



**National Programme  
of  
Mid Day Meal in Schools  
(MDMS)**

**Annual Work Plan & Budget  
2018-19**

Name of the State/UT----- Delhi

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# Mid Day Meal Programme Annual Work Plan and Budget 2018-19

*(Please do not change serial numbers below)*

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## 1. Introduction:

### 1.1 Brief history

Mid Day Meal scheme, a Centrally sponsored scheme of Ministry of HRD, Government of India, was implemented in Delhi for Primary classes in 2003 and for upper Primary classes in 2009-10. In Delhi, there are six implementing agencies i.e. Directorate of Education, South Delhi Municipal Corporation, North Delhi Municipal Corporation, East Delhi Municipal Corporation, New Delhi Municipal Council and Delhi Cantonment Board which are providing hot & fresh cooked Mid Day Meal to approx 16,12,295 children of their govt. and govt. aided schools through the semi automated kitchen of empanelled NGOs/VOs. The Directorate of Education, Govt. of NCT of Delhi also discharges functions of Nodal Office for Delhi State for Mid Day Meal scheme

### 1.2 Management structure

MHRD---- Secretary (Education), GNCT of Delhi ---Director Education, GNCT of Delhi---Addl. Director (MDM)---DDE (MDM)---DDE (Districts)---DDE-(Zones) --- HOSs/Principals---Mid Day Meal In-charges.

### 1.3 Process of Plan Formulation at State and District level.

The format of Annual Work Plan & Budget 2018-19 received from Ministry of HRD are sent to other implementing agencies in Delhi State namely North Delhi Municipal Corporation, South Delhi Municipal Corporation, East Delhi Municipal Corporation, New Delhi Municipal Council and Delhi Cantonment Board for the preparation and submission of Annual Work Plan & Budget in respect of its schools. After receiving the plan from these agencies the same is compiled by the Nodal Agency i.e. Directorate of Education. The Annual Work Plan & Budget is finalized as per instructions and guidelines issued by MHRD in prescribed formats.

## 2. Description and assessment of the programme implemented in the current year (2017-18) and proposal for next year (2018-19)with reference to:

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

Mid Day Meal in Delhi is being supplied regularly without any interruption in 2017-18 as per guidelines of Ministry of HRD to all students of primary and upper primary classes of Govt/Govt Aided schools by all the implementing agencies.

### 2.2 System for cooking, serving and supervising mid-day meals in the schools

Cooking, Serving and distribution of MDM in school of Delhi State is outsourced through 54 NGOs/Service Providers from their Semi Automated kitchens and as per MOU/Agreement signed with them. It is the responsibility of the NGOs/VOs for cooking, transportation and serving Mid Day Meal to students as per provisions of agreement.

In order to ensure supply of fresh, hot and hygienic meal to the students as per guidelines of MHRD, proper supervision is kept to prevent any untoward happening. Instructions are issued from time to time. Supervision/Monitoring of Mid Day Meal is being done by the officers of the Department at the following levels (Annexure- I):-

a) At school level –

The monitoring of Mid Day Meal is being done at school level regularly by Heads of Schools and other members of Schools Level Mid Day Meal Monitoring Committee (SLMDMMC) comprising of Head of School, Teacher in charge of Mid Day Meal, Home Science Teacher, minimum three mothers of students, DDO of the school and one VKS member. The Head of School holds MDM meeting at least twice a month. This committee is fully responsible for receiving and monitoring of the distribution of Mid Day Meal on daily basis. Other functions of the committee are as follows :-

- i) At least two committee members taste the food from all the containers before it is distributed among the students for consumption. ii) If the food is found to be stale/defective, it is not distributed and returned to the service provider. iii) The Heads of Schools have the right to take necessary action against the supplier as per agreement under intimation to EO, DDE and MDM Branch at Head Quarter.

b) By Zonal Level officers –

A Zonal Level Steering cum Monitoring Committee of Mid Day Meal has been constituted in all zones comprising of DDE (Zone), two Principals, two parents and one VKS member. Main functions of this committee are as follows:-

- i) to hold at least one meeting in a month, ii) To chalk out month wise programme of monitoring of the distribution of Mid Day Meal in the schools of the concerned zone. iii) The DDE(Zone) monitors the programme and takes corrective steps as and when required, iv) DDE(Zone) visits the kitchens of the service providers at least once a week of their respective zone.

c) By District Level Officers –

- i) The district DDEs monitors/supervises the working of committees of Mid Day Meal at zonal and school level, ii) District DDEs also visit kitchens and supervise preparation and transportation of Mid Day Meal on regular basis, iii) District DDEs also ensure that food is being prepared under hygienic conditions and all required infrastructure and machines are available in the kitchen.

## 2.3 Details about weekly Menu.

### 2.3.1 Weekly Menu – Day wise

Mid Day Meal menu is annexed as Annexure-I:- 1. Atta & Besan Puri with Aaloo Curry/or Mixed Vegetables. (wheat based) 2. Atta Poori with Chholley (mashed vegetables added to the gravy) (wheat based) 3. Vegetable Paushtik Daliya (wheat based) 4. Rice Chholley with mashed vegetables added to the gravy. (Rice based) 5. Rice with Sambar /Dal (with vegetables added to the gravy) (Rice based) 6. Rice with Kadhi (with vegetables added to the gravy) (Rice based)

### 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.

Keeping the objective of improving upon the nutritional indices of growing children in mind, a proposal is under process in Directorate of Education for providing banana and egg twice a week as a supplement with MDM. Further, M/s Mother Dairy is daily providing milk to students of 06 schools of Directorate of Education in Delhi on pilot basis.

### 2.3.3 Usage of Double Fortified Salt and Fortified Edible Oil; their availability and constraints, if any, for procuring these items.

All Mid Day Meal suppliers vide letter dated 03/08/2011 have been directed to use only double fortified salt for cooking, as per the guidelines of the Ministry of HRD. Consequently, double fortified salt is being used in preparation of Mid Day Meal by all Service Providers (Annexure-II). Further, Directorate of Education has issued direction to all Service Providers/NGOs for use of Fortified Edible Oil and Rice vide order dated.....

### 2.3.4 At what level menu is being decided / fixed, Mid Day Meal menu is decided/fixed at the level of Secretary (Education)

### 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 Local variation is considered while deciding menu of the Mid Day Meal

### 2.3.6 Time of serving meal.

In Delhi, the schools are run in two shifts due to paucity of buildings/space. Accordingly, Mid Day Meal is served in two shifts. For morning it is between 09AM to 10AM and between 2.30PM to 3.30PM in the evening shift.

## 2.4 Fund Flow Mechanism - System for release of funds(Central share and State share).

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

After receiving the fund from MHRD under Mid Day Meal scheme for Cooking Cost, Directorate of Education, as Nodal Department sends proposal to Finance Department through Planning Department for releasing of cooking cost to implementing agency wise. After the approval of Finance Department of GNCT Delhi, the fund is released to all implementing agencies through e-transfer of funds. After getting the funds, the payment to the Service Providers are made through concerned DDE of the District.

### 2.4.2 Mode of release of funds at different levels,

As above

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

Ad-hoc Installment released on 28.04.2017

1st Installment released on 20.11.2017

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

Normally funds are released in time. When there is a delay in releasing of funds by Ministry of HRD, the subsequent delay happens in releasing funds to the Service Providers as well as to FCI. Even, for financial year 2017-18, Ministry of HRD has not released the funds for 2nd and 3rd installments.

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

In case of Delhi, Mid Day Meal is supplied by empanelled Service providers in accordance with the provisions of the agreement signed with them. As per the agreement the NGOs/VOs is bound to supply MDM for atleast for 45 days from their resources in case of non release of fund to them in time.

#### **2.4.6 Initiatives taken by the State for pre-positioning of funds with the implementing agencies in the beginning of the year.**

In the beginning of the year when fund is not allocated by Ministry of HRD, the Directorate of Education being nodal agency, get the funds released by Finance Department from State fund which are subsequently reimbursed to State on receipt of the funds from Ministry of HRD.

### **2.5 Foodgrains management,**

#### **2.5.1 Time lines for lifting of foodgrains from FCI Depot- District wise lifting calendar of foodgrains.**

Generally, food grains are released to the NGOs/Service Providers in advance by the representative of Department from FCI Godown. Food grains are lifted from FCI godown and transported to the kitchen godown by NGOs/VOs by their own means of transportation. Government of NCT of Delhi reimburses transportation bills @Rs.750/- per MT or the actual transportation charges whichever is less as per norms/rate of Ministry of HRD. Food grains are kept safely in the godowns by the NGOs.

#### **2.5.2 System for ensuring lifting of FAQ foodgrains (Joint inspections at the time of lifting etc.).**

Since, February, 2016 Directorate of Education has entrusted the work of lifting the samples of raw food grains from FCI godowns to M/s FICCI Research and Analysis Centre for testing its quality every month (Annexure-III). Besides this, representative of the Department and the NGO/VO also remain present at the time of lifting of food grains for ensuring lifting of FAQ food grains.

#### **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 foodgrain 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 such incident reported.

#### **2.5.4 System for transportation and distribution of food grains**

In Delhi, Mid Day Meal is outsourced through Service Providers from their semi automated kitchens. The representative of the Department lifts the food grains from FCI every month and at the same time distributes the food grains to all Service Providers supplying MDM. Thereafter, Service Providers carry the food grains to their godown/kitchen from their own means of transportation and charges to this effect are reimbursed by the Department @Rs.750/-per MT or actual transportation charges whichever is less.

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

As Mid Day Meal is outsourced in Delhi through empanelled Service Providers, it is not applicable. However, balance food grains with the Service Providers are adjusted on further allocation of food grains.

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

In Delhi, Mid Day Meal is outsourced through Service Provider from their Semi Automated kitchen and as per the agreement signed with them, their godown for storage of foodgrains should be within the distance of 500 meter of the kitchen.

### 2.5.7 Challenges faced and plan to overcome them.

Agreement with existing Service Provider for supplying the Mid Day meal has been expired on 15/03/2016 which has further been extended to 31 March, 2018. Now, Directorate of Education is going to call an Expression of Interest for empanelling new Service providers for supplying the Mid Day meal.

## 2.6 Payment of cost of foodgrains to FCI.

### 2.6.1 System for payment of cost of foodgrains to FCI; whether payments made at district level or State level

The system of payment of cost of food grains to FCI in Delhi is that after allocation funds by Ministry of HRD, the Directorate of Education being Nodal agency get further approval from Planning/Finance Department of GNCT of Delhi, the funds are distributed to all implementing agencies on the basis of the enrollment of the students for MDM. All the implementing agency transfer the payment to FCI through RTGS in accordance with the bills received from FCI.

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

No bills pending of previous years.

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

There is no pending bill of the previous year. In case, payments are not made in time against the pending bills it is due to non receipt of funds from Ministry of HRD.

### 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.

- (i) The representative of Directorate of Education meets the FCI officers every month before lifting the foodgrains and inform them regarding the issues relating to quality of food grains/payments of bills
- (ii) and accounts functionary of the Mid Day Meal Branch remain always in touch with the officers of FCI to resolve the matter relating to outstanding bills.

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

Dte. of Education is a Nodal Department for Mid Day Meal in respect of all the other implementing agencies supplying MDM in Delhi. All the other agencies submits their monthly progress reports and issues pertaining to FCI are discussed with them and resolve. The monthly progress reports received from implementing agencies are compiled and forwarded to the Ministry of HRD regularly.

**2.6.6 The process of reconciliation of payment with the concerned offices of FCI.**

After getting inputs from the other implementing agencies, the accounts officer of the Mid Day Meal Branch being nodal department for Mid Day Meal reconciles the payment figure with the FCI on time to time.

**2.6.7 Relevant issues regarding payment to FCI.**

There is no relevant issue regarding payment to FCI. The only issue is the delay in payment some time when funds are not released by Ministry of HRD in time.

**2.6.8 Whether there is any delay in payment of cost of food grains to FCI. If so, the steps taken to overcome the delay.**

Due to non receipt of 2nd installment of MDM fund from Ministry of HRD, bills of Rs.397.46 Lakhs are pending on account of lifting of food grains to be paid to FCI. Several communications in this regard have been sent to MHRD.

**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.**

Delhi State follows the norms prescribed by MHRD for the engagement of cook-cum helpers.

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

NA

**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.**

NA

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

Directorate of Education vide letter dated 08/09/2015 has issued directions to the all Service Providers/NGOs for making payment to the cook cum helper through e-transfer in the accounts. (Annexure-IV)

**2.7.5 Whether the CCH were paid on monthly basis.**

Directorate of Education has allotted the entire cook cum helper to Service Providers with the condition that the 50% of CCHs has to be engaged at school level to ensure the smooth distribution of Mid Day Meal to the children and 50% CCHs to the kitchen where Mid Day Meal is prepared. Payment of these CCHs is made through NGOs/Service Providers by the district offices of Directorate of Education 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 such complaint received.

### **2.7.7 Rate of honorarium to cook-cum-helpers,**

As per guidelines of the Ministry of HRD, honorarium to CCHs is paid @Rs.1000/- per month.

### **2.7.8 Number of cook-cum-helpers having bank accounts,**

Directorate of Education has allotted the entire Cook cum Helpers to concerned Service Providers and directed all the Service Providers to pay honorarium to the cook cum helper through e-transfer in the accounts of cook cum helpers.

### **2.7.9 Number of cook-cum-helpers receiving honorarium through their bank accounts,**

Directorate of Education has given direction to the all Service Providers/NGOs for making payment to the cook cum helper through e-transfer in the accounts of cook cum helpers.

### **2.7.10 Provisions for health check-ups of Cook-cum-Helpers,**

Necessary directions have been issued to the Service Providers.

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

Yes, almost all the cook-cum-helpers wear head gears and gloves at the time of cooking of meals as per instruction issued to Service Provider from time to time. Officials of the Directorate of Education carry out inspections of the kitchens from time to time for ensuring the same.

### **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,**

While allotting CCHs to the Service Providers, all guidelines of Ministry of HRD for engaging the cook cum helpers have been conveyed to the Service Providers for strictly compliance. Directorate of Education has allotted the entire cook cum helper to Service Providers with the condition that 50% of CCHs have to be engaged at school for smooth distribution of Mid Day Meal to the children and 50% CCHs to the kitchen where Mid Day Meal is prepared.

### **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.**

In January 2018, training has been imparted to 60 Cook-cum-Helpers as a master trainer by FSSAI.

### **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 Jyoti Bima Yojana etc. and number of cooks benefitted through the same.**

Directorate of Education vide letter dated 08/09/2015 has issued directions to the all Service Providers/NGOs for making payment to the cook cum helper through e-transfer in the accounts. Further, directions shall be issued to all Service Providers regarding Pradhan Mantri Jan Dhan Yojana, Pradhan Mantri Suraksha Bima Yojana, Pradhan Mantri Jeevan Jyoti Bima Yojana etc.



## **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.**

Since, Mid Day Meal in Delhi is being outsourced through empanelled Service Providers from their Semi Automated kitchen and as per the agreement; procurement of pulses & vegetables is the responsibility of the Service Providers. However, necessary directions are issued to Service Provider in this regard and necessary inspections are also carried out from time to time to ensure the use of good quality pulses(FSSAI/AGMARK) and fresh vegetables by Service Providers.

### **2.8.2 Whether 'First-in First-out'(FIFO)method has been adopted forusing MDM ingredients such as pulses, oil/fats.Condimentssalt etc. or not.**

The instructions are issued from time to time to use the ingredients such as pulses, oil, condiments, salt etc as per AGMARK/FSSAI before well within the expiry date.

### **2.8.3 Arrangements for safe storage of ingredients and condiments in kitchens.**

Necessary directions are issued to the Service Providers from time to time.

### **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.**

Guidelines dated 13/02/2015 on food safety and hygiene in school level kitchens under Mid day Meal Scheme have been communicated to all implementing agencies, District DDEs and Service Providers of MDM vide dated 24/11/2015 & 21/06/2016 (Annexure-V). Further, Cooking, Serving and distribution of MDM in schools of Delhi State is outsourced through 53 NGOs/Service Providers from their 55 Semi Automated kitchens and as per MOU/Agreement signed with them, it is the responsibility of the NGOs/VOs for cooking, transportation and serving Mid Day Meal to students as per provisions of agreement. In order to ensure supply of fresh, hot and hygienic meal to the students as per guidelines of MHRD, proper supervision is conducted to prevent any untoward happening. Instructions are issued from time to time. Supervision/Monitoring of Mid Day Meal is being done by the officers of the Department at various levels.

### **2.8.5 Information regarding dissemination of the guidelines up-to school level.**

Directorate of Education issues the guidelines circulars regarding dissemination of the guidelines up-to school level from time to time.

## **2.9 Type of Fuel used for cooking of Mid-Day Meals –LPG, Smokeless Chulha, Fire wood etc.**

### **2.9.1 Number of schools using LPG for cooking MDM**

In Delhi MDM is outsourced through NGOs/Service Provider from their semi automated kitchens and as per agreement signed with Service Providers/NGOs by Directorate of Education all Service providers are required to use LPG/PNG for cooking the Mid Day Meal. Safety is accorded highest priority and during inspections the use of LPG/PNG are ensured.

### **2.9.2 Steps taken by State to provide LP Gas fuel in MDM in all schools.**

As above

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

## 2.10 Kitchen-cum-stores.

### 2.10.1 Procedure for construction of kitchen-cum-store,

In Delhi Service Providers are empanelled on the basis of proper construction of kitchen and infrastructure.

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

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

2.10.4 Kitchen cum stores constructed through convergence, if any  
NA

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

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

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

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.  
NA

## 2.11 Kitchen Devices

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

In Delhi Service Providers are empanelled on the basis of proper construction of kitchen and infrastructure.

2.11.2 Status of procurement of kitchen devices  
NA

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

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

The funds given to schools from MME fund for purchase of eating plates, and soap, mats, stationery, etc.

#### 2.12 Measures taken to rectify

- 2.12.1 Inter-district low and uneven utilization of foodgrains and cooking cost
- 2.12.2 Intra-district mismatch in utilization of foodgrains and cooking cost.
- 2.12.3 Mismatch of data reported through various sources (QPR, AWP&B, MIS etc)  
NA

#### 2.13 Quality of food

##### 2.13.1 System of Tasting of food by teachers/community. Maintenance of tasting register at school level.

Every school has School Mid Day Meal Committee (SMDMC) consisting of Head of School, Teacher In-Charge of MDM, Teacher member, SMC members and parents. The SMDMC is fully responsible for monitoring the distribution of Mid Day Meal on daily basis. The Committee de-seals the all containers in its presence to ensure that only fresh, clean, and hygienic and ready to eat food is served to the children. The SMDMC also taste the meal before it is served to the children.

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

Directorate of Education vide letter dated 22/04/2016 has circulated wherein it has been stated that in addition to the mandatory testing by one teacher, at least one parent and preferably two who may or may not be SMC members should be present during serving of the meal to students so that they can taste the food as well as certify the number of children who per take of MDM. For this purpose, a roster of such parents be drawn up in advance on a monthly basis and a register to record their observations be also maintained at the school. (Annexure-VI)

##### 2.13.3 Testing of food sample by any recognized labs for prescribed nutrients and presence of contaminants such as microbe'se-coli. Mechanism to check the temperature of the cooked MDM.

In Delhi samples of Mid Day Meal are being tested by NABL Accredited Laboratory i.e. FICCI Research and Analysis Centre for ensuring no contamination.

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

Since, February, 2016 Directorate of Education has engaged M/s FICCI Research and Analysis Center for testing the Mid Day Meal.

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

Every month, one sample from kitchen, three samples from schools of each Service Provider and one sample of the food grain at the time of lifting from FCI randomly to ensure quality and hygienic condition of meal.

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

From April 2017 to March 2018, 1124 samples were lifted and tested and the reports reveal that meal is fit for human consumption.

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

Regular inspections of the kitchen of the Service Providers are carried out by officers of the implementing agencies. Guidelines are issued from time to time to ensure the children are provided fresh and hygienic food. The food samples are also tested by NABL accredited laboratory to ensure no contamination.

### **2.14 Involvement of NGOs / Trusts.**

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

In Delhi, Mid Day Meal is outsourced through empanelled Service Providers/NGOs/Trusts from their own semi automated centralized kitchens. While empanelling the Service Providers for supplying the meal, all modalities and guidelines issued by the Ministry of HRD from time to time are strictly followed by the Service Providers.

#### **2.14.2 Whether NGOs/ Trusts are serving meal in rural areas**

In whole of Delhi, Mid Day Meal is being served through NGOs/Trusts/Service Providers.

#### **2.14.3 Maximum distance and time taken for delivery of food from centralized kitchen to schools**

Maximum distance between kitchen of the Service Provider and the school where meal is cooked is transported is within radius of 15-20KM.

#### **2.14.4 Measures taken to ensure delivery of hot cooked meals to schools**

The hot cooked meal in the kitchen are sealed in food container and transported to concerned schools for serving the children within ½ to 1 hour in most of the cases.

#### **2.14.5 Responsibility of receiving cooked meals at the schools from the centralized kitchen,**

School Mid Day Meal Committee performs the responsibility of receiving hot and hygienic cooked meals at the school from the kitchen.

#### **2.14.6 Whether sealed/insulated containers are used for supply of meals to schools,**

Yes, containers are sealed at the kitchen and transported to the school where these containers are de-sealed before serving to the children.

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

Mid Day Meal is delivered in all the schools by the Service Providers ½ to 1 hour in most of the cases.

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

Weighing machines are available at all Kitchens of all Service Providers/NGOs.

**2.14.9 Testing of food samples at centralized kitchens.**

Every month 1 sample from the kitchen of each Service Provider is lifted and tested.

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

NO

**2.15 Systems to ensure transparency and accountability 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**

Logo of Mid Day Meal is displayed at prominent place in all the schools and kitchen of the Service Providers and name of the Service Provider along with kitchen address and telephone number and day wise Mid Day Meal menu are also displayed at a prominent visible place in each school.

**2.15.2 Dissemination of information through MDM website**

Circulars, orders, Do's and Don'ts and other precautions/guidelines are issued guidelines for maintaining hygienic conditions, cleanliness etc to officers of the implementing agencies and to the Service Providers for compliance.

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

Every school has School Mid Day Meal Committee (SMDMC) consisting of Head of School, Teacher In-Charge of MDM, Teacher member, SMC members and parents. The SMDMC is fully responsible for monitoring the distribution of Mid Day Meal on daily basis.

**2.15.4 Tasting of meals by community members,**

Mid Day Meal Committee de-seals the containers received from kitchen and tastes the meal before distribution of Mid Day Meal amongst the children.

**2.15.5 Conducting Social Audit**

Directorate of Education vide letter dated 22/04/2016 has circulated wherein it has been stated that in addition to the mandatory testing by one teacher, at least one parent and preferably two who may or may not be SMC members should be present during serving of the meal to students so that they can taste the food as well as certify the number of children who partake of MDM. For this purpose, a roster of such parents be drawn up in advance on a monthly basis and a register to record their observations be also maintained at the school.

## 2.16 Capacity building and training for different stakeholders

- 2.16.1 Details of the training programme conducted for State level officials, SMC members, school teachers and others stakeholders
- 2.16.2 Details about Modules used for training, Master Trainers, Venues etc.
- 2.16.3 Targets for the next year.  
Efforts shall be made to organize Workshop/training for the staff/officers involved in implementation of MDM Scheme.

## 2.17 Management Information System at School, Block, District and State level and its details.

- 2.17.1 Procedure followed for data entry into MDM-MIS Web portal  
Annual and Monthly data of Mid Day Meal are entered into MDM-MIS web portal at school level and district level at the end of the each month.

- 2.17.2 Level (State/ District/ Block/ School) at which data entry is made  
In Delhi, MDM data are entered at school level of all the implementing agencies.

- 2.17.3 Availability of manpower for web based MIS  
One data entry operator (DEO) in each school and three data entry operators at Head Quarter Level are engaged for entering data in web based portal.

- 2.17.4 Mechanism for ensuring timely data entry and quality of data  
DDE(Districts) and DDE(Zones) are responsible for ensuring that the MDM data are entered timely by all the schools under their respective jurisdiction.

- 2.17.5 Whether MIS data is being used for monitoring purpose and details thereof.  
Yes, MIS data is being used for the monitoring the entire monitoring of MDM Scheme of all the implementing agencies for release of funds etc.

## 2.18 Automated Monitoring System (AMS) at School, Block, District and State level and its details.

- 2.18.1 Status of implementation of AMS
- 2.18.2 Mode of collection of data under AMS (SMS/IVRS/Mobile App/Web enabled)
- 2.18.3 Tentative unit cost for collection of data.
- 2.18.4 Mechanism for ensuring timely submission of information by schools
- 2.18.5 Whether the information under AMS is got validated.
- 2.18.6 Whether AMS data is being used for monitoring purpose and details thereof.
- 2.18.7 In case, AMS has not been rolled out, the reasons therefor may be indicated along with the
- 2.18.8 time lines by which it would be rolled out.

More than 90% schools of Directorate of Education and NDMC have already started pushing the MDM data in the Central Server of MHRD on daily basis. However, the other implementing agencies i.e. South DMC, East DMC, North DMC & DCB have not updated

their MDM data on the portal of MHRD. The Chief Secretary in the meeting of State Level Steering cum Monitoring Committee has directed the all implementing agencies to complete the updating of MDM data on the Central Server of MHRD within one month. The officers of these agencies have assured the Chief Secretary that they will do the same within the stipulated time.

## 2.19 Details of Evaluation studies conducted by State/UT and summary of its findings.

NA

## 2.20 Write up on best/ innovative practices followed in the State along with some high resolution photographs of these best / innovative practices.

1. Four Samples of cooked meal per month are collected by M/s FICCI Research and Analysis Centre of each NGO/Service Provider for testing the food for its hygiene and nutritive values from the schools and the kitchens from Accredited Laboratory. One sample of raw food grain is also collected at the time of lifting of food grain for testing.
2. Three wheat based and three rice based menu are provided alternately to the students in a week. There is no discrimination among the students on the basis of cast and creed. Mid Day Meal is served to the students at the same time and at the same place to all boys/girls in a school.
3. M/s Mother Dairy is daily providing milk to students of 06 schools of Directorate of Education in Delhi on pilot basis.
4. For improvement of nutrition content of MDM, proposal has been submitted for providing of bananas and eggs as additional items in Directorate of Education Schools.
5. A proposal has also been submitted for providing MDM to girls students of class IX to XII under Directorate of Education.

## 2.21 Untoward incidents

- 2.21.1 Instances of unhygienic food served, children falling ill  
Nil
- 2.21.2 Sub-standard supplies,
- 2.21.3 Diversion/ misuse of resources,
- 2.21.4 Social discrimination
- 2.21.5 Action taken and safety measures adopted to avoid recurrence of such incidents. Whether Emergency Plan exists to tackle any untoward incident.

Directorate of Education has created Emergency Response Mechanism for safety and security of students vide circular No.DE23(364)/Sch.Br./272 dated 03.03.2015.

## 2.22 Status of Rastriya Bal Swasthya Karyakram.

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

School health programme is run in the schools of Delhi with the help of Directorate of Health Services of GNCT of Delhi under the School Health Scheme. Under this programme health check up of the students is done in the schools and micro nutrients, de-worming tablets, iron, folic acid and zinc tablets are distributed to the students, if required. Their height and weight are also recorded under this programme. The details given in the prescribed Performa (AT-17) in Annual Work Plan & Budget is enclosed (Annexure - VI).

2.23 Present monitoring structure at various levels. Strategy for establishment of monitoring cell at various levels viz. Block, District and State level for effective monitoring of the scheme.

Committees have already been constituted at different levels viz school, Zonal, District and State level for intense and effective monitoring of the scheme. Circular has also been issued reiterating all the instructions regarding monitoring of the mid day meal on 23.01.2012. Further, necessary directions are also issued from time to time.

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,

State Level Steering cum Monitoring Committee meeting was held under the Chief Secretary Delhi on 03/03/2017.

2.24.2 Action taken on the decisions taken during these meetings.  
AWP&B 2017-18 was approved by PAB of MHRD.

2.25 Frequency of meeting of District Level Committee held under the chairmanship of senior most MP of the District to monitor the scheme. Gist of the issues discussed and action taken thereon.

Directorate of Education has not been receiving any update regarding this.

2.26 Arrangement for official inspections to MDM centers/schools and percentage of schools inspected and summary of findings and remedial measures taken.

Regular inspections of the kitchen and the schools where Mid Day Meal is served to the children are conducted by DDE(Zone) and DDE(Districts).

2.27 Details of the Contingency Plan to avoid any untoward incident. Printing of important phone numbers (eg. Primary health center, Hospital, Fire brigade etc) on the walls of school building.

Directorate of Education vide letter dated 03/03/2015 has created emergency response mechanism in schools in order to deal effectively with emergent situations like natural disasters (such as earthquake, fire, violence, falls, stampedes, terror attacks, suicide attempts, children falling sick due to stale/contaminated Mid Day Meal). (annexure-VII).

2.28 Grievance Redressal Mechanism

2.28.1 Details regarding Grievance Redressal at all levels,

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

2.28.3 Time schedule for disposal of complaints,

2.28.4 Details of action taken on the complaints.

Public Grievance registration and redressal mechanism has been developed at school and district level in the State. Necessary instructions for general public and officers of districts and schools were issued Vide order No DE (23)/484/MDM/2010-11/635-646 dated 13/09/2010 and DE (23)/484/MDM/2010-11/624-634 dated 13/09/2010. Under this mechanism complaints/ suggestions/ grievances by general public and parents of the students are lodged and registered in the schools and districts and same are redressed adequately. In addition to above Directorate of Education vide letter No.F23(14)/RTE/2012-13/962- 965 dated 25/04/2014 has ordered to constitute a Grievances Redressal Committee in each District of Education under Sec-32 of the right of children to free and compulsory Act (RTEA) 2009.



**2.29 Details regarding Awareness Generation & Information, Education and Communication (IEC) activities and Media campaign, carried out at State/district/block/school level.**

The Heads of Schools emanate the information to parents regarding MDM being provided by Govt. to School children for primary and upper primary schools.

**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 weaknesses of the programme implementation.**

The overall assessment of the implementation of MDM programme in Delhi is that 60-65% students take the benefit of MDM.

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

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

There is no contribution by community in the form of Tithi Bhojan in Delhi.

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

MDM Rules, 2015 and the guidelines of Ministry of HRD has been circulated vide dated 02/12/2016.

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

NA.

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

NA

**2.36 Any other issues and Suggestions.**

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