

**No. F.1-7/2010-Desk (MDM)**  
**Government of India**  
**Ministry of Human Resource Development**  
**Department of School Education & Literacy**  
**Mid Day Meal Division**  
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Shastri Bhawan, New Delhi.  
Dated the 8<sup>th</sup> September, 2010.

To,

Secretaries and Principal Secretaries of Nodal Department dealing with  
MDM in all States/UTs

**Subject: Guidelines for engagement of Voluntary Organisation/Non-Government Organizations (NGOs) under Mid Day Meal Scheme.**

Sir / Madam,

As you are aware Para No. 3.6 of the Guideline of Mid Day Meal Scheme 2006 envisages that as far as possible, the responsibility of cooking/supply of cook Mid Day Meal may be assigned to local women's/mother's Self Help Groups, the personnel directly engaged by the VEC/SMDC/PTA/Gram Panchayat/Municipality, Local Youth Club affiliated to the Nehru Yuvak Kendras or Voluntary Organisations.

2. Community participation is key to the successful implementation of the Mid Day Meal Scheme as it ensures effective monitoring at the local level and also generates a sense of ownership of the programme in the community. It is, therefore, desirable that Mid Day Meal is cooked locally in the school premises either through Self Help Groups or through the personnel engaged by the School Management Committee constituted under the Right of Children to Free and Compulsory Education Act, 2009 or any other equivalent Committee responsible for implementing the scheme.

3. However, for urban areas, where there is a space constraint for setting up school kitchens in individual schools, the Guidelines provide that a Centralised Kitchen could be set up for a cluster of schools where cooking can take place and the cooked hot meal may be transported under hygienic conditions through

reliable transport systems to various schools. Operation of these Centralized Kitchens may be entrusted to reputed NGOs under the PPP model. It would be advisable to select NGOs with a local presence and familiarity with the needs and culture of the State. As the quality and quantity of meals supplied to a large number of children receiving MDM from Centralized Kitchens depends upon the commitment and ability of the NGOs, it is important that such NGOs are selected carefully and their performance is evaluated regularly.

4. The guiding principles laid down in para 3.9.1 of the MDM guidelines must be followed strictly while selecting NGOs for operating Centralised Kitchens. Besides, the following may also be observed to ensure greater accountability from the NGOs:

(i) The NGO should have a properly constituted Managing/Governing Body with its powers and duties clearly defined in its constitution.

(ii) Name of all office bearers involved in the establishment and management of such organizations should be disclosed along with their roles and responsibilities in the organization. If any of the office bearers holds a public office, then details of that office should also be mentioned specifically.

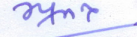
(iii) A contract/MOU between the NGO and the local authority responsible for engaging the NGOs shall be signed to define the liabilities of the parties and the consequence of non performance on their parts. It should also include a stringent mechanism to check and supervise the quality and quantity of meal supplied by the NGO to the children.

(iv) The performance of such NGOs engaged in serving MDM to children should be assessed every year through a credible system of evaluation. Renewal of MOU with an NGO for the next year should depend on its performance being found satisfactory in the current year.

To the above extent, para 3.9.1 of the Guidelines 2006 shall stand revised.

5. All States/UTs are requested to issue necessary instructions in the light of the above, endorse a copy of the same to this Ministry for our records, and monitor strict compliance of these instructions.

Yours faithfully,



(Anant Kumar Singh)

Joint Secretary to the Govt. of India

Tel No. 011-23387648

Copy to:

- (i) Sr. PPS to Secretary (SE&L)/PS to FA(HRD)
- (ii) All officers in the Mid-Day Meal Division