

**Govt. of India**  
**Ministry of Human Resource Development**  
**Dept. of School Education and Literacy**  
**Mid Day Meal Division**

**PAB-MDM meeting**  
**to consider and approve AWP&B 2018-19**

(Date of the meeting: 07.06.2018)



**APPRAISAL NOTE**

**State: Chandigarh**

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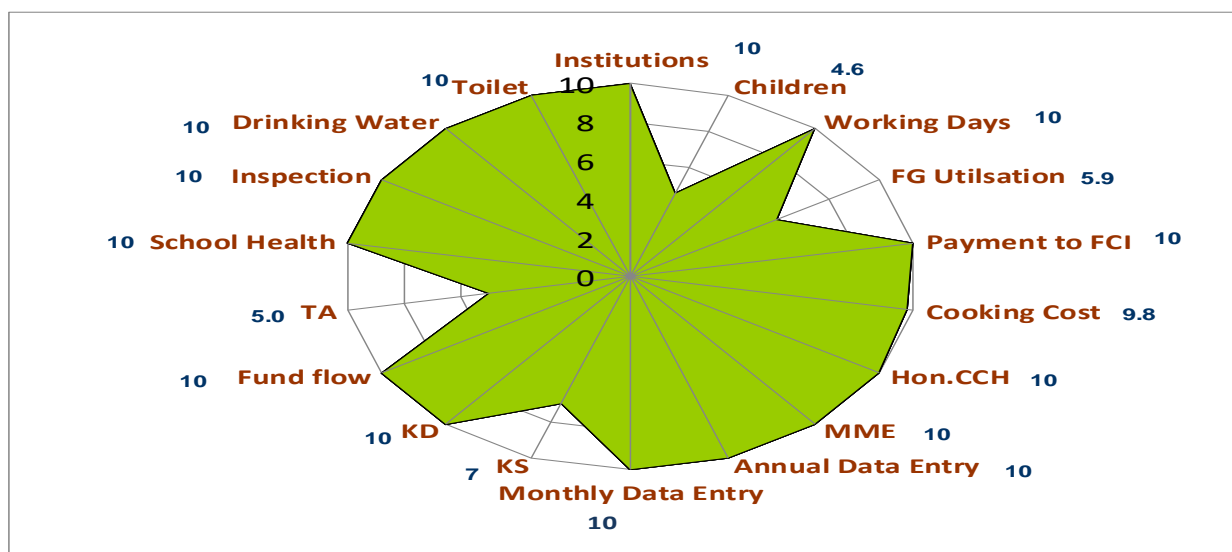
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## Appraisal Note : Chandigarh

### A. Overview : Status on Pre requisite steps required for submission of AWP&B

Pre-requisite step	Status
Plan should be approved by SSMC Meeting	Yes
Release of funds through e-transfer from State / District to at least 50% schools	Yes
100% payment of cost of food grains made to FCI	Yes (100% Bills paid up to March 2018)
100% payment of honorarium to cook-cum-helpers through e-transfer to their bank accounts.	Yes
Annual and Monthly data entry for the FY -2017-18 should be completed up to March 2018.	100% Annual & 100% Monthly Avg. Data Entered by State till March 2018
Emergency Medical Plan (Separate)	Yes
Submission of Plan through MDM-MIS	Yes
Action taken note on commitments given by the State Govt. during PAB Meeting of 2017-18	Yes
Action taken note on findings of reports of Monitoring Institute.	--
Action plan for the testing of food samples, Number of food samples tested by accredited labs and findings	10 Food Sample collected by NABL for food test. (Final Report submitted to MHRD)
Separate and detailed MME plan	Yes
Plan submitted duly signed by the Pr. Secretary / Secretary of the State/UT within the scheduled date.	Yes

### B. i. Performance Score card : Year 2017-18 : -



(Sources : AWP&B-2018-19 & All 4 QPR for 2017-18.)

### B. ii. Issues:

- I. Coverage of Children is very less (i.e. 51% Primary & 40% Upper Primary),
- II. Utilisation of Food grains is less. (i.e. 59% against Allocation),
- III. No DLC Meeting under the Chairmanship of Dy. Commissioner
- IV. Social Audit not yet Conducted.

### C) Best Practices

- I. Additional Fund of Rs. 2000/- per month for Honorarium to Cook cum Helpers,
- II. Additional Fund of Rs.2.95/-per child cooking cost in Primary and Rs. 3.41 per child in Upper Primary.
- III. Additional Fund for Transporting hot cooked meal from Centralised Kitchen to School is borne by UT Admn.. from their sown resources (Rs. 76.00 Lacs granted for FY-2017-18).
- IV. Advance provision of funds for MDMS from UT Resources at the start of Financial Year.
- V. Approx. 100% Children having Aadhaar.
- VI. 100% LPG used as source of Fuel in MDMs (in Centralised / Cluster Kitchen).
- VII. 85% School having Water Filtration Facility by using the MPLAD Funds.
- VIII. Fortification of Rice & Wheat introduced by UT through using of CSR Funds.
- IX. All the Schools having Multi tap facility for hand washing.
- X. Kitchens Garden has been started in cluster based kitchens. Kitchen waste is utilized for preparation of compost.

**D) Action taken note on the minutes of the Programme Approval Board  
for AWP&B-2017-18**

<b>PS. No.</b>	<b>Status/ Progress Report submitted</b>	<b>Observations raised by PAB</b>	<b>Action taken / Proposed to be taken by the department.</b>
1	Coverage of children	The UT Administration has covered less children against enrolment in the UT. Joint Secretary (EE.1) wanted that the matter may be review to find out the reasons for less coverage of children and advised UT Administration to take necessary action to improving the coverage of children in the UT.	In this regard, it is submitted that the reasons for less coverage of children is that majority of the children studying in the Govt. / Govt. Aided schools belong to service class families who mostly bring their on tiffins. Some students who have opted for MDMS take small quantity of MDM due to less in take capacity. Following efforts have been made by the department to improve the coverage of children :- MDM menu is revised according to the taste of children. Children and parents are persuaded to avail MDM by showing PPT and video clips developed by MHRD. On the day of parents teacher meeting (PTM) parents are invited to take MDM with their wards and addressed students about its benefits. School based cluster kitchens are providing MDM to more students of their surrounding schools. Teachers are facilitated by Principal with highest coverage of MDM in their class.
2	Inadequate release of funds	Secretary (Education), UT Administration informed that inadequate fund was released during the current financial year 2017-17. The MHRD officials informed that due to paucity of funds, full amount of 2 <sup>nd</sup> installment could not be released and the balance amount would be released soon.	Action is to be taken by the GOI, MHRD at their own level.

3	Data Entry on MIS-Web Portal	<p>Joint Secretary (EE.1) observed that there was a clear mismatch between the data entered into the MIS web portal and that submitted by the UT vide their AWP&amp;B in respect of Food Grains and Cooking Cost. Secretary (Education) UT Chandigarh assured to correct the data in a time bound manner.</p>	<p>In this regard, it is submitted that in the meeting held on 15.3.2017, Education Secretary, UT Chandigarh had pointed out that in UT Chandigarh, MDM is cooked by 3 centralized kitchens with 3 different menus and supplied on rotation basis and there is no provision in MIS Portal of Ministry to map one school with more than one kitchen. This issue was also raised earlier by UT Chandigarh many times to make the provision in the Web Based MIS Portal of Ministry so that data can be entered in proper manner. This has also conveyed separately to the Consultant, MHRD through e-mail dated 12.4.2017. It is requested to make a provision in this regard in the MIS Web Portal so that data can be entered in proper manner.</p>
4	Automated Monitoring System	<p>Joint Secretary (EE.1) advised the UT Administration to take necessary action for improving the AMS data entry. Secretary (Edu.) UT Chandigarh assured to complete AMS data entry (100%) into the portal by 15<sup>th</sup> April, 2017.</p>	<p>It is intimated that AMS master data entry into the Portal is 100% in respect of UT, Chandigarh.</p>

## Part-A : General Information

### Introduction:

The National Programme of Nutritional Support to Primary Education (NP-NSPE) popularly known as Mid Day Meal (MDM) scheme aimed to cover all students in classes (I-VIII) in Govt./ Govt. aided Schools & Madrasas. The MDM scheme began in 1995 with dry meals in the form of fruit bread, baked porridge, raw wheat, rice and sweet/salted Mathis.

In January 2006, the scheme was converted to provide cooked meals on a trial basis. Subsequently this scheme was extended to all Govt./Govt. aided schools and Madrasas.

The objective of the programme is to give a boost to Universalization of Elementary Education (UEE) by increasing enrolment, attendance, retention and simultaneously improving the nutritional status of children in elementary classes.

### 1. Basic Information:

(Year 2017-18)

S.No.	INDICATORS	STATUS		
		PRY	U PRY	TOTAL
<b>1. No. of Institutions</b>				
i)	Approved by MDM-PAB for 2017-18	9	114	123
ii)	Covered during the year	9	114	123
<b>2. No. of Children</b>				
i)	Approved by MDM-PAB	28585	17520	46105
ii)	Enrollment as on 30.9.2017	55220	43534	98754
ii)	Average No. of children availed MDM during 01.04.2017 to 31.03.2018	28071	17205	45276
		[51%]*	[40%]*	[46%]*
<b>3. Coverage of children as per Quarterly Progress Report (QPR)</b>				
i)	Average no. of children availed MDM as per <b>QPR-1</b>	28116	17233	45349
		[51%]*	[40%]*	[46%]*
ii)	Average no. of children availed MDM as per <b>QPR-2</b>	27672	16960	44632

		[50%]*	[39%]*	[45%]*
iii)	Average no. of children availed MDM as per <b>QPR-3</b>	30574	18739	49313
		[55%]*	[43%]*	[50%]*
iv)	Average no. of children availed MDM as per <b>QPR-4</b>	25708	15757	41465
		[47%]*	[36%]*	[42%]*
<b>4. No. of Working Days (Primary, Upper Primary)</b>				
i)	Approved for <b>All 4 quarters</b>	230	230	--
ii)	Covered during <b>All 4 quarters</b>	234	234	--
<b>5. Per unit cooking cost Per child per day (in Rs.)</b>				
Central Share for cooking cost per child per day		3.72	5.56	--
State's contributions in cooking cost per child per day		0.41	0.62	--
<b>AVERAGE UNIT COOKING COST PCPD</b>		<b>4.13</b>	<b>6.18</b>	<b>--</b>

*\*percentage to enrollment.*

## Part-B : Review of Performance in 2017-18 (01.04.17 to 31.03.2018)

2. Based on the information provided by the State administration in its AWP&B 2018-19, the performance during 2017-18 (01.04.17 to 31.03.2018) was reviewed. The major issues in implementation during 2017-18 are summarized as under: -

### 2.0 Coverage of Institutions

Coverage in terms of No. of institutions.

**Difference between Existing and institutions covered (Achievement) –**

#### i) **PRIMARY**

The number of existing institutions = 9  
Number of institutions covered during 01.04.17 to 31.03.18 = 9 (100%)

As per the information provided by the State Govt., 100% institutions have been covered during 2017-18.

#### ii) **UPPER PRIMARY**

The number of existing institutions = 114  
Number of institutions covered during 01.04.17 to 31.03.18 = 114 (100%)

As per the information provided by the State Govt., 100% institutions have been covered during 2017-18.

### 2.1 Coverage of Children

#### 2.1.1 Coverage against enrolment :

**a) Primary - Coverage in terms of No. of children. Difference between Enrolment vs. Average No. of Children Aailed MDM (Achievement) (Refer Table 2.7 of the Analysis Sheet).**

Total Enrolment as on 30.09.2017 = 55220  
Average number of children aailed MDM during 01.04.17 to 31.03.18 = 28071 (51%)

The coverage at State level is satisfactory and well above the national average of 75%. Coverage of children at primary level in the State is very poor / ordinary and well behind the national average of 75%.

**b) Upper Primary: Coverage in terms of No. of children. Difference between Enrolment vs Average No. of Children Aailed MDM (Achievement) – UPPER PRIMARY (Refer Table 2.8 of the Analysis Sheet).**

Total Enrolment as on 30.09.2017 = 43534  
Average number of children aailed MDM during 01.04.17 to 31.03.18 = 17205 (40%)

Like primary, coverage of children at upper primary level in the State is also very poor and well behind the national average of 75%.

It is advised that UT Administration should see this issue of low coverage against Enrollment, and take the corrective measures.



## 2.1.2 Coverage against PAB-MDM approval :

a) **Primary : Coverage in terms of No. of children. Difference between PAB Approval (Target) vs. Average No. of Children Availing MDM (Achievement) (Refer Table 2.5 of the Analysis Sheet).**

The number of children approved by MDM PAB for 2017-18 = 28585  
Average number of children availed MDM during 01.04.17 to 31.03.18 = 28071 (98%)

b) **Upper Primary: Coverage in terms of No. of children. Difference between PAB Approval (Target) Vs Average No. of Children Availing MDM (Achievement) (Refer Table 2.6 of the Analysis Sheet).**

The number of children approved by MDM PAB for 2017-17 = 17520  
Average number of children availed MDM during 01.04.17 to 31.03.18 = 17205 (98%)

## 2.1.3 No. of Meals: Difference between No. of meal to be served (Target) Vs. No. of meals Served (Achievement) – (PY) (Refer Table 2.8.1 of the Analysis Sheet).

The number of meals to be served during 01.04.17 to 31.03.18 = 6.57 Lacs  
The number of meals served during 01.04.17 to 31.03.18 = 6.57 Lacs (100%)

## 2.1.4 No. of Meals: Difference between No. of meal to be served (Target) Vs. No. of meals Served (Achievement) – (UPY) (Refer Table 2.8.2 of the Analysis Sheet).

The number of meals to be served during 01.04.17 to 31.03.18 = 4.03 Lacs  
The number of meals served during 01.04.17 to 31.03.18 = 4.03 Lacs (100%)

## 2.2 FOODGRAINS (PRIMARY + UPPER PRIMARY)

### 2.2.1 Level of Opening Balance as on 01.04.2017: (Refer Table 3.2 of the Analysis Sheet).

The State has 144.09 MTs (11) of food-grains as opening balance against the total allocation of 1261.88 MTs for 2017-18 as on 1.4.2017.

### 2.2.2 Level of unspent balance as on 31.03.2018 : (Refer Table 3.3 of the Analysis Sheet).

The State level closing balance as on 31.03.2018 was 59.04 MTs (5%) against the total allocation of 1261.88 MTs.

### 2.2.3 Availability of Food grains: (01.04.2017 to 31.03.2018) : (Refer Table 3.5 of the Analysis sheet)

Considering that the year was over by 31.03.2018, the districts should have availability of at least 85% of the food grains allocation. State level availability as on 31.03.2018 was 64% of the total allocation.

### 2.2.4 Utilization of food grains: (Refer Table 3.7 of the Analysis sheet)

An analysis of the utilization of food grains during 2017-18 shows that State has utilized 748.95 MT (59%) of the allocated food grains.

#### **2.2.5 Payment of cost of food grains to FCI: (Refer Table 3.9 of the Analysis sheet)**

As per AWP&B-2017-18, FCI has submitted bills for Rs. 21.78 Lacs during 1.4.2017 to 31.03.2018 towards the cost of food grains. The UT govt. has made payment for Rs. 21.78 Lacs (100%) to the FCI.

State Govt. should continue and encourage their monthly meeting of MDM Officials with FCI Officials at State level and agenda should be discuss on the issue of Food Grain Management, Lifting and Outstanding Payment if any.

After meeting Monthly Statement should be Jointly Signed by FCI Officials & State Govt. Officials and the same should be sent to MHRD with their monthly report i.e. MPR in time bound manner.

### **2.3 COOKING COST (PRIMARY + UPPER PRIMARY)**

#### **2.3.1 Level of Opening balance as on 01.04.2017: (Refer Table 4.3.1 of the Analysis Sheet)**

The State had reported opening balance “Nil” at the beginning of the financial year 2017-18.

#### **2.3.2 Level of closing balance as on 31.03.2018: (Refer Table 4.3.2 of the Analysis Sheet)**

The State had closing balance of Rs. 0.47 Lacs (i.e. 0% of Allocation) towards cooking cost as on 31.03.2018.

#### **2.3.3 Utilization of Cooking cost: (Refer Table 4.7 of the Analysis Sheet)**

Considering that three-fourth of the year is over by 31.03.2018, the districts should have utilized at least 75% of the allocation of cooking cost. UT level utilization is Rs.869.91 Lacs (i.e. 100 % of Allocation of Fund).

### **2.4 Reconciliation of utilisation and performance during 2017-18 (1.4.2017 to 31.03.2018)**

#### **2.4.1 Mismatch in utilization of Food grains vis-à-vis cooking cost: (Refer Table – 5.1 of Analysis Sheet)**

Ideally the percentage utilization of cooking cost and food grains should tally with each other. The data furnished in the AWP&B reveals that there was mismatch at UT level in utilization of cooking cost (100%) and food grains (59%).

## **2.5 Cook-Cum-Helper (PRIMARY + UPPER PRIMARY):**

PAB-MDM has approved 800 cook-cum-helpers to be engaged during 2017-18, UT has engaged 793 cook-cum-helpers. The State has proposed additional 25 Cook cum Helpers to engage. . The UT has utilized Rs. 207.32 Lacs (100%) of the allocated funds for payment of honorarium to cook cum helper. (*Refer Table – 6.2 of Analysis Sheet*).

## **2.6 Utilization of MME (Refer Table – 7.3 of Analysis Sheet)**

Against the allocation of Rs. 30.00 lakh as Central Assistance towards MME funds, the UT has utilized Rs. 30.00 Lacs (90%). As per MDMS guidelines 50% of the MME funds are earmarked for school level expenditures.

## **2.7 Utilization of Transportation Assistance (Refer Table – 8.3 of Analysis Sheet)**

Against the allocation of Rs.9.46 Lacs as Central Assistance towards funds for Transportation Assistance the UT has utilized Rs. 4.16 Lacs. The State has made 50% of allocation for payment of quantity of food grains lifted and transported to the schools.

As per data provided by state in AWP&B-2018-19, State has lifted 494.90 MT and for which maximum admissible TA should be Rs.4.98 Lacs but UT has incurred actual expenditure of TA Rs. 4.16 Lacs i.e. Rs.0.82 Lacs below to ideal TA expenditure.

### **2.8.1 Construction of Kitchen-cum-stores (Reference Table -9.1.3 of Analysis Sheet)**

Central assistance of Rs. 23.34 Lakh has been released for construction of 10 Kitchen-cum-Stores. Out of 10 kitchen-cum-stores sanctioned till 2017-18, 7 (70%) Cluster Kitchen-cum-stores have been constructed by adding additional UT share.. The UT Government has not yet started balance of 3 kitchen-cum-stores constructions. UT Govt.

### **2.8.2 Procurement of Kitchen devices (Reference Table -9.2.3 of Analysis sheet)**

Central assistance of Rs. 2.28 Lacs has been released towards procurement of New 50 units of kitchen devices during 2006-07 to 2017-18 and balance New 69 KD from UT resources. The UT has reported that all KD have been procured.

Total Sanctioned (New) KD is 119 = 50 from MHRD + 69 from UT Administration. As far as Replacement of KD is concern then UT has Replaced 50 KD in 2014-15 and 69 KD Replaced in 2016-17.

### 3. Data Entry Status on the MIS Web Portal

In order to smooth function of MDMS, Ministry of HRD, MDM Division has developed web based monitoring system i.e. Web based MIS in collaboration with NIC. The purpose of development of Automated Monitoring System is to capture the daily data from school level. In Automated Monitoring System is daily data sent by Head Master / Teacher from school regarding No. of meal served today / on particular date.

In the Web portal, State/District/Block users have to make Annual and Monthly data entry into the web portal through online. The State should monitor data entry activities to be made timely manner by District/Block users into the portal. The Annual and monthly data entry status as on March, 2018 of the State are given below:-

#### 3.1 Automated Monitoring Systems (AMS)

Dictrict wise Meals Served on : 15 May'2018 Chandigarh								
S.No.	District	Total Schools	Reported Schools	% Reported Schools	Total Enrolment	Reported Schools Enrolment	Meals Served	Meals Served Percentage
1	CHANDIGARH (U.T.)	121	109	90%	100932	92830	47499	51.17%
	<b>Total</b>	<b>121</b>	<b>109</b>	<b>90%</b>	<b>100932</b>	<b>92830</b>	<b>47499</b>	<b>51.17%</b>

As per above data, It is clear that the UT of Chanidgarh, Meal served Percentage Average is 51% against the Reported School Enrolment.

#### 3.2 Annual Data Entry:

Ministry of HRD, MDM Division has developed web based monitoring system i.e. Web based MIS in collaboration with NIC.

It is appreciated that Chandigarh has almost completed 100% annual data entry. The district wise annual data entry status is given below:-

<b><u>FY-2017-18</u></b>					
<b><u>Annual Data Entry Status_CHANDIGARH</u></b>					
S. No.	District	Total Schools	Completed(Saved)	Pending	% Completed
1	CHANDIGARH - U.T.	123	123	0	100%
	<b>Total</b>	<b>123</b>	<b>123</b>	<b>0</b>	<b>100%</b>
<b>Source: <a href="http://www.trgmdm.nic.in">www.trgmdm.nic.in</a> as on 16 May'18 till 15:42 hrs</b>					

### 3.3 Monthly Data Entry

The State of Himachal Pradesh has almost completed monthly data entry for FY 2017-18 for all the schools. Average Monthly the data entry status up to March, 2018 at UT level is 100%. The details of the data entry status are given below:

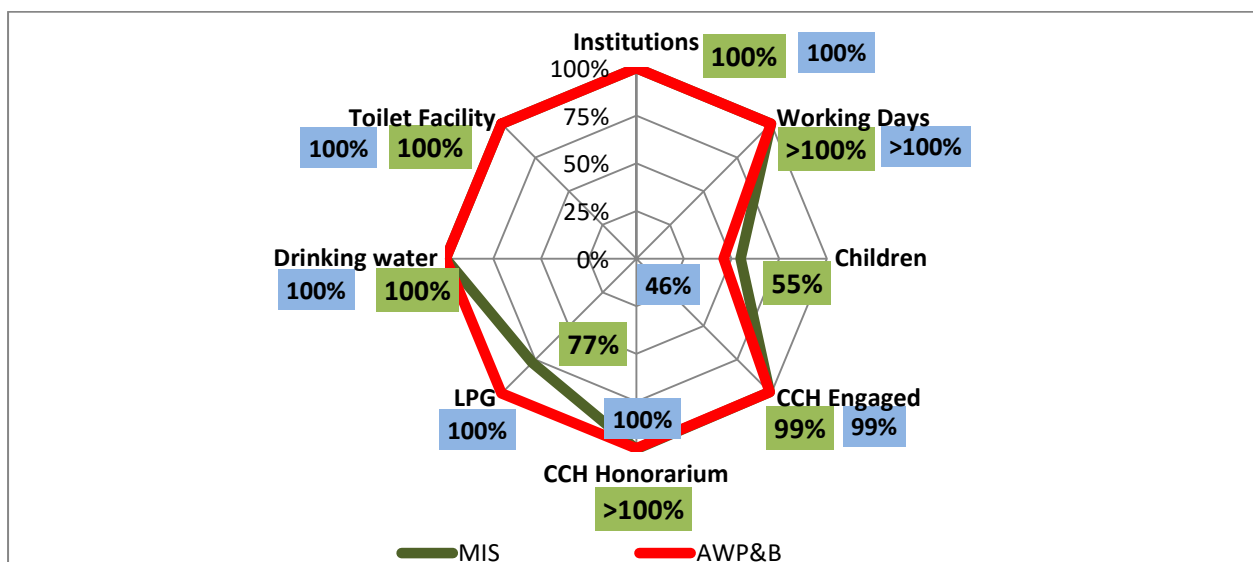
(Figures in %)

<b><u>FY 2017-18</u></b>															
<b>Monthly Data Entry Status_CHANDIGARH</b>															
S.No.	District	Total Schools	% April	% May	% June	% July	% Aug	% Sept	% Oct	% Nov	%Dec	Jan%	Feb %	Mar %	Average %
1	U.T.	123	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
	<b>Total</b>	123	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Source: <a href="http://www.trgmdm.nic.in">www.trgmdm.nic.in</a> as on 16 May'18 till 15:45 hrs															

### 3.4 Mismatch in Data from MIS and AWP&B :-

COMPONENT	MIS	AWP&B
<b>Institutions</b>	123	123
<b>Working Days</b>	234	234
<b>Children</b>	54098	45275
<b>CCH Engaged</b>	793	793
<b>CCH Honorarium (Rs. in Lacs)</b>	246	207
<b>LPG</b>	95	123
<b>Drinking water</b>	123	123
<b>Toilet Facility</b>	123	123

The graphical representation of the differences in data from MDM-MIS and as submitted by the State through Annual Work Plan & Budget is given below:



#### 4. Release of funds :

In UT Transformation of Fund is passing From Directorate to District Education Officer and further DEO to implementing agency through e-transfer.

**Date of fund released to State Authority / Directorate / District / Block / Gram Panchayat and finally to the Cooking Agency / School.**

Centre to UT	Directorate to DEO	DEO to Implementing Agencies
27.4.2017, Rs. 168.62 Lakh (Adhoc grant)	16.5.2017, Rs. 168.62 Lakh (Adhoc grant)	To Centralized Cooking Institutes on the receipt of bills and to Schools on
14.7.2017, Rs. 233.00 Lakh (1 <sup>st</sup> Installment)	10.8.2017, Rs. 233.00 Lakh (1 <sup>st</sup> Installment)	1.6.2017, 21.7.2017, 5.9.2017, 9.11.2017, 21.12.2017, 8.1.2018,
30.11.2017, Rs. 133.87 Lakh (2 <sup>nd</sup> Installment, Part-I)	26.12.2017, Rs. 133.87 Lakh (2 <sup>nd</sup> Installment, Part-I)	17.1.2018, 24.1.2018, 13.2.2018 19.2.2018, 22.2.2018, 12.3.2018 & 20.3.2018.
10.1.2018, Rs. 133.86 Lakh (2 <sup>nd</sup> Installment, Remaining Part)	15.2.2018, Rs. 133.86 Lakh (2 <sup>nd</sup> Installment, Remaining Part)	

It is observed that there is One Month delay in releases of Fund due to Procedural Delay at UT level.

Scheme is implemented with State Funds which are received in the month of April every year.

Funds are transferred to Centralized Cooking Institutes/Implementing agencies as per their requirement from the State Budget in the beginning of the year.

## 5. Management Structure :

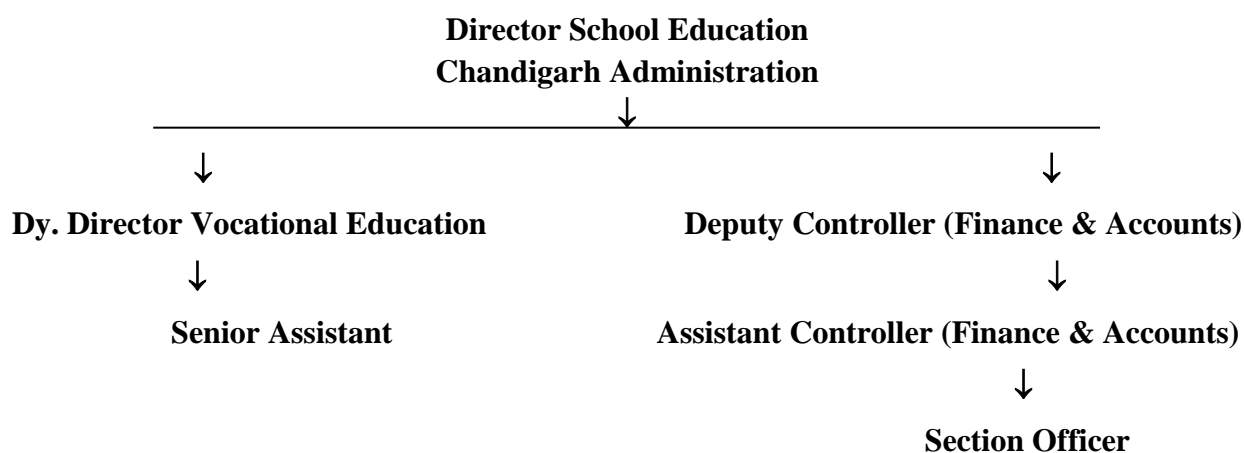
### **Present Management Structure under MDMS:**

The MDM scheme is being implemented by the Department of Elementary Education in the State as the Nodal Department.

- ▶ The Secretary Education, Government of Chandigarh is the Administrative Head at Govt. level and Director Elementary Education at Department level.
- ▶ The Deputy Directors (Elementary Education) are the Nodal Officers at District level and Block Elementary Education Officers (BEEO) at Education block level. Chandigarh has 127 Educational Blocks.

In UT, Chandigarh Management structure to implement the MDM Scheme at various level is as under:-

#### (i) Management Structure at State Level

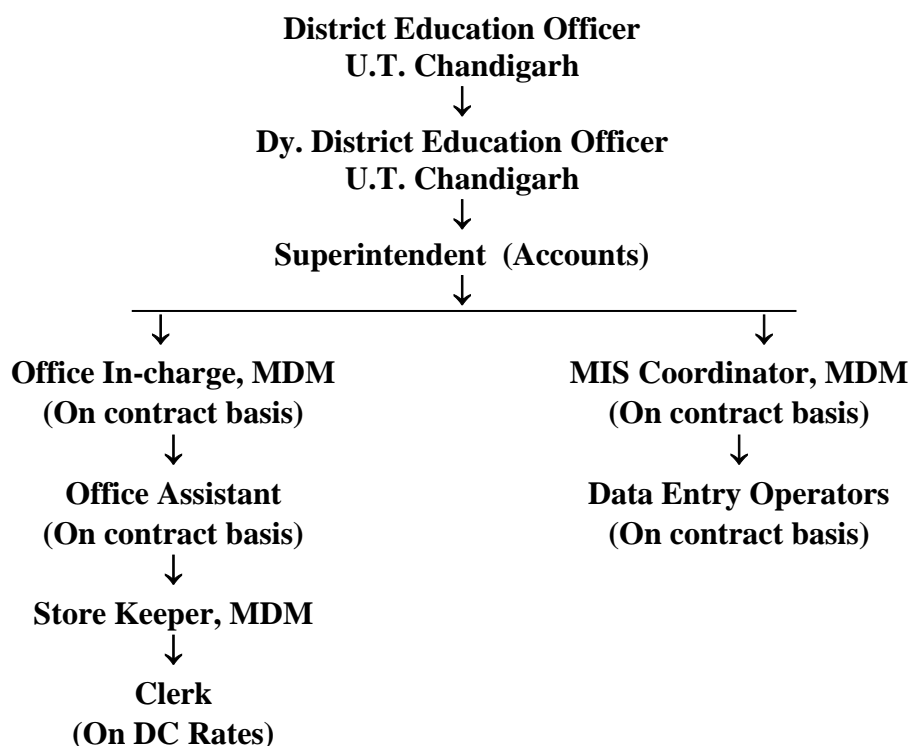


Role and responsibilities at each level is as under:-

- A. Director School Education
  - i. To oversee the implementation of Mid-Day Meal Scheme in addition to the duties of the post.
- B. Dy. Director Vocational Education
  - i. To look after work of MDMS in addition to the duties of the post.
  - ii. Chairperson/member of various committees
- C. Dy. Controller (Finance & Accounts)
  - i. To look after work of Accounts & Finance of the Schemes of MDM (additional duty).
- D. Assistant Controller (Finance & Accounts)

- ii. To assist in maintaining Accounts & Finance to Dy. Controller (F & A). (additional duty).
- E. Section Officer
  - i. To assist in maintaining Accounts & Finance to Assistant Controller (F&A). (additional duty)
- F. Senior Assistant
  - i. To deal with all the matters relating to MDMS (additional duty).

(ii) **Management Structure at District Level**



**(Inspectors and Supervisors (MDM) Posted in centralized kitchens on contract basis)**

Role and responsibilities at each level is as under:-

- A. District Education Officer
  - i. To look after work of MDMS in addition to the duties of the post.
  - ii. Drawing and Disbursing Officer of MDMS.
  - iii. Inspection of MDMS
- B. Dy. District Education Officer



- i. To look after work of MDMS as Nodal Officer in addition to the duties of the post.
  - ii. Inspection of MDMS
- C. Superintendent (Accounts)
  - i. To look after of all work related to MDMS in addition to duties of the post.
- D. Office Incharge, MDM
  - i. To look after of all work related to MDMS
- E. Office Assistant
  - i. To deal with all the matters relating to MDMS
- F. Store Keeper, MDM (additional duty)
  - i. To procure food-grains(wheat & rice) from the FCI Godown
  - ii. To provide food grains to the MDM kitchens, centralized kitchens and schools
  - iii. To maintain the stock/ distribution record of food grains
  - iv. To ensure safe storage of food-grains.
- G. Clerk
  - i. To put-up the cases and maintain the record of MDMS
  
- A. MIS Coordinator
  - i. To look after of all work related to MIS for MDMS.
  - ii. Other IT related work assigned by the authorities.
- B. Data Entry Operators
  - i. To collect and feed data into the MDM-MIS portal
  - ii. Any other work assigned by the authorities.

**Inspectors and Supervisors (MDM)**

- i. To supervise cooking process at cooking centres.
- ii. Checking/tasting of cooked food.
- iii. To check the Hygiene and cleanliness aspects in kitchen and its surrounding area.
- iv. To recheck the food by stirring with Specula(Karchhi) before loading/ handing over the cooked food to teacher Incharge MDM.
- v. To safely transport the meal upto the schools.
- vi. To check the food container of the school before transferring the cooked meal into it.

**6. System for payment of cost of food grain to FCI**

The Government of India vide letter No. F.1-15/2009-Desk(MDM) dated 10.2.2010 has conveyed the guidelines regarding the payment of cost of foodgrains. As per these guidelines. “The foodgrains (rice) is to be supplied by the Government of India through Food Corporation of India. The payment of cost of foodgrains (rice) is to be made by the UT Government to the Food corporation of India. Whereas, in previous years the payment of the cost of foodgrains (rice) had been made / released by the Government of India directly to the FCI .”

“The FCI will raise the bills pertaining to the supply of foodgrains during a month to the district administration by the 10<sup>th</sup> day of the next month in the prescribed format and the district administration will ensure payment with in 20 days.”

The claims are raised by the FCI for lifted rice from FCI godowns and are being got verified from the districts, then the payment of cost of rice is released to the FCI at State level.

**Current Status for Payment to FCI towards supply of Food Grains is below :**

Payments made at district level through RTGS,

100% Bills of FCI has been already cleared at district Level in UT of Chandigarh. Hence there is No any pending bills of FCI for the FY-2017-18 and for the previous year(s)

Joint 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. State Head quarter is apprised verbally about the report of this meeting. Also it is important to mention that Reconciliation is done telephonically once in a quarter.

**7. Menu**

**Weekly Menu – Day wise**

1. Prantha Based Menu: From Dr. Ambedkar Institute of Hotel Management, Sector-42, Chandigarh.

<b>Day</b>	<b>Menu</b>	<b>Rate (Per Meal)</b>
Monday	Prantha + Rajmah	Rs. 8.94 for both Primary and Upper Primary Children
Tuesday	Prantha + Karhi Pakora	
Wednesday	Prantha + Dal Chana + Vegetable	
Thursday	Prantha + Rajma	
Friday	Prantha + Karhi Pakora	

Saturday	Prantha + Mix Dal	
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2. Veg. Pulao Based Menu: Chandigarh Industrial & Tourism Corporation (CITCO), Sector-17, Chandigarh.

Day	Menu	Rate (Per Meal)
Monday	Veg. Pulao + Dal Channa with Veg	<b>Rs. 7.20 for Primary and Rs. 9.17 for Upper Primary</b>
Tuesday	Veg. Pulao + Karhi with veg. Pakoras	
Wednesday	Veg. Pulao + Dal Channa with Veg	
Thursday	Veg. Pulao + Rajmah	
Friday	Veg. Pulao + Karhi with veg. Pakora	
Saturday	Veg. Pulao + Rajmah	

3. Veg. Pulao Based Menu: Chandigarh Institute of Hotel Management, Sector-42, Chandigarh.

Day	Menu	Per meal rates
Monday	Veg. Pulao + Dal Arhar	Rs. 7.20 and Rs. 0.61 additional for Nutri (2 Days) for Primary Rs. 9.17 and Rs. 0.72 additional for Nutri (2 Days) for Upper Primary
Tuesday	Veg. Pulao + Karhi Nutri	
Wednesday	Veg. Pulao + Mix Dal	
Thursday	Veg. Pulao + Rajmah	
Friday	Veg. Pulao + Karhi pakora	
Saturday	Veg. Pulao + Nutri Aalo Mattar	

No Additional Food items provided (fruits/milk/any other items) from UT resources.

Only Double Fortified Salt is being used in the School Based Cluster Kitchens which is being procured from Hindustan Salt Ltd. (Govt. of India undertaking). In addition, Fortified Wheat Flour and Rice are also being used for Mid Day Meal.

UT Govt. (at Education Secretary level), decide about the daily Menu. Also UT Govt. emphasizes on provision of local variation in the menu, Inclusion of locally available ingredients/items in the menu as per the liking/taste of the children. Time of serving meals in school in UT is for Morning session is i.e. during 10:00 am to 11:00 am and for Evening session is 1:00 pm to 2:00 pm

## 8. Capacity Building

**Details of the training programme conducted for State level officials, SMC members, school teachers and others stakeholders** : Cook-cum-helpers have

been trained by their colleagues (who have already trained) in a cascade mode of training on regular basis.

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

There are several topic on which training has been provided are mentioned below :

- Role as a Food Handler.
- Personal Grooming & Hygiene.
- Food Storage.
- Food Safety & Food Safety Act.
- Pest Control.
- Accidents/Precaution.
- Garbage Disposal.
- Food Distribution.
- Ethics & Values.

**Targets for the next year** : Training will be imparted to Teachers, Inspectors, Supervisors & CCH.

**9. Tasting of Meal :**

As per MHRD guidelines for MDMs for Testing of food sample by any recognized labs for prescribed nutrition and presence of contaminants such as microbes, e-coli. Mechanism to check the temperature of the cooked MDM, UT Govt. has already initiated this tasting of meal by NABL Accredited lab. Cooked food is being got tested from the food laboratory once in a month. As per Information gathered from Idma Laboratories Ltd., Panchkula, Temperature of Cooked MDM is checked by Thermometer.

As far as Engagement of recognized labs for the testing of Meals, UT Govt has engaged the recognized Lab M/s Idma Laboratories Ltd., Panchkula for testing of Meals. As per norms fixed by GOI, Samples of cooked food are collected by M/s Idma Laboratories Ltd. from the Centralized and School Based Cluster Kitchens once in a month.

Details of some samples taken and results thereof is as under :

Samples Taken	Kardhi Pakora & Veg Pulao (CITCO-17)	Rajma & Prantha (AIHM-42)	Daal & Veg. Pulao (CIHM-42)	Rice, White Chana & Chapati (GMHS-38 School Cluster Kitchen)
Fat (gm)	5.26	5.42	5.30	5.04
Protein (gm)	12.28	12.37	12.27	12.23
Energy (Kcal)	465.8	472.1	477.2	461.33
Moisture (% by mass)	64.27	60.71	63.60	39.43
Escherichia coli	Absent	Absent	Absent	Absent

**There are some Steps taken to ensure implementation of guidelines issued with regard to quality of food is mentioned below.**

- All the Senior Officers of Chandigarh Administration and Officers of Education Department monitor the MDM activities.
- Senior Officers monitor the implementation of MDM programme at the Cooking Institutes and Schools. They check the taste, quality, quantity of MDM and hygiene.
- School Management committees monitor the implementation of MDM programme in the schools.
- Four committees consisting of Cluster heads, SMC members and NGOs also monitor the MDM activities at the schools and MDM kitchens.
- Department has engaged one Inspector for each centralized kitchen for monitoring the cooking of MDM. Besides this, 20 Supervisors are also engaged who go with the mini trucks to ensure hygienic delivery of cooked meals in the Schools. The MDM is handed over to the Teacher Incharge of MDM in the School who check and taste the quantity and quality.
- The MDM is distributed to the students in the class rooms by the cook-cum helpers engaged for the purpose, in the presence of Teachers. Teachers also taste the MDM in the class rooms before its distribution.

**Provision for Testing of Cooked Food & Foodgrains samples of MDM :**

UT Govt. has made a provision of Rs. 3.00 Lakh for sample testing of cooked food by 3 centralized kitchens & 7 School Based Cluster Kitchens once in a month from the NABL accredited Govt. approved Lab during the year 2018-19.

**10. Grievance Redressal Mechanism**

To redress the grievances of the parents/stakeholder and general public a helpline Toll Free No. 1800-180-2053 is available in office of District Education Officer, UT Chandigarh.

**Details regarding Grievance Redressal at all levels :**

Steering-cum-Monitoring Committee at District Level is already constituted. Grievances/complaints relating to MDM received on telephone helpline no. 5021697/Toll Free No. 1800-180-2053 and By Daak in the office. As of now, there is no as such any complaints received so far in any nature of complaints. Apart from the above, there is mechanism to redress the Complaints immediately.

**11. Contingency Plan to avoid any untoward incident**

- All the School Heads have been directed to display the Addresses & Contact Nos. of the following at the prominent place in their respective schools : -
  - ✓ District Magistrate
  - ✓ Hospital/Dispensary
  - ✓ Police Station
  - ✓ Fire Service Station
  - ✓ Ambulance
- Director Health & Family Welfare, Director Principal, Medical College & Hospital Sec-32 and Commissioner Municipal Corporation have been requested to direct the Medical officers of Hospital and civil dispensaries to immediately provide medical assistance/treatment in case of emergent call made by any school in-charge.

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### Part-C : Recommendations of Appraisal Team for 2018-19

#### PAB -MDM decisions

No	Details	State's Proposal for 2018-19		Recommendations by Appraisal Team for 2018-19	
1	<b>No. of Children &amp; Institutions</b>				
1.1	<b>Primary</b>	<b>No. of institutions</b>	<b>No. of Children</b>	<b>No. of institutions</b>	<b>No. of Children</b>
1.1.1	Govt. + Govt. aided + LB schools	8	30374	8	30374
1.1.2	Special Training Centers (NCLP)	0	0	0	0
1.1.3	Madarsa / Maqtab	1	200	1	200
	<b>TOTAL (1.1)</b>	<b>9</b>	<b>30574</b>	<b>9</b>	<b>30574</b>
1.2	<b>Upper Primary</b>				
1.2.1	Govt. + Govt. aided + LB schools	111	18669	111	18669
1.2.2	Special Training Centers	0	0	0	0
1.2.3	Madarsa/Maqtab	3	70	3	70
	<b>Total (1.2)</b>	<b>114</b>	<b>18739</b>	<b>114</b>	<b>18739</b>
1.3	<b>Drought</b>				
1.3.1	Primary	0	0	0	0
1.3.2	Upper Primary	0	0	0	0
	<b>Total (1.3)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	GRAND TOTAL (1.1 + 1.2 + 1.3)	123	49313	123	49313
2	No. of Working days				
2.1	Primary		248		248
2.2	Upper Primary		248		248
2.3	NCLP		0		0
2.4	Drought	Primary	0		0
		Upper Primary	0		0
3	No. of Cook-cum Helpers*				
3.1	Approved cook-cum-helpers for 2017-18				800
3.2	State Proposal for CCH			825= 800 + 25 (Additional)	
3.3	Approval of CCH for FY 2017-18			825= 800 + 25 (Additional)	
4	Kitchen-cum-store		3		0 *
5	Kitchen Devices	New Schools	0		0
		Replacement	0		0
* Not Applicable for Cluster Kitchen.					

#### 4. Kitchen-cum-stores (KS) :

Chandigarh UT has got sanction from UT Administration for Construction of 10 Cluster based Kitchen. Out of this 10, UT has already constructed 7 Cluster Kitchen and for balance of 3 Cluster Kitchen, UT has requested for Fund from Govt. of India

<i>Releases for Kitchen sheds by MHRD, Govt. of India as on 31.03.2018</i>				
Schools	Year	Dated	Units	Amount (in lakh)
PY & UPY	(2006-07)		0	0.00
	(2007-08)		0	0.00
	(2008-09)		10	23.34
	(2009-10)		0	0.00
	(2010-11)		0	0.00
	(2011-12)		0	0.00
	(2012-13)		0	0.00
	(2013-14)		0	0.00
	(2014-15)		0	0.00
	(2015-16)		0	0.00
	(2016-17)		0	0.00
	(2017-18)		0	0.00
		<b>Total</b>		<b>10</b>

## 5. Kitchen Devices (KD) :

UT Govt. has got sanctioned FROM MHRD, Govt. of India for 50 KD IN 2006-07 and Balance of 69 from UT Administrations.

As per MDM guideline of MHRD for replacement of Kitchen devices, it will be applicable only after 5 Years completion of sanctioned of those KD. Accordingly, UT has got sanctioned for replacement for 50 KD in 2014-15 and for 69 KD in 2016-17.

<i>Releases for Kitchen devices by MHRD, Govt. of India as on 31.03.2018</i>							
Schools	Installment	Dated	New	Amount (in lakh)	Replaceme nt	Amount (in lakh)	
<b>PY &amp; UPY</b>	(2006-07)		<b>50</b>	<b>2.28</b>	0	0.00	
	(2007-08)		0	0.00	0	0.00	
	(2008-09)		0	0.00	0	0.00	
	(2009-10)		0	0.00	0	0.00	
	(2010-11)		0	0.00	0	0.00	
	(2011-12)		0	0.00	0	0.00	
	(2012-13)		0	0.00	0	0.00	
	(2013-14)		0	0.00	0	0.00	
	(2014-15)		0	0.00	0.00	<b>50</b>	<b>2.50</b>
	(2015-16)		0	0.00	0.00	0	0.00
	(2016-17)		0	0.00	0.00	<b>69</b>	<b>3.45</b>
	(2017-18)		0	0.00	0.00	0	0.00



	<b>Total</b>	<b>50</b>	<b>2.28</b>	<b>119</b>	<b>5.95</b>
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**State: Chandigarh**

**QUANTIFICATION OF CENTRAL ASSISTANCE FOR 2018-19**

**(As per revised norms after revision of cooking cost by 7.5% w.e.f. 1<sup>st</sup> April, 2018) \$**

**A. Food grains**

Sl. No.	Stage	No. of Children	No. of Working Days	Quantity in MTs.
1	Primary (@ 100 gms per child per school day)	30574	248	758.24
2	Up. Primary ( @150 gms per child per school day)	18739	248	697.09
3	NCLP ( @150 gms per child per school day)	0	0	0.00
4	Drought	0	0	0
4.1	Primary	0	0	0
4.2	Upper Primary	0	0	0
<b>TOTAL</b>		<b>49313</b>		<b>1455.33</b>

**B. Cost of Foodgrains, Cooking cost, Transport Assistance, Hon. to cook-cum-helpers and Management Monitoring and Evaluation (MME)**

Sl. No.	Component/norm	Amount admissible (Rs. In Lacs)
1	2	3
<b>Primary</b>		
1	Cost of Food grains @ Rs. 2000/- per MT for 303.29 MT wheat + @ Rs. 3000/- per MT for 454.94 MT rice	19.71
2	<b>Unit Cooking Cost- Rs. 4.13 per day / per child for 30574 children for 248 days</b>	
2.1	<b>Central Share @ Rs. 4.13 per child/day</b>	313.15
2.2	<b>Minimum Mandatory State Share @ 0.00 per day/per</b>	0.00
3	<b>Transportation Cost @ Rs. 750.00 Per MT food grains</b> (30574 x 248 days x 0.0001 MT x Rs.750.00)	5.69
4	<b>Honorarium for cook cum Helper</b>	
4.1	<b>Central Share - (492 x Rs.1000x 10 months)</b>	49.2
4.2	<b>Minimum Mandatory State Share - (492 x Rs. 100 x 10 months)</b>	215.61
5	Management Monitoring and Evaluation (MME) @ 1.8% of the i) Cost of food grains ii) Cooking cost iii) Cost of transportation and iv) Honorarium to cook – cum-helpers	30.00
<b>TOTAL - {1+2.1 +3+4.1+5}</b>		<b>417.75</b>
<b>Upper Primary</b>		
6	Cost of Food grains @ Rs. 2000/- per MT for 278.84 MT wheat + @ Rs. 3000/- per MT for 418.25 MT rice	18.12
7	<b>Unit Cooking Cost 6.18 per day / per child for 18739 children for 248 days</b>	
7.1	<b>Central Share @ Rs. 6.18 per child/day</b>	287.20
7.2	<b>Minimum Mandatory State Share @ 0.00 per day/per</b>	0.00

8	<b>Transportation Cost @ Rs. 750.00 Per MT food grains</b>	5.23
	(18739 x 248 days x 0.00015 MT x Rs.750.00)	
9	<b>Honorarium to cook cum Helper</b>	
9.1	<b>Central Share - (333 x Rs.1000x 10 months)</b>	33.3
9.2	<b>Minimum Mandatory State Share- (333 x Rs.100x 10 months)</b>	114.28
10	Management Monitoring and Evaluation (MME) @ 1.8% of the	0.00
	1) Cost of food grains	
	2) Cooking cost	
	3) Cost of transportation and	
	4) Honorarium to cook – cum-helpers	
	<b>TOTAL - {6+7.1 +8+9.1+10}</b>	<b>343.85</b>
<b>NCLP</b>		
11	Cost of Foodgrains @Rs. 3000/- per MT for 00.00 MT rice + cess-0%	0.00
12	<b>Unit Cooking Cost 6.18 per day / per child for 00 children for 00 days</b>	
12.1	<b>Central share @ Rs.5.56 per child/day</b>	0.00
12.2	<b>Minimum Mandatory State Share @ Rs.0.62 per child/day</b>	0.00
13	<b>Transportation cost @ Rs. 1524.90 Per MT food grains</b>	0.00
	(0x 0 days x 0.00015 x 1524.90)	
14	Management Monitoring and Evaluation (MME) @ 1.8% of the	0.00
	1) Cost of food grains	
	2) Cooking cost	
	3) Cost of transportation and	
	4) Honorarium to cook – cum-helpers	
	<b>TOTAL - {11+12.1 +13+14}</b>	<b>0.00</b>
<b>Total (Primary + Upper Primary + NCLP)</b>		<b>761.61</b>
15	<b>Kitchen Shed -- Nil</b>	0.00
16	<b>Kitchen Devices -- New -- Nil</b>	0.00
	<b>Kitchen Devices -- Replacement -- Nil</b>	0.00

<b>GRAND TOTAL - (1-16)</b>	<b>761.61</b>
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**C. Drought : NIL**

**D. Non-recurring : NIL**

**E. Total Requirement of Funds for 2018-19**

(Rs. in lakh)

<b>Component</b>		<b><u>As per revised norms after revision of cooking cost by 7.5% w.e.f. 1<sup>st</sup> April, 2018</u></b>	
		<b>Centre</b>	<b>Minimum mandatory State share</b>
<b>Recurring</b>	Normal	<b>761.61</b>	<b>0.00</b>
	Drought	<b>0.00</b>	<b>0.00</b>
<b>Non- recurring</b>		<b>0.00</b>	<b>0.00</b>
<b>Total</b>		<b>761.61</b>	<b>0.00</b>

**§: Subject to approval of enhancement of cooking cost by 7.5% by competent authority.**

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