



National Programme  
of  
Mid Day Meal in Schools  
(MDMS)

Annual Work Plan & Budget

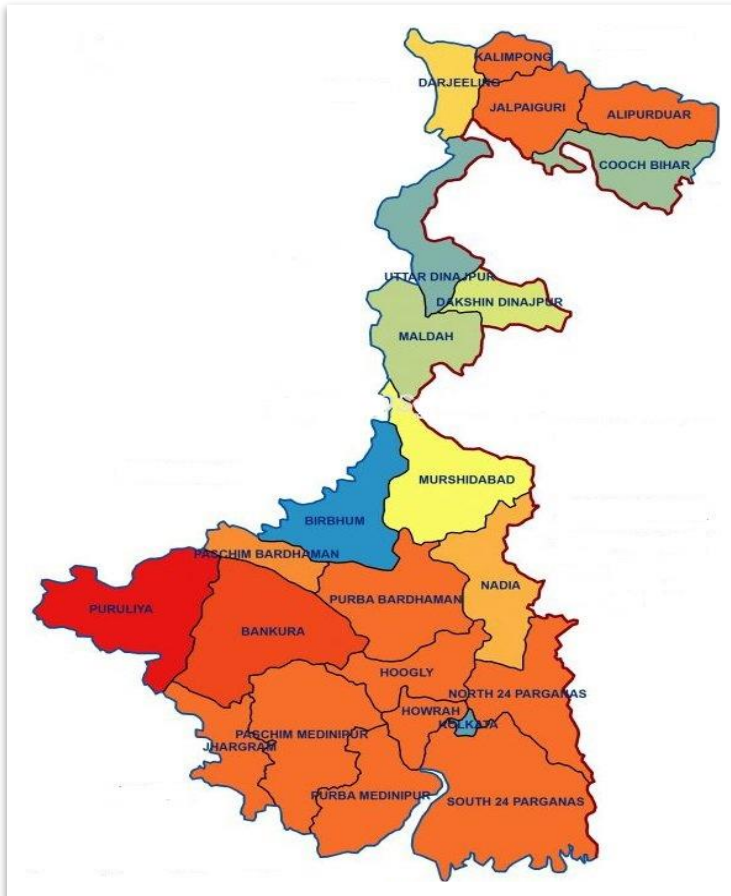
2020-21

Name of the State:- **West Bengal**

**MidDayMeal Programme**  
**AnnualWorkPlanand Budget2020-21**  
*(Please donot change serial numbersbelow)*

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1. Introduction:



West Bengal is a unique State, the western part of erstwhile Suba Bengal. It was the worst affected state due to partition & faced challenges with large scale influx of refugees from the then East Pakistan. It is the densely populated state (1029 population per square K.M., as per 2011 Census). It has all the variety of geographical features- the high mountains, deep forests & tea-gardens in the north, the largest Delta, Sundarbans with mangroves, the sand-dunes of Medinipur facing the Bay of Bengal in the south, desert-like Bankura & Purulia & Jungle Mahal with deep forests in the West, the alluvial riverine plains in the east. The people from different backgrounds of groups, caste, creed & religions, languages, food-habits, with diverse culture has made it a confluence of humanity. Indeed, West Bengal is India in miniature with composite culture & rich heritage.

## 1.1 Brief history

The Annual Work Plan & Budget (AWP&B) of 2020-21 on Mid-day Meal may be considered as advanced programme of works and activities proposed to be taken up with fund and food grains to be involved in the implementation of MDMS. Preparation of AWP&B for each year at our end stands urgent and imperative, as Ministry of Human Resource Development (MHRD), Govt. of India approves the same and allots fund and food grains thereafter in the interest of smooth and uninterrupted functioning of MDMS in West Bengal.

The study AWP&B may be meaningful, if the ongoing position of the MDMS in West Bengal is explained in brief.

The same is accordingly placed below:-

The MDMS was launched on 15th August, 1995 with a view to enhance enrolment, retention, attendance, reducing dropouts and simultaneously improving nutritional levels among primary children in class I to V. Initially the students were served uncooked food and that did not help the scheme achieving the objective. Consequently, Cooked Mid-day Meal Programme was introduced in West Bengal in January, 2003 and is being implemented in all eligible schools satisfactorily. The programme has covered cent percent primary schools with 6804546 students of 67131 primary schools and 4137922 students of 16814 Upper Primary and STC schools.

**Demographic background:-**With a population of 91 million in 2011(provisional), West Bengal is the fourth largest populous State in eastern India. With a density of 1029 population per square K.M., as per 2011 Census (provisional), West Bengal is one of the most densely populated States in the country. About 68.11% of the state's population lives in rural areas and the rest 31.89% in urban areas. The percentages of Scheduled Caste and Schedule Tribe population are 23.02% and 5.50% respectively. Among the minorities, the Muslims are the dominant section in West Bengal. These three categories namely SC, ST & Minority accounting together stand to more than half of the population of rural Bengal. The Mid-day Meal Scheme has now been extended to all the areas from Hills to Jungle-Mahals with a view to promoting education and camaraderie amongst the children, irrespective of caste and creed barrier, with nutritional food support to them. The present status of coverage of schools with enrolment under MDM has already been stated above.

**Challenges faced and to be faced:-**Population pressure puts stress on basic infrastructural needs as well as on the provisions of health and education services. The higher population density obviously affects per capita resource allocation. Due to active interventions in all these fields, birth and death rates have dwindled more rapidly in West Bengal than in India as a whole. During the period 2001-2011, the decline in birth rate is 13.93% against that (17.77%) of the period 1991-2001. Again, the decline in death rate has been decreased substantially. Infant mortality has also declined at a rate that is marginally higher than that of all India average. Sex ratio for women in West Bengal is historically worse than that of national average but the situation has improved recently and it is now just above the national average. Sex ratio for the age group 0-6 years was 963 girls against 1000 boys in 2001, whereas the all India average was 927. In comparison with the

all India average this sex ratio in this state is also higher in case of age groups 0-6 years, which is a very positive sign. Life expectancy in West Bengal is 67 while the national average is 63.50.

**Literacy rate:-** The literacy rate in West Bengal has always been higher than the allIndia average. Till the last decade, the progress in literacy, especially in case of female literacy, was relatively slow in the state. To achieve the goal of “Education for All”, the State Govt. has undertaken wholehearted efforts through various special schemes such as “Total Literacy Campaign”, “Non-formal Education” etc. resulting in an increase of the literacy rate from 69.2% in 2001 to 77.08% in 2011 in the state. Similarly, rural literacy rate (72.97%) is predictably lower than those in the urban areas (85.54%). It has improved rapidly in the recent past. The female literacy in West Bengal is 70.54% and the male literacy is 81.69%.

## 1.2 Management structure

The School Education Department, Govt. of West Bengal is the apex body for implementation of this scheme in the state. The State Level office of CMDMP under its administrative control is managed by following officials:-

i)	Project Director	-	Officer of Jt. Secretary Rank
ii)	Administrative Officer	-	On contract
iii)	Dy. Director(Civil)	-	On contract
iv)	Dy. Director(Food)	-	On contract
v)	Officer on Special Duties	-	On contract
vi)	Accounts Officer	-	(In-service Officer)
vii)	MIS Coordinator	-	(In-service)
viii)	Accountant (one)	-	On contract
ix)	Head Assistant (one)	-	On contract
x)	UDC (2 no's)	-	On contract
xi)	Data entry Operator (5 no's)	-	On contract
xii)	Gr.-D (one)	-	On contract

In the districts, the District Magistrate is the Nodal Officer. With the help of Sub-Divisional Officers and Block Development Officers, he administers the MDM programme.

**District Level MDM cell is managed by the following officials:-**

### A) *In-service officer and staff:-*

i)	Additional District Magistrate	- In-charge of MDM
ii)	1 Deputy Magistrate	- Officer in-charge of MDM cell
iii)	1 Accounts Officer	
iv)	1 Dealing Assistant	
v)	1 MIS Coordinator	

***B) Contractual Staff:-***

- vi) 1 Accountant/Accounts knowing Person
- vii) 1 Data Entry Operator/Computer Assistant

**Block Level MDM cell is managed by the following officials:-**

***A) In-service officer and staff:-***

- i) 1 Assistant Inspector of School/Extension Level Officer of the Block

***B) Contractual Staff:-***

- ii) 1 Supervisor
- iii) 1 Assistant Accountant (Accountant or Accounts knowing person)
- iv) 1 Data Entry Operator

**Municipal Corporation Level:-**

***A) In-service officer and staff:-***

- I) Joint Commissioner of the corporation (In- charge) – In service officer

***B) Contractual Staff:-***

- i) 1 MDM Coordinator
- ii) 1 Data Entry Operator

**Municipality Level:-**

***A) In-service officer and staff:-***

- i) Executive Officer of the Municipality - (In- charge)

***B) Contractual Staff:-***

- i) Assistant Accountant
- ii) Data Entry Operator

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

**Collection of data and compilation thereof:-**

**A) School Level:-**The data is generated at the school level and collected at the Block level.

**B) Block Level:-**Necessary data received from the schools, are checked and compiled at the Block level and thereafter sent to the District/ Sub-division Level.

C) **District Level**:-On receipt of data from the Blocks, Districts wise requirement on different heads i.e. district Annual Plans is prepared at the District level/ Sub-division/GTA and sent to the state level.

D) **State Level**:-On receipt of the district Annual Plans from the districts, GTA and Siliguri Sub-division, those are checked with the QPRs and Off-take reports as submitted by them. After completion of that exercise, required data is compiled and the Annual Work Plan & Budget is finalized considering the demographic status, needs and requirement of West Bengal.

2. Description and assessment of the programme implemented in the current year (2019-20) and proposal for next year (2020-21) with reference to:

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

Wholesome Mid-day Meal is served regularly on every school day. If there is any occasion i.e. cultural, social or sports involving the students in the school premises, the school authorities have been suitably advised to ensure functioning of MDM in the school in a peaceful ambience. Special care has been taken to ensure service of wholesome meal to the students. Stress has been given on inclusion of seasonal vegetables and other items which contain proper level of nutrients, protein etc. in the cooked MDM. The scheme was/is run undisrupted/ uninterrupted. The same may be kept on hold under some unavoidable circumstances, if there is any local festival, invitation etc.

Special attention has been given on cleanliness and hygienic environment in the kitchens as well as school premises. Cook-cum-helpers, mostly women, belonging particularly to SHGs have been trained for proper cooking in hygienic way. To increase the capacity and skill of the Cook-cum-helpers, regular training, in a phased manner, is being imparted to them. Necessary instruction has been issued to provide egg at least once in a week to the students. Some districts like Kolkata etc. are providing egg twice in a week. School authorities have been using AGMARK cooking oil and branded packaged condiments. They have also been requested to switch over to gas based cooking in the school premises to avoid loss of time and smoky atmosphere which is likely to create health hazard to all concerned in the school. Already LPG has been introduced/used in 83810 schools. In a word, healthy and wholesome MDM are being provided to the students regularly.

No case of interruption of the programme is reported to this end from any corner till date during the current financial year.

To avoid interruption in future, buffer stock of food grains, advance cooking cost and honorarium of the cook cum helpers, for at least one month, are maintained at the school level.

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

The food grains, oil, condiments and other essentials are kept in a clean, damp free sanitized place. According to requirement for the day, all those materials are given to the cook cum helpers either in presence of the head of the institution or teacher-in-charge or any assigned Assistant Teacher. All the materials of food are washed/cleaned properly and are cooked in properly washed utensils in the clean kitchen in a hygienic way. The cooks maintain cleanliness, personal health and hygiene -wash their hands with soap before starting their work and wear apron, headgear/scarf etc. during cooking and serving. After preparation of the meal, the same is tasted by them, teacher and if possible by at least one guardian of the students. The teachers ensure washing of hands of the students before and after the meal. Supervision is done by different persons at different levels and time. The head of the institution or teacher-in-charge or teacher representatives look(s) after the pre-cooking, cooking and serving stages in turn. The members of the SMC, the mothers and guardians also visit the school to see the MDM. The public representatives of the local bodies are also involved in the supervision. Further, supervision is done by the Inspectors of schools, MDM officials, officers of the general administration including DM in a routine manner.

To ensure the quality of MDM, four external authorities have been engaged to monitor and report. Moreover, one accredited laboratory has been engaged to collect food sample and submit report. On the basis of all these necessary instruction is given to the district authority as well as the schools to improve the quality of MDM, if required. Sample inspection as well as supervision is done by the State Level Officials including Project Director.

## 2.3 Details about weekly Menu.

### 2.3.1 Weekly Menu – Day wise

In spite of the fact that the cooking cost per children is not sufficient compared to the present market value, the authority has prepared a general menu chart for the schools, considering all the parameters of the desired nutrition level to be provided to the children. Sample of menu chart is given hereunder:-

Day	Suggestive menu
Monday	Rice + Dal + Soyabean Curry
Tuesday	Khichadi with leafy vegetables
Wednesday	Rice + Egg curry
Thursday	Rice + Soyabean curry +Dal
Friday	Rice + Dal +Mixed vegetables
Saturday	Rice + Egg curry + Mixed vegetables

- 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.

In Kolkata, two eggs are served in a week. Meat, fish or any kind of fruits are served to the MDM takers in some districts like Murshidabad, North 24 Parganas and Nadia. The head of the institution and the local people, sometimes, provide additional food items.

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

Double Fortified Salt could not be introduced throughout the state due to lack of availability and higher cost. However, branded iodized salt is used. AGMARK packaged oil and condiments are being used in preparation of MDM.

- 2.3.4 At what level menu is being decided / fixed,

Instruction regarding sample menu has been given in the guidelines. Generally, weekly menu is prepared by the local authorities, namely, the Headmaster/Headmistress/Teacher-in-charge/SHGs following the norms set in the guidelines on the availability of the food materials locally.

- 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

There is variation in the menu depending on the geographical location, availability of vegetables etc. as well as food habit of the locality maintaining desired nutritional value as set forth in the guidelines. Popular, local fresh vegetable is used in preparation of Mid-day Meals to cater to the local food habit.

- 2.3.6 Time of serving meal.

In case of morning session schools, meals are generally served after completion of school activities. However, in some schools meals are served during the recess period. In case of day session school, meals are served in the afternoon during recess (i.e. 1.00pm to 1.30 pm).



## 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 getting the allotment from the MHRD, Govt. of India along with state share through the Finance Deptt., West Bengal, bills against the allotment is submitted to the Pay & Accounts. The fund is credited to the State MDM A/c. The State office releases the fund to the districts through RTGS. Similarly, the districts release funds to the Blocks and Blocks send the fund to the schools through RTGS.

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

MDM fund is drawn from the Kolkata Pay & Accounts and is deposited to MDMS Savings Bank A/c. Cooking Cost and Honorarium to the cooks are directly sent to the MDMS Savings Bank A/c of Blocks, Municipalities and Municipal Corporations through RTGS/ Core Banking System. Thereafter, the fund is utilized by transferring the amount to the Bank A/c's of the individual Cook/SHG/VEC/MC/School MDM A/c's through Core Banking System.

Cost of rice, transportation cost and MME funds are sent to the MDMS Savings Bank A/c's of the districts through core banking system. The districts, in turn, releases the fund to Blocks, Municipality and Municipal Corporation through Core Banking System.

Non-recurring fund like fund for construction of kitchen-cum-store, dining hall etc. purchase of kitchen devices, plates and glasses etc. is also directly sent to the MDMS bank A/c of district only. Thereafter, the districts sub-allot these funds to lower levels as per requirement.

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

in lakh

State / UT:		(For the Period 01.04.2019 to 31.03.2020)																			
S.No.	Instalment / Component	Amount (Rs. in lakhs)			Date of receiving of funds by the State / UT	Status of Releasing of Funds by the State / UT								Date on which Block / Gram Panchyat / School / Cooking Agency received funds							
		Gen	SC	ST		Directorate / Authority			Date	District*			Date	Block*			Date	Gram Panchyat / School*			
						Amount				Amount				Amount				Amount			
		Gen	SC	ST		Gen	SC	ST	Gen	SC	ST	Gen	SC	ST	Gen	SC	ST	Gen	SC	ST	Date
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
<b>(A) Recurring Assistance</b>																					
1	Adhoc Grant (25%)	14708.10	5992.43	1584.46	29.04.2019	14708.10	5992.43	1584.46	17.07.19	14708.10	5992.43	1584.46	29.07.19	14708.10	5992.43	1584.46	12.08.19	14708.10	5992.43	1584.46	20.08.19
2	Balance of 1st Instalment	25933.69	10566.01	2793.77	05.09.2019	25933.69	10566.01	2793.77	17.10.19	25933.69	10566.01	2793.77	24.10.19	25933.69	10566.01	2793.77	05.11.19	25933.69	10566.01	2793.77	13.11.19
3	2nd Instalment	29271.56	11925.94	3153.35	12.12.2019	29271.56	11925.94	3153.35	21.01.20	29271.56	11925.94	3153.35	03.02.20	29271.56	11925.94	3153.35	15.02.20	29271.56	11925.94	3153.35	21.02.20
<b>(B) Non-Recurring Assistance</b>																					
4	Kitchen-cum-store - New	311.41	126.87	33.55	06.11.2019	311.41	126.87	33.55	05.02.20	311.41	126.87	33.55	17.02.20	311.41	126.87	33.55	-	311.41	126.87	33.55	-
5	Kitchen Devices - Replacement	0.00	0.00	0.00	-	0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00	
6	Repair of Kitchen-cum-stores	463.00	188.64	49.88	23.03.2020	0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00	

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

The question of delay does not arise. Because the state Govt. has introduced CBS for fund transfer to lower levels i.e. Districts, Blocks, Schools etc. since February, 2013 to avoid delay in release of MDM fund. Cooking cost and Honorarium are sent directly to MDM A/cs. of Blocks for remitting fund directly to the A/cs of Schools/SHGs & individual Cook cum helpers. Funds for other components are directly sent to the District MDM A/c.

Fund for MME, cost of rice and transportation is directly transferred to the MDM A/c of District Nodal Officers. From districts, the fund is sent to the Blocks, Municipalities and Municipal Corporations through CBS. So there is a little scope of delay in the process of release of MDM funds to the implementing levels.

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

-The point is not applicable as there was no delay in release funds.

2.4.6 Initiatives taken by the State for pre-positioning of funds with the implementing agencies in the beginning of the year, like creation of corpus funds, adoption of green channel scheme, advance release of State share etc.

-Release of fund to the concerned authority at different levels is done in advance through CBS.

## 2.5 Food grains management

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

Food grains are allotted quarterly i.e. April-June-1st qtr., July-Sept.-2nd qtr. Oct.- Dec-3rd qtr., Jan-Mar.-4th qtr. Normally the timelines for lifting has been tentatively scheduled on or before 25<sup>th</sup> of the last month of the previous qtr. The timelines is not maintained when the foodgrains are not available at FCI depot. The lifting calendar is given and modified from time to time by the FCI depending on the availability of foodgrains and their other duties.

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

Success of MDM programme depends largely on availability of good quality of food grains/rice. Quality of rice is an important factor to be reckoned with. Steps noted below, are taken to ensure lifting of good quality rice from FCI depot and transportation of the same to the schools:-

- i) Allotment of rice is immediately made to all Nodal Officers on receipt of the same from the Govt. of India well ahead of the material quarter.
- ii) The Nodal Officers, on receipt of the allocation from this end, make sub-allotment to the blocks for schools.
- iii) The Nodal Officers arrange identification of stack of good quality of rice at FCI depot and obtain representative sample prior to lifting.
- iv) Lifting of rice is made from the said identified stack as per sample of rice with signatures of Quality Control Officers of FCI and Officers of the State Govt.

Sealed sample of rice is obtained at the time of lifting rice from FCI depot and the same is kept at the end of Lifters, Nodal Officers, DCF&S, Block and Dealers to meet any problem, if crops up at the subsequent stage relating to quality and quantity.

- 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.

-There was no such incident during the last financial year.

- 2.5.4 System for transportation and distribution of food grains

MR / SR distributors / dealers appointed by Food and Supplies Department are authorized to lift and arrange supply of such lifted Stock to the school points as per advice list, chalked out by concerned BDO.

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

-Yes, the unspent balance of food grains with the schools is adjusted from the allocation of the respective implementing agencies. They are also receiving food grains at doorstep level.

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

Foodgrains are lifted by the distributors. The distributors keep the foodgrains in their godowns before reaching them to schools. In schools generally bags containing rice are kept on the wooden planks. These are covered with polythene sheet. Some districts are using large bins for keeping rice. As all the kitchen sheds do not have store room, food grains are being kept at any available room of the schools.

2.5.7 System of fortification of foodgrains and their costing and logistics arrangement.

- There is no such mechanism in the State.

2.5.8 Challenges faced and plan to overcome them.

- There is no such issue.

## 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.

Fund for cost of food grains is released in advance from the state H.Q. After supply of food grains, FCI submits bills to the concerned district authority. The district authority pays against the bill.

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

- There is no such pending bill of the previous year.

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

- Not applicable. As there is no pending bill of the previous year.

2.6.4 Whether meetings are held regularly in the last week of the month by the District Nodal Officers with FCI as per guidelines dated 10.02.2010 to resolve the issues relating to lifting, quality of food grains and payment of bills.

-Meetings are held by the district Nodal Officers with the FCI but not regularly.

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.

- Yes, but not regularly.

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

Reconciliation of payment made to FCI is done in every quarter. Concerned officers entrusted with this job, frequently visit the office of the General Manager, FCI and collect information regarding due to be paid, if any. Accordingly the District Magistrates and Nodal Officers are requested to look into the matter personally, if required. Moreover, joint meetings with the FCI H.Q. and district officials are held to review and sort out problem, if any.

2.6.7 Relevant issues regarding payment to FCI.

Generally payment is made to the FCI within 10 days after receiving the bills submitted by the different district officials of FCI.

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.

Sometimes payments are delayed due to late submission of bills by the FCI. FCI is requested to submit bills as early as possible after lifting so that there may be no delay in payment.

## 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.

In West Bengal, norms prescribed by the MHRD for the engagement of cook-cum-helpers are followed.

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

- Not applicable.

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.

The number of CCHs is short of the sanctioned strength as per norms. Actually, lesser number of CCHs have been engaged.

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

The honorarium to CCHs is transferred to the bank A/c. of the individual CCH or of the SHGs.

2.7.5 Whether the CCH were paid on monthly basis.

- Yes.

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.

- Not applicable.

2.7.7 Rate of honorarium to cook-cum-helpers,

Rate of Honorarium to Cook-cum-helpers – Rs. 1500/- per month per cook-cum-helper for 10 months. (Central Assistance: Rs. 600/- + State Assistance: Rs. 900/- (Rs. 400 + Rs. 500 Additional).

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

In West Bengal 230227 cook-cum-helpers have their bank accounts.

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

230227 Cook-cum-helpers are receiving honorarium through their bank accounts.

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

There is no specific provision for checking the health of CCHs separately. The health check up of the CCH is done along with the students.

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

- Yes, in most of the schools.

#### 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,

At the school level, the CCHs or SHGs are engaged by the school authority. There is no centralized kitchen in the state. In Kolkata there are some cluster kitchens run by the NGOs/SHGs.

#### 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.

- Training modules have been prepared on the basis of Govt. guidelines. The expert teams are engaged to impart training to the master trainers.

#### 2.7.14 Whether any steps have been taken to enroll cook-cum-helpers under any social security schemes i.e. Pradhan Mantri Jan Dhan Yojana, Pradhan Mantri Suraksha Bima Yojana, Pradhan Mantri Jeevan Jyoti Bima Yojana etc. and number of cooks benefitted through the same.

- All cook-cum-helpers have been covered under social security scheme namely “Swasthaya Sathi” introduced by the State Govt.



## 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.

Cooking ingredients like pulses, vegetables including leafy ones, salt, condiments, oil and fuel etc. are purchased locally by the school authority or members of Self Help Groups/others. Salt, condiments and other ingredients are purchased in sealed packaged condition. AGMARK cooking oil is used for cooking MDM.

2.8.2 Whether pulses are being procured from NAFED or otherwise.

- Pulses are being procured at the local level.

2.8.3 Whether 'First-in:First-out'(FIFO)method has been adopted for using MDM ingredients such as pulses, oil/fats. Condiments salt etc. or not.

Yes, this method is being followed by the implementing authorities

2.8.4 Arrangements for safe storage of ingredients and condiments in kitchens.

Generally, ingredients and condiments are kept in a separate damp free room, if available, or in the office room of the head of the institution.

2.8.5 Steps taken to ensure implementation of guidelines dated 13.02.2015 on food safety and hygiene in school level kitchens under Mid-Day Meal Scheme.

The said guidelines have been forwarded to the schools through the district authority with a request to follow the same. Visits are made to ensure the same.

2.8.6 Information regarding dissemination of the guidelines up-to school level.

- The school authorities are maintaining the same.

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

Schools in rural areas where LPG is not available are using firewood and smokeless chulla for cooking MDM. Schools in rural areas are switching to LPG, if available. But in case of urban areas LPG is being used in majority of the schools for cooking purpose.

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

83810 schools are using LPG which is 99% of total covered schools.

**2.9.2 Steps taken by State to provide LPG as fuel in MDM in all schools.**

Almost 99% schools have been covered under LPG, remaining will also be covered during 2020-21.

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

Utmost initiative is being taken to cover cent percent schools under LPG. It is expected by the next financial year LPG would be provided in all schools.

**2.10 Kitchen-cum-stores.**

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

In the matter of getting kitchen sheds constructed, the following procedures are followed in this State:-

After receipt of fund from the Government of India under the Mid-Day-Meal scheme for the purpose of construction of kitchen sheds, the same is sub allotted to the districts.

The districts, in their turn, sub allot/release the fund to the concerned Village Education Committees through the Sub Inspectors of schools in case of primary school and to the Managing Committee of schools in case of upper primary school after dovetailing this fund with other available funds of various Development Programmes, such as NREGA, BRGF, MP/MLA-LAD fund etc. so that the kitchen sheds are constructed as per need of the schools depending on the roll strength.

Finally, the village Education Committees in case of Primary Schools/Shishu Shiksha Kendras and the Managing Committees in case of Upper primary Schools and Madhyamik Shiksha Kendras, take up the responsibility of construction of the kitchen sheds.

In some places, the BDOs and Executive Officers of the Panchayat Samiti are entrusted to do the construction work through their technical staff. The Zilla Parishad Engineers or other departmental Engineers are also doing the construction work as decided by the Executive Committee of the Districts.

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

We have supplied standardized model of kitchen cum stores duly prepared by the Engineering Cell of SSM.

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

It has been advised to take up the construction of kitchen-cum-store by different Deptt.'s like PW(CB), PWD, P&RD, Housing, UDPHE, I&WD, WRIDD and MED. Besides, construction work may also be done by the SHGs (the Jr. Engineer attached under SSA will help them), VEC & MC. The Executive Officer, Panchayat Samiti with its own infrastructure may also take up the construction work.

2.10.4 Kitchen cum stores constructed through convergence, if any

In some districts MP/MLA-LAD fund have been used to construct the kitchen-cum-stores.

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

Total 81582 kitchen-cum-stores have been completed out of 81856 sanctioned units and construction work under progress in 274 units. Within next year all remaining kitchen-cum-stores will be completed.

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

-Not applicable.

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

Interest of Rs. 1.68 crore has been accrued from different MDM A/c against the central assistance.

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.

-Not applicable.

## 2.11 Kitchen Devices

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

Fund for kitchen devices is released to the districts. These are procured at the District level/Block level/school level. After every five years, replacement fund is given to the schools.

2.11.2 Status of procurement of kitchen devices

All the schools have procured kitchen devices.

2.11.3 Procurement of kitchen devices through convergence or community/CSR

Kitchen devices were not procured from corporate sector as such particularly in rural areas barring few exceptions in urban areas. The concerned Village Education Committees/Managing committees of schools contributed some fund from their ends or collect additional fund from outer sources to meet the additional requirement where the roll strength is high. Besides this, even in some cases, the Panchayat Samiti contributed from their own fund to purchase the required additional kitchen devices.

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

Arrangement to provide plates and glasses for taking MDM has already been undertaken from State Fund amounting to Rs. 93.66 crore and 10977780 units have been procured and distributed to the students.

## **2.12 Measures taken to rectify**

### **2.12.1 Inter-district low and uneven utilization of foodgrains and cooking cost**

Most of the students in rural areas take MDM while of percentage of MDM takers in urban area is low. Hence, the uneven utilization of food grains and cooking cost. Low utilization of the same is noticed in districts having greater number of urban areas. While the same is high in districts with lesser number of urban areas.

If there any low or uneven utilization of food grains and fund is detected at any level the same his is immediately brought to the notice of the district officials. The matter also is discussed elaborately at the state level meeting. Accordingly, they are instructed to look into the matter immediately and take remedial action.

### **2.12.2 Intra-district mismatch in utilization of foodgrains and cooking cost.**

Same as 2.12.1. Uneven utilization is also noticed between the schools of students from higher income group and lower income group as well as between rural and urban areas.

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

The matter was significantly discussed in the meeting with the Nodal Officers. Whenever any discrepancy is noticed steps are being taken to resolve the matter without any further delay.

## **2.13 Quality of food**

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

System of tasting cooked food by one teacher and one cook prior to serving of the same to the students in the school has already been introduced and is being maintained strictly. A register has also been maintained for recording the names of the MDM tasters including guardian/community people and quality of the food.

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

Generally, no such separate register is maintained though some schools maintain the same. They are included in the single register.

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

This year also food testing has been carried out by accredited laboratories in 40 schools of Alipurduar, Cooch Behar, Uttar Dinajpu and Dakshin Dinajpur districts.

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

One accredited laboratory has been engaged for testing MDM food. Microbiological and chemical analysis of cooked foods are being done by them.

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

Samples of cooked foods are randomly collected from schools maintaining the norms of collection by surprise visits. Those are carried to the laboratories maintaining the norms of cold chain and are tested in the laboratories both chemically and micro-biologically with the following parameters viz. energy and calories, protein, fat, carbo-hydrate, moisture and ash etc. & standard plate count, E-coli, Salmonella, S. aureus, Y&M, coliform etc.

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

120 samples of cooked food from 40 schools were collected and tested by the accredited laboratory.

108 samples of 36 schools meet the required norms.

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

The schools where the ratio of different elements was not maintained have been alerted for maintenance of the same.

## **2.14 Involvement of NGOs / Trusts / Temples / Gurudwara / Jails etc.**

- 2.14.1 Modalities for engagement of NGOs/ Trusts/ Temples / Gurudwara / Jails etc. for serving of MDM through centralized kitchen.

-NGOs are serving meal in few schools of Kolkata.

2.14.2 Whether NGOs / Trusts/ Temples / Gurudwara / Jails etc. are serving meal in rural areas

-No

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

NGOs are serving meals through cluster kitchen in urban areas covering the schools situated within 1/2 km from the cluster kitchen taking 20-30 minutes.

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

As soon as the meals are prepared, the meals are carried to the schools within covered container by means of trolley van as early as possible.

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

There is no centralized kitchen in the state. Where NGOs/SHGs are serving meals through cluster kitchen, one of the staff of them receives hot cooked meals in a sealed container.

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

-Yes

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

NGOs/SHGs running cluster kitchens are supplying cooked MDM to the schools as per instruction given by the schools within 20-30 minutes.

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

There is no centralized kitchen for supply MDM.

2.14.9 Testing of food samples at centralized kitchens.

Testing is done by the officials as well as the visiting team members at the cluster kitchens run by the NGOs/SHGs.

2.14.10 Whether NGOs / Trusts/ Temples / Gurudwara / Jails etc. is receiving grant from other organizations for the mid day meal. If so, the details thereof.

-Not applicable.

**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

To ensure accountability, transparency and openness in all aspects of the programme, the quantity of food grains received, quantity of food grains utilized, other ingredients purchased and utilized, number of children given MDM and roster of community members involved in the programme on weekly / monthly basis, menu on daily basis etc. are displayed on a board hung in a prominent visible place in all educational institutions covered under Mid-Day-Meal programme. Accounts of Mid-Day-Meal are placed in the meetings of the concerned Village Education Committees / Ward Education Committees. For dereliction of duty, if any, the responsibility is fixed up and action is taken in consonance with the existing rules.

2.15.2 Dissemination of information through MDM website

Information related to MDM is being disseminated through School Education Deptt.'s website i.e. [www.wbsed.gov.in](http://www.wbsed.gov.in). Contact details of MDM Headquarter is there for any assistance related to MDM. Important guidelines are also circulated by the website for all concerned.

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

Provision of community monitoring has been arranged. The guardians/local people have an instinctive interest in the smooth and successful implementation of the programme. For that purpose, in every rural and urban areas the VEC and Ward Committee are actively involved in community monitoring. Besides these engaged committees, govt. officials responsible for inspection of day to day running of MDMS, keep close watch on the implementation of this scheme.



2.15.4 Tasting of meals by community members,

-Yes.

2.15.5 Conducting Social Audit

2.15.5.1 Whether Social Audit has been carried out or not

For conducting Social Audit (Third party audit) of Mid-day Meal, mechanism of Panchayat and RD Deptt. has been taken up for initiating the process. Initially 100 schools per district will be covered.

2.15.5.2 If no, in 2.15.5.1, reasons thereof.

-Not applicable.

2.15.5.3 Details of action taken by the State on the findings of Social Audit.

-The process is under progress.

2.15.5.4 Impact of social audit in the schools

- Not applicable.

2.15.5.5 Action plan for Social Audit during 2020-21.

- Training module will be prepared for this purpose.

**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

Training programme of Cook-cum-helpers is place. During this year training of 17454 cook cum helpers have been completed in collaboration with the Department of Technical Education & Training to provide training under UTKARSH BANGLA.

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

- a) Training modules have been prepared on the basis of Govt. guidelines, orders etc.
- b) The expert teams on different fields are engaged to impart training to the Master Trainers. These Master Trainers are to impart training to the Cook-cum-helpers and other stakeholders.

### 2.16.3 Targets for the next year.

In the next year the more Cook-cum-helpers will be trained at different levels.

## 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

Now the Data Entry Operators are placed in each District/Block/ Municipality and Corporation level offices to do the said job.

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

The school wise annual and monthly data entry are done at Block Level and the required information that are needed for generating Annual Work Plan & Budget like requirements of kitchen shed, kitchen device, number of cook cum helpers etc. and the necessary replication are also done at respective District and State Level.

### 2.17.3 Availability of manpower for web based MIS

Each District, Block, Municipality and Municipal Corporation have been provided with Data Entry Operators on contract basis for data entry to MDM-MIS portal together with other job responsibilities, relating to MDM, as assigned to them.

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

For ensuring timely data entry and quality of data it has been decided that Block Level Asstt. Inspector of Schools / supervisors will henceforth verify and validate the information so collected from the schools before insertion into the MDM-MIS web portal in time. Responsibilities will be fixed on them for any insertion of incorrect data.

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

MIS data is being used for monitoring purpose.

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

2.18.1 Status of implementation of AMS

Automated Monitoring System has been started functioning recently, a satisfactory number of schools have started daily reporting.

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

Daily data entry from school level through SMS, Mobile Apps and Web application.

2.18.3 Tentative unit cost for collection of data.

Data collection cost is Nil (toll free number 15544) from School end and confirmation message cost is Re. 0.028 per SMS.

2.18.4 Mechanism for ensuring timely submission of information by schools

Suitable instruction to all implementing authorities has been issued for compliance. In case any school authority could not send the information for a particular day after cut off time, a reminder message to the registered mobile number is forwarded along with the concerned higher authority.

2.18.5 Whether the information under AMS is got validated.

-Yes, Master data such as school information, class wise enrolment, three teachers name, designation and mobile number is validated from the Block and District levels.

2.18.6 Whether AMS data is being used for monitoring purpose and details thereof.

-After successful completion of AMS data base, the data is used for monitoring purpose.

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

- Not applicable.

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

Evaluation studies were conducted by the Nodal Officers at the district levels.

### **Findings after evaluation studies are as follows:-**

- ❖ All the visited schools are serving of hot cooked MDM maintaining regularity.
- ❖ The students and guardians of the visited schools expressed their satisfaction about the quality and quantity.
- ❖ Children accustomed to health and hygiene in washing hands, plates/dishes before & after taking meal.
- ❖ Green leafy vegetables are used in preparation of MDM.
- ❖ Training of cook-cum-helpers found effective.
- ❖ Under privileged women particularly mothers of the students are drawn from the locality as cook-cum - helpers for MDM.
- ❖ Health check up of students, though not regular, but are being maintained.

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

- ❖ **Training of Cook cum Helpers (CCHs):-** Under UTKARSH BANGLA Programme in collaboration with Technical Education & Training Department, a pilot project for providing training to 17454 CCHs across the State have been completed successfully in the districts of GTA, South 24 Parganas, West Medinipur, Coochbehar & Jhargram.
- ❖ **State wide week long MDM Inspection Campaign:-** State wide week long MDM Inspection Campaign was performed by all the Education Supervisors / Siksha Bandhus and other staffs under MDMS starting from 24th to 31st August, 2019.

The main objectives of the campaign were to identify schools where MDM is not running and also to ensure 100% SMS submission.

After the campaign most of the schools have been inspected and all the districts were instructed to send the compiled inspection report to the State.

- ❖ **Food Testing:** Food testing has been carried out by accredited laboratories in 40 schools of Alipurduar, Cooch behar, Uttar Dinajpur and Dakshin Dinajpur.

- ❖ **MDM App:** MDM Inspection App has been developed by NIC for inspection of MDM by State & District level officers and Education Supervisors. All inspecting Officials including Education Supervisors will be instructed to download it from Google Play store and make it operationalize.
- ❖ **Rice & Potato Distribution due to COVID-19 situation:** In 1st phase 2 KG Rice and 2 KG Potato per month per child were distributed among the guardians of all students in the month of March, 2020.
 

In 2nd phase 3 KG Rice and 3 KG per month per child were distributed to the guardians of all student for the month of April & May, 2020 due to closure of school during lockdown period.

Till 25.04.2020 10868925 (96.43%) students have been provided with rice and potato.
- ❖ **LPG:** Fund for 10755 number of LPG has been released in 2019-20 (100% covered).
- ❖ **Dining Hall:** Total 8263 No. of dining halls has been constructed. Further steps have been taken for construction of more dining halls all over the State.

## 2.21 Untoward incidents

### 2.21.1 Instances of unhygienic food served, children falling ill

No instance of unhygienic food served, children failing ill reported during the period. We are always vigilant in this regard and advise all concerned not to compromise with health and hygienic aspect of Mid Day Meal Program.

### 2.21.2 Sub-standard supplies,

No substandard supply is reported during the period.

### 2.21.3 Diversion/ misuse of resources,

No report is received on the above noted matter.

### 2.21.4 Social discrimination

There is no information of social discrimination at this level.

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

Case of any untoward incident whenever reported to this end, the matters is taken with serious care without delay and after obtaining reports from the Nodal Officers end necessary remedial measures are taken.

All the institutions have been instructed to adopt proper safety measures to prevent untoward incidents.

**2.22 Status of Rastriya Bal Swasthya Karyakram.**

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

Only de-worming, iron and folic acid tablets are distributed to the concerned students under Mid-day Meal scheme. The Doctors of Govt. hospitals and medical colleges under Health Deptt. are checking up status of health of the children. Proper health care and supplementation of micro-nutrients, where necessary, are given to the students.

(During 2019-20)

De-worming medicine		Iron & Folic Acid supplementation(WIFS)	
No. of schools	No. of children covered	No. of schools	No. of children covered
67155	1655383	67155	7919380

2.22.2 Distribution of spectacles to children with refractive error,

This year spectacles distributed to 5877 students in 2944 schools.

2.22.3 Recording of height, weight etc.

There is a provision to record height, weight etc. in the schools.

2.22.4 Number of visits made by the RBSK team for the health check- up of the children(Please ensure to upload at least two photographs of the visit of the medical team in each school on MDM-MIS portal).

- This year 56244 schools were visited and 6632732 children have been covered.

**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.

Following is the monitoring structure at different levels:-

**Block Level**:- Besides BDO, one Block level supervisor on contract basis has been engaged where Assistant Inspector of Schools (AI) is not posted till now. All the officers including SI of schools at block level are entrusted to monitor the programme and report to the concerned DIs from time to time.

**District Level** :- The District Magistrate, Additional District Magistrate, in-charge, MDM and one officer in-charge in the rank of Dy. Magistrate are at the helm of the district monitoring cell. The District Inspectors of schools of both primary and secondary are also engaged in the MDM monitoring system. They all are required to visit a certain number of schools every month and submit their monitoring report in prescribed format to the Secretary, SED, with a copy to the DM concerned. Each level discusses the monitoring results in their respective Steering-cum-monitoring committee meeting regularly and the feedback is sent to the next higher level.

**State Level**:-

At the state level, three bodies are there for monitoring and effective implementation of the programme. The Project Director and the two officers regularly monitor the MDM and submit monitoring report to the Principal Secretary of School Education Department. Officers of the rank of Jt. Secretary and Spl. Secretary are also engaged in monitoring. The District Inspectors of schools also submit monthly monitoring statement to the Principal Secretary of the Department regularly in prescribed format with a copy to the concerned DM. All these reports and feedbacks of the districts are discussed in the State Steering-cum-Monitoring meeting. To strengthen this initiative, the Chief Secretary, Govt. of West Bengal, has circulated a comprehensive circular indicating the duties and responsibilities of respective nodal and monitoring officers.

**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,

Number of District Level Steering cum Monitoring Committee meeting is 72 and the number of State Level Steering cum Monitoring Committee Meeting is 1.

Main issues are:-

- a) Failure of supply of rice by the FCI
- b) Quality of rice.
- c) Payment to FCI
- d) Management structure
- e) Inadequate cooking cost
- f) Repairing of kitchen sheds
- g) Dining hall
- h) Timely payment to the cook cum helpers
- i) Opening of bank A/c. by the cook cum helpers

#### 2.24.2 Action taken on the decisions taken during these meetings.

**Failure of supply of rice by the FCI:**– It is reported frequently by the districts that rice could not be supplied to the Nodal Officers against their demand in time for want of stocks at godowns of the FCI. The authority of FCI at state level has been requested to see the matter so that MDM programme is not hampered due to non-supply of rice in time.

**Quality of rice:**– It has been directed that the implementing agencies will not accept bad quality of rice. Several orders and guidelines have been issued in this regard. If bad quality of rice reported the distributing agencies are asked to withdraw the rice from that school instantly.

**Payment to FCI:** – Generally the FCI will submit bill within 10<sup>th</sup> of the next month and payment will be made by the Nodal Officers within 20<sup>th</sup> of that month. But it is reported frequently that the district authorities are not getting bills in time. As a result payment cannot be made within the stipulated date. However, the Regional General Manager, FCI have been requested to submit the bill within the date.

**Management structure:-** Management structure for implementing MDMS at different levels seems to be very weak due to sufficient manpower.

**Inadequate cooking cost:-** The cooking cost is very insufficient in consideration of the present high market price. As a result, it is very difficult to maintain the quality of cooked food. We have already brought it to the notice of Govt. of India and State Govt.

**Timely payment to the cook cum helpers:-** For timely payment to the cook cum helpers we now transfer the fund to the A/cs of the BDOs directly through RTGS. In turn, BDOs are sending the honorarium to the A/cs of the cook cum helpers/SHGs.



- 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.

To monitor the scheme by-monthly meetings of the Steering cum Monitoring Committee at district levels are held under the chairmanship of the District Magistrate. We have requested the District Magistrates to conduct the meeting under the chairmanship of the senior most MP of the district.

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

Arrangements for official inspection to MDM centers has been made for officers of each and every level. Besides, District Magistrate, Additional District Magistrate, Officer In-charge of MDM Cell at District Level, SDOs, BDOs, DIs AIs, SIs have been entrusted for physical inspection of the MDM centers. They discuss the feedback in the steering-cum-monitoring committees at respective levels so that prompt correctional measures can be taken in case of any deviations found during official inspection.

In this way a certain percentage of schools are regularly being monitored every month. In most of the cases the MDM service was found satisfactory. Besides in some schools there is inadequacy in infrastructural facilities such as small kitchen shed or unfinished kitchen sheds, lack of dinning space, inadequate drinking water facilities. We have then and there brought this to the knowledge of respective Nodal Authorities so that these deficiencies are met up as early as possible.

- 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.

To avoid any untoward incident, orders have been issued from our Deptt. to take all necessary safety measures for maintenance of health and hygienic aspects of MDM which includes clean and spacious pucca kitchen shed, cleaning of cooking utensils before and after cooking and consumption of MDM, use of headgear and apron at the time of cooking and serving MDM, use of AGMARK and sealed cooking oil and condiments, use of packaged iodized salt, tasting of cooked food by one teacher, one cook and if possible with one guardians before serving the MDM to the students, installation of fire extinguisher in every school etc. Besides, every school has arranged displaying notice board indicating important telephone numbers of nearby health centre, fire service, BDO, SI of school and local police station, so that the concerned office can be contacted immediately as and when necessary. Besides, all the schools have been asked to keep first aid box to tackle emergency situation, if needed.

For maintenance of safety as well as hygiene while serving hot cooked meals to the students the Secretary, School Education Deptt. has issued a guideline vide No. 39(22)-ES(CMDMP)/GENL-43/2013 dt: 20.01.2014.

- a) Before serving the hot meal to the students, vessels containing the hot meals should be kept in a higher platform namely table, bench etc.
- b) It is better to make the students sit and serve the meals to them instead of queuing to take their food. However, if unavoidable, the queue should be orderly and teachers should be present to ensure there is no pushing and shoving which can lead to accident.
- c) For avoiding rush, meals may also be distributed from three or four distribution centers.
- d) Adequate number of taps should be arranged for washing hands and plates.

While distributing meals, beside teachers and members of SHGs cooperation from the parents and other member of the community may be sought for.

## **2.28 Grievance Redressal Mechanism**

### **2.28.1 Details regarding Grievance Redressal at all levels,**

Redressal Mechanism means and includes some norms / procedures resorted to for keeping a system /scheme alive or responsive to the needs of beneficiaries. It plays an important role for the survival / sustenance of any scheme.

In our State the Grievance Redressal Mechanism plan has been devised as follows:

Committee on Grievance Redressal relating to MDM programme has been set up at the Block and Municipality levels headed by the Block Development Officer at Block level and Executive Officer at Municipality level. In rural areas, this Committee consists of Karmadhakshyas of Shiksha, Sanskriti, Tathya-O-Krirah Sthyye-Samiti and Khadya-O-SraborahaSthayee Samiti of the Concerned Panchyat samittee, the Pradhans of Grampanchyats and Sub-inspectors of Schools at the block level.

At the Municipality level, such committee consists of local councilors and the concerned sub-inspectors of schools.

The committee enquires into all complaints on MDM and takes necessary remedial measures within 30 days from the date of receipt of complaint. A log book is maintained at the block/municipality level where particulars of such complaint and actions taken are recorded. The concerned Block Development Officer/Executive Officer of Block/Municipality submits a monthly report within 7th of the next month to the districts on the natures of such complaints, dates of receipts of the complaints and actions taken thereto and the District Magistrate, at his end complies the same and send a monthly compiled report to the Project Director, MDM by 10th of the month. The Project Director, in his turn, keeps a record of such reports and pursues the matters with District Magistrates.

- Online Grievance Redressal system has been made;

- Complaint Boxes are kept at every concerned level;
  - Telephone numbers have also been given to the Web-site for public view;
  - For maintaining transparency of MDM a notice board has been erected in front of every MDM running school displaying the following particulars in a board for public view;
    - A) Total no. of students covered under the scheme;
    - B) No. of days and time when the meals are served;
    - C) Weekly menu;
    - D) No. of students present on that day;
    - E) No. of students taken MDM on that day;
    - F) Telephone no. of BDO, SDO, SI of schools, DI of schools, nearby health centers, Sub-divisional /district health centers are painted on the wall.
    - G) Today's menu;
    - H) Stock of rice as on that day;
- At State Level, Grievance can be sent to the following numbers:-  
 Phone No. (033)2359-6761, 6798, 6799  
 Fax-(033)23344052, E-mail: director.cmdmp@gmail.com

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

			<i>During 01.04.19 to 31.03.20</i>		
<b>Nature of Complaints</b>	<b>Name of District</b>	<b>Number of Complaints</b>	<b>Year/Month of receiving complaints</b>	<b>Status of complaints (Pending)</b>	<b>Action taken</b>
<b>Food Grain related issues</b>	BANKURA, DARJILING, HOWRAH, KOLKATA, MALDAH, MURSHIDABAD, PURULIYA, UTTAR DINAJPUR, NORTH 24 PARGANA, SOUTH 24 PARGANA, COOCH BIHAR, JHARGRAM, PASCHIM MEDINIPUR	20	<b>01.04.19 to 31.03.2020</b>	0	20
<b>Delay in Funds transfer</b>	ALIPURDUAR, PURBA MEDINIPUR	2		0	2
<b>Misappropriation of Funds</b>	DAKSHIN DINAJPUR, NORTH 24 PARGANA	3		0	3
<b>Non payment of Honorarium to cook-cum-helpers</b>	HOWRAH, KOLKATA, MALDAH, MURSHIDABAD, PURULIYA, UTTAR DINAJPUR, NORTH 24 PARGANA, SOUTH 24 PARGANA	9		0	9

<b>Complaints against Centralized Kitchens/NGO/SHG</b>	KOLKATA, HOWRAH, NORTH 24 PARGANA	4	0	4
<b>Caste Discrimination</b>		0	0	0
<b>Quality and Quantity of MDM</b>	PURULIYA	1	0	1
<b>Kitchen –cum-store</b>	BANKURA, DARJILING, HOWRAH, MALDAH, MURSHIDABAD, PURULIYA, UTTAR DINAJPUR, NORTH 24 PARGANA, SOUTH 24 PARGANA, COOCH BIHAR, JHARGRAM, PASCHIM MEDINIPUR	15	0	15
<b>Kitchen devices</b>		0	0	0
<b>Mode of cooking /Fuel related</b>	HOWRAH	1	0	1
<b>Hygiene</b>		0	0	0
<b>Harassment from Officials</b>		0	0	0
<b>Non Distribution of medicines to children</b>		0	0	0
<b>Corruption</b>		0	0	0
<b>Inspection related</b>	HOWRAH, KOLKATA, MALDAH, MURSHIDABAD, PURULIYA, NORTH 24 PARGANA, SOUTH 24 PARGANA, NADIA	15	0	15
<b>Any untoward incident</b>		0	0	0
<b>Others</b>	SOUTH 24 PARGANA, PASCHIM MEDINIPUR, PURBA MEDINIPUR, NORTH 24 PARGANA, MURSHIDABAD	10	0	10
<b>Total</b>		<b>80</b>	<b>0</b>	<b>80</b>

### 2.28.3 Time schedule for disposal of complaints,

If the complaint is in the position of disposal at the receiving end then it takes maximum 7-10 days for disposal. But, if the solution needs enquiry and report from other offices then it takes 1-3 months for final disposal.

### 2.28.4 Details of action taken on the complaints.

We have received 80 complaints in the state at different levels and necessary steps have already been taken for all the cases.

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

Instruction has been issued to the district Nodal Officer, MDM vide Memo No: 264 (25)- ES/PLNG/OMDM-31/2010 dt: 11.07.2017 with the request to take utmost initiative for creation of awareness to the general masses under their jurisdiction through publicity in local newspaper, local cable etc. Besides, a Booklet on best practices has been developed and circulated to the District Authorities.

### 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.

All out efforts have been taken by Govt. of West Bengal to improve standard of Education at all levels like Primary and Upper Primary with emphasis on attendance of the students with nutritional food support to them.

With the active support of Government officials, Local Bodies, Panchayat Raj Bodies and Community involvement, this programme has reached a satisfactory level leaving a major impact on Socio Economic aspects in our State.

The first positive impact of the CMDM Programme has been noticed in the increase of roll strength in our Schools and the attendance therein. Students belonging to the economically weaker strata of our society have been its chief beneficiaries. This has also helped in lowering the dropout rate in our Schools.

**Secondly**, it has direct positive impact to check malnutrition. We all know that hunger is the greatest enemy in the way of spreading education and also tells upon their health condition not to speak of malnutrition. CMDMP has definitely stood by the side of these students of the weaker sections of the society by providing a full meal at least once a day. The MDM is also in some cases the main source of nutrition for the child. The Medical Check-up, tied up

with the Health Department Officials, for School students also indicated the impact on the general health of students.

**Thirdly**, CMDMP is a boon to the students of drought affected areas, especially during summer time as it provides nutritious support to children of elementary stage.

**Fourthly**, CMDMP has also promoted women empowerment by increasing employment opportunities for poor rural women. In West Bengal, women constitute approximately 93% of persons who have been engaged in MDM cooking purpose. Opening of such employment opportunity is one of the major positive spin offs of CMDM Programme. Its socio economic impact to strengthen the local economy cannot be underestimated.

**Lastly**, we can say that CMDMP has been instrumental in the inflow of more than Rs.1,500 crore of rupees in our economy by way of infrastructures creation, purchase of cooking materials, cost of food grains, honorarium to Cook-cum-helpers, and ancillary activities related with CMDMP. Inflow of such a huge amount of funds in the implementation of CMDMP has a direct impact on the Socio Economic aspect of our society.

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

- Aadhaar of 9410823 students has been completed.

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

The practice of Tithi Bhojan in some local name is in vogue. We have also discussed the matter with the district officials under MDM section and asked them to introduce this immediately.

**2.33** Kitchen Gardens

**2.33.1** Status of availability of kitchen gardens in the schools. (Please furnish school wise details for all districts in the table given at **Annexure – W 1.**)

As per decision of the SLMC meeting to plant at least five types of fruit bearing trees within the school compound. P&RD, Forest and Horticulture and Food Processing Department have been requested to provide necessary support.

**2.33.2** Mapping of schools with the corresponding Krishi Vigyan Kendras (KVK)

- Will be taken up shortly.

2.33.3 Details of the mechanisms adopted for the setting up and Maintenance of kitchen gardens.

- Kitchen gardens are being developed in collaboration with the P&RD and Food Processing & Horticulture Deptt., Govt. of West Bengal.

2.33.4 Whether the produce of these kitchen gardens is used in MDM.

-Yes.

2.33.5 Action plan for setting up of kitchen gardens in all schools.

-The Principal Secretary, P&RD and Secretary, FH&FP Deptt. were requested vide this office No. 308(2)-ES(CMDMP)/MTG-01/2018PT dt: 18.09.2018 for providing necessary support.

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

-Draft West Bengal Mid-day Meal Rules has been framed.

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

-Not yet started.

**2.36** Cooking Competition

2.36.1 Whether cooking competitions have been organized at different levels in 2019-20,

- No.

2.36.2 if yes in 2.36.1,

2.36.2.1 the number of participants in these competitions

-NA

2.36.2.2 Details of judges

-NA

2.36.2.3 How many participants were awarded

-NA

2.36.2.4 Was the awarded participants given any cash prizes

-NA

2.36.2.5 Whether the awarded recipes have been shared with schools

-NA

### 2.36.3 Details of action plan for year 2020-21

To enhance the level of involvement of the cook cum helpers in the process of cooking competition will improve quality of meal. This would spread among cook cum helpers an enthusiasm for excelling themselves in their field of activity and get more informed and provide them the opportunity to use the knowledge obtained through training and inculcate an instinct of innovation.

Timelines – Once year.

Coverage – One competition in each block, municipality and corporation levels.

Cost involved Rs. 1.50 crore approx.

**2.37** Details of minor modifications from the existing guidelines carried out by District Level Committee chaired by the District Magistrate.

**2.38** Details of new interventions (preferably for areas affected with malnutrition, anemia etc, aspirational districts) envisaged under 5% flexi funds – For each intervention, please provide detailed information in the below template

#### 2.38.1 Background Note

**Additional nutrition for children (egg / milk)** – Additional nutrition by way of providing one egg or milk will improve nutritional standard of students.

#### 2.38.2 Objectives

Since MDM programme is one of the leading national programme especially meant for the children implementation of this programme is the key to its success and reaching the targeted goals.



### 2.38.3 Rationale for the intervention

By adding **additional nutrition** especially backward areas of the State at a reasonable interval not only helps to gear up the nutritional level for bringing qualitative improvement.

If a portion of the flexi funds be used to develop the mechanism and making their use in this programme, there would be a vigilant mechanism to lend the programme dynamism hither to left unattended.

### 2.38.4 Time lines

- 55 days.

### 2.38.5 Coverage

#### 2.38.5.1 Number of Districts

- 07 districts.

#### 2.38.5.2 Number of schools

- 7000 approximately.

#### 2.38.5.3 Number of children

- **23.86 lakh children**

-

#### 2.38.5.4 Number of working days

- 55 days in a year.

### 2.38.6 Requirement of Funds

Budget for 2020-21 for providing additional nutrition to 23.86 lakh children Rs. **6561.50 lakh** would be the requirement.

### 2.38.7 Monitoring

On a quarterly basis review of the working of the mechanism would be taken up and it would act as an additional wing for monitoring by keeping as agenda in the periodical meetings of MDM.

### 2.38.8 Outcome measurement

- The intervention would help the MDM to buckle its quality of performance and help to set meaningful achievable targets.

### 2.38.9 Impact assessment

It would provide the implementing authorities with further inputs for better management of the programme at subsequent stages.

#### 1. **Kitchen garden:-**

- I. Objective:- To supplement vegetable component of food supply with garden fresh vegetables
- II. Rationale- To add variety and flexibility in the food items thereby making the MDM more attractive to the children.
- III. Timelines – Throughout the year especially during monsoon, summer and winter.
- IV. Coverage – 83935 schools to be covered at an investment of Rs. 5,000/- per school.

### 2.39 Any other issues and Suggestions.

1. The prescribed rate of cooking cost is not consistent with the prevailing market price of essential commodities. Revision and suitable enhancement may be considered.
2. Introduction of MDM in class IX and X may be considered.
3. Construction of a separate dining hall in each and every school may be considered for the Mid-day Meal takers to ensure a safe and clean place.
4. Remuneration to the Cook-cum-helpers may be paid for 12 months instead of 10 months in a financial year.

## School wise information on kitchen gardens

S. No.	Name of District	Name of Block	Name of school	Type of kitchen field (open field, terrace, containers)	Size of kitchen garden (approx. sq mt)	Main produce	Quantity of produce (in Kg)	Participating agencies (KVK, Horticulture Dept., Community, School's own initiative)
1	26 Educational districts	Total 341 blocks	District wise list will be made available in due course	Mainly open field.	Different sizes varied from 20 to 60 mtr.	Papaya, Guava, Potato, Pumpkin, leafy vegetables etc.	Different quantity varied from 5kg to 50kg	School's own initiative in collaboration with the Forest & Horticulture Deptt.

*Note : At least three photographs to be uploaded on MDM-MIS portal*