018

Sd/-
A. Shajahan
Secretary to Government
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Government of Kerala