

Special Secretary cum Director General School Education & State Project Director Sarva Shiksha Abhiyan Authority, Punjab

Minutes of the Monthly meeting held on 17.06. 2009 to review the Mid Day Meal scheme in the State of Punjab

1.0 A meeting was held in the office of Director General School Education, Government of Punjab, on 17.06.2009 at SCO No 104-106, Sector 34-A, Chandigarh to review the implementation of the Mid Day Meal scheme in the State of Punjab. Mr. Krishan Kumar, Director General School Education chaired the meeting.

2.0 List of officers who attended the meeting is enclosed at Annexure 'A'.

3.0 After review of action taken following decisions were taken in the meeting :-

3.1 While initiating discussion, it was noted that requisite information is not received from the DEOs in time and as a result, the meeting loses its very importance. It was informed in the meeting that the information from the district Ludhiana was received on 16.06.2009 and as a result it becomes very difficult for the head office to compile and review the issues in the meeting. It was decided that displeasure may be conveyed to DEO (EE), Ludhiana be called under intimation to the State Government.

3.2 Lifting and utilization of foodgrains for April, 2009

(i) It was noted that 1438.74 MT of rice and 1468.13 MT of wheat is available as on 01.06.2009 in all the districts to run the Mid Day Meal scheme during the coming months in primary schools. All DEOs were asked to inform immediately in case there is any shortage of foodgrains in their districts. Manager Foodgrains informed that districts of Faridkot, Ludhiana and Mansa did not lift any foodgrains in pursuance of the orders passed by Government of India allocating foodgrains for the first quarter. The DEOs of district Faridkot, Ludhiana and Mansa informed in the meeting that they are not short of foodgrains.

(ii) Manager (Food grains) further informed that release orders for foodgrains have also been issued by FCI Punjab. It was decided that the DEOs may pursue the matter and ensure that adequate food grains are available to provide Mid day meal in the schools;

(iii) It was also noted that quality of foodgrains is not checked at the source point as well as the destination point. **As per Government of India guidelines, the DCs are the appropriate authority who are responsible to ensure that only Fair Average Quality (FAQ) foodgrain is lifted from FCI godown.** All DCs may be requested again to ensure the compliance of

guidelines issued by Government of India asking them further to depute some senior officer of the rank of Assistant Commissioner for this purpose under intimation to this office.;

(iv) It was noted that the minimum utilization of the foodgrains should have been 66% **percent of the total foodgrains allotted at the end of month, however the percentage utilization is poor in the districts of Fatehgarh Sahib, Hoshiarpur, Jalandhar, Mansa and Mukatsar** DEOs informed that every year attendance of the students during the month of April has been poor, which is main reason for low utilization of foodgrains. It was decided that explanation of DEO concerned be called.;

(v) On lifting of the foodgrains for the Upper Primary sections, it was noted that 2357.55 MT of Rice and 2225.77 MT of Wheat is stock in hand of all districts to run Mid Day Meal scheme for Upper Primary sections. All DEOs confirmed that Mid Day Meal has been implemented in all the Upper Primary Schools in their respective districts. However, it was noted that despite having released the funds for the Upper Primary sections to the districts, the same have not reached to the schools till date. All DEOs (EE) were advised to get in touch with their DEOs (SE) and resolve all the pending issues.

3.3 **Utilization of Cooking Cost:**

(i) It was informed in the meeting that the funds have already been transferred electronically to the districts, to implement the Mid Day Meal scheme in the schools. All DEOs were advised to ensure that the funds reach the school without any delay. It was also decided that GM (MDM) in the head office may randomly enquire from schools on telephone whether they have funds or not;

(ii) It was noted that some funds are lying in excess in some of the schools / blocks whereas some of the schools are not having funds. This is primarily because of lack of adequate information with the DEOs. It was decided that cooking cost on monthly basis may be calculated in respect of each and every school and the same information be provided to DEOs by head office. This will perhaps ensure the proper utilization of funds. Similar information may also be prepared for the requirement of the foodgrains i.e. wheat and rice as well. GM (MDM) may do the needful;

3.4 **Utilization of Cooking Cost vis-à-vis Utilization of foodgrains.**

(i) The information given by the districts was noted to be satisfactory. It was further noted that the DEOs may verify these figures once again.

(ii) Only 68% of the students enrolled in the upper Primary classes have been provided Mid-Day-Meal during the month of April This figure is very low. Explanation of District Education Officer (SE) of districts Amritsar, Tarn Taran, Kapurthala, Fatehgarh Sahib, Sangrur, Mansa, Moga, Bathinda,

Ferozpur, Barnala, Muktsar and Ropar was called in this regard. However they have failed to explain the reason for the same. They are once again advised to clarify the position.

3.5. Progress of Kitchen Sheds

(i) It was noted that out of 4571 kitchen sheds, only 4566 kitchen sheds have been constructed till date leaving a balance of 6 kitchen sheds. The performance was noted to be poor in the districts of Faridkot and Tarn Taran. DEOs of concerned districts may be asked to explain reason for delay in the construction of kitchen sheds. Further 8450 kitchen sheds have been allotted during the year 2008-09, the funds for which were transferred on 27.02.09. All the DEOs were advised to get the construction work started immediately and send the U.C.s to head office;

3.6 Procurement of Kitchen devices through PUNSUP

(i) It was noted that out of 4748 gas connections, only 4618 connections have been provided in the schools, leaving a balance of 130 connections. **The districts who could not even register reasonable progress in procurement of gas connections are Gurdaspur and Sangrur** where 46 and 44 connections are pending. DEOs of these districts were advised to pursue this matter and achieve the target.

3.7 Kitchen devices to be procured by D.C.

(i) It was noted that adequate funds have already been released to the D.C.s to procure Gas Bhattis, Fire Extinguishers and Gas connections. However, as on 30.06.2009, Gas Bhattis, Fire Extinguishers and Gas connections are still required to be procured in the districts. **The districts who are still to register a reasonable progress in procurement of kitchen devices are Gurdaspur and Jalandhar.** DEO Gurdaspur was advised to complete the task on priority. However, it was decided that funds may be withdrawn from Deputy Commissioner, Jalandhar and make alternate arrangements in the matter.

3.8 Storage Bins

It has been decided to procure Storage Bins in these schools out of the sale proceed of Bardana. Instructions im specification of the storage Bins, capacity required and committee authoring to make the purchase is being sent separately.

3.9 Disposal of Used Bardana

It was noted during previous meeting with great concern that the used Bardana is not being disposed of by the districts in a time bound manner. Moreover the used Bardana is not being accounted correctly. It was therefore decided previously that Manager Foodgrains may clearly calculate the quantity of the used Bardana in respect of each and every district on the basis of the utilization of the food grains during the previous years, the quantity of Bardana disposed of by the districts the balance Bardana so calculated may be compared with the Bardana which is physically present in the districts. For the purpose DEOs have been allotted dates in the month of June for the reconciliation of Bardana. Manager (Foodgrains) was requested to reconcile the figures at least after 01.04.2008 and submit a report

4.0 Health Check Up

(i) District of Ludhiana have not sent the health check up reports during the month of April and May 2009. It was decided that a reference may be made to Secretary Health requesting to direct the Civil Surgeons of these districts to send the reports to this office;

(ii) It was informed in the meeting that detailed discussions were held with Secretary Health in the meeting held on 02.01.2009. Certain information is required by the Department of Health from the Department of Schools as per the details given below (separate minutes have also been sent to the DEOs in this regard):

- a. Health registers are to be maintained in all the schools;
- b. The Nodal Officer be identified and nominated by the Department of School Education for each school for health check up;
- c. Health cards are to be maintained in all the schools and certain information needs to be filled up and maintained by the school teachers themselves;
- d. A certificate need to be given by the school teacher certifying whether the medical officers has visited in the school and have conducted the health check up or not;
- e. The DEO shall provide a list of schools which was not visited by the health officers up to 31.05.2009 during the current financial year so that the same can be forwarded to the Department of Health for taking further necessary action. In the meeting of Health officers District Health Officers have informed that the list of schools provided by the D.E.Os is not correct and needs to be revised.

It was further advised by the Mission Director that D.E.Os should also be invited in the monthly meeting of the Health Staff, so that matters concerning both the Departments regarding school Health are discussed and resolved/ finalised.

4.1 Minutes of the meeting of the District Level Steering and Monitoring Committee

(i) It was noted that the all the districts except Patiala, Kapurthala, Bathinda, TarnTaran, Ferozepur and Nawanshahe held the monthly meeting to implement the scheme at district level during April, 2009. It was decided that a reference may be made to the DCs to hold this meeting regularly with a copy to Chief Secretary

4.2 Utilization Certificates

(i) It was noted that utilization certificates of the cooking cost for the primary schools has been received for the year 2007-08 from all the districts. However the utilization certificates of the cooking cost (Primary Classes I – V) for the funds released during the year 2008-09 are still pending from the districts as per the details given below:

(Rs. In Lacs)

Sr No	Name of the district	Amount Released up to 30.09.2008	U.Cs received	U.Cs pending for the amount
1	Amritsar	814	571	243
2	Barnala	228	110	118
3	Bathinda	429	231	198
4	Faridkot	260	127	133
5	Fatehgarh Sahib	309	259	50
6	Ferozepur	726	161	565
7	Gurdaspur	741	526	215
8	Hoshiarpur	704	333	371
9	Jalandhar	752	394	358
10	Kapurthala	338	277	61
11	Ludhiana	876	216	660
12	Mansa	230	109	121
13	Moga	585	269	316
14	Mukatsar	289	217	72
15	Nawan Shehr	271	191	80
16	Patiala	662	203	383
17	Ropar	312	165	147
18	Sangrur	561	357	204
19	SAS Nagar	277	135	142
20	Tarn Taran	412	135	277
	Total	9776	3919	5857

All DEOs were advised to expedite the utilization certificates of the pending amount without any further delay. A reference may also be made to all

the DCs also in this regard. Further, utilization certificates of the cooking cost for the upper primary schools are also pending as per details given below:

4.3 Miscellaneous Issues:-

(i) It was noted that mid day meal is being provided in the districts of Ferozepur, Tarn Taran and Nawanshaher through Voluntary Agencies. Before starting the scheme from 15.09.2008 in the revised mode, some funds and the foodgrains must be lying in the schools. However, no action seems to have been taken by DEOs Ferozepur, Tarn Tarn and Nawanshaher. DEOs were advised once again to take the necessary action under intimation to the head office without any delay failing which the responsibility shall be fixed in case of any embezzlement either of funds or foodgrains comes to the notice of this office.

(ii) It was decided that a reference may be made all DEOs (SE) to send the U.C.s to DEOs (EE) who will further send it to Head Office.

**Special Secretary cum Director
General School Education &
SPD SSA, Punjab**

Encls: As above