

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

**Annual Work Plan & Budget
2016-17**

Name of the UT : Chandigarh

Mid Day Meal Programme

Annual Work Plan and Budget 2016-17

1. Introduction:

1.1 Brief history

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

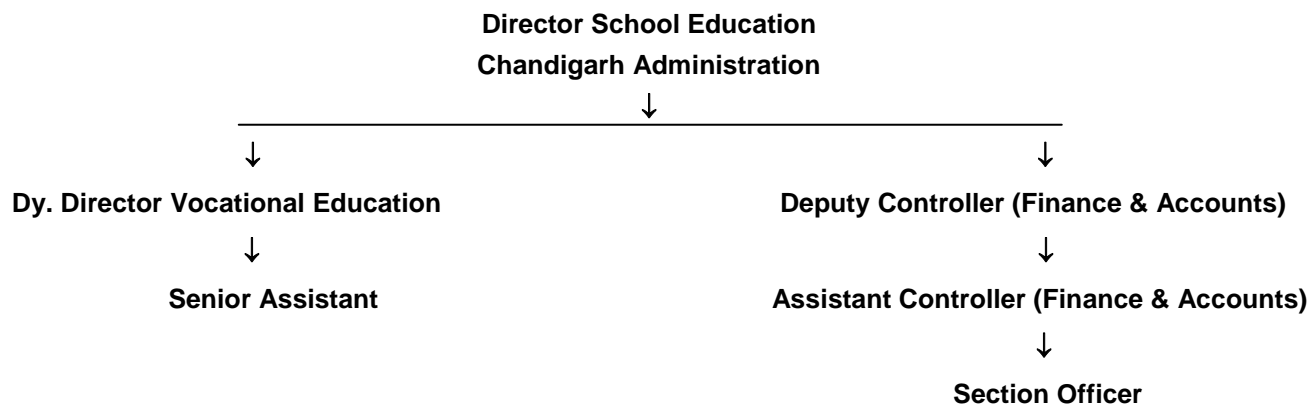
In January 2006, the scheme was converted to provide cooked meals on a trial basis. Subsequently this scheme was extended to all Govt./Govt. aided schools and Madrasas.

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

1.2 Management structure

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

Management Structure at State Level



Role and responsibilities at each level is as under:-

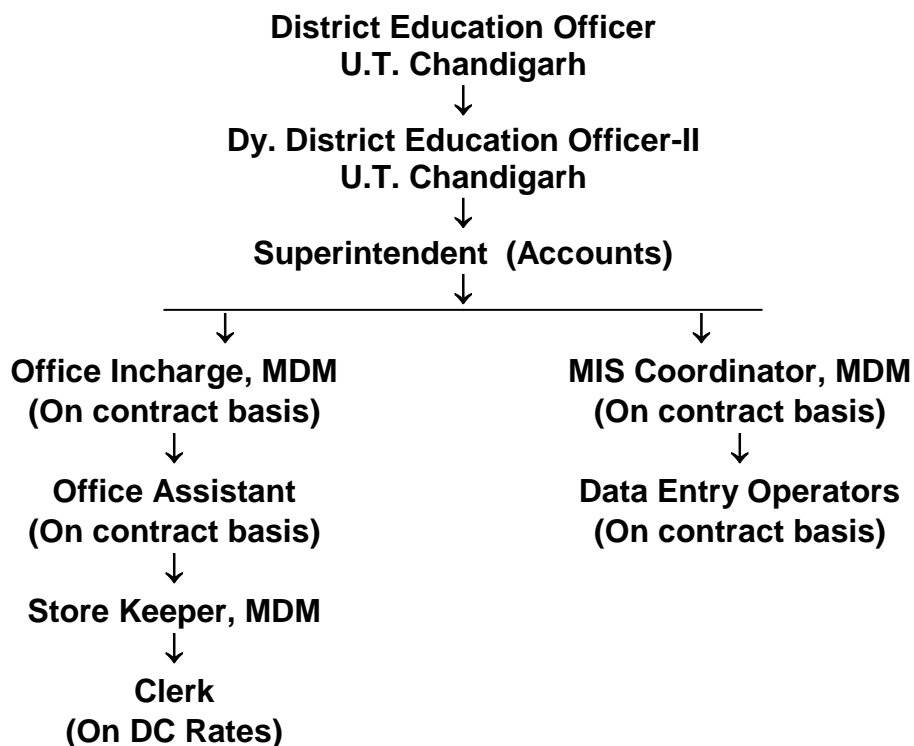
A. Director School Education

- i. To oversee the implementation of Mid-Day Meal Scheme in addition to the duties of the post.

B. Dy. Director Vocational Education

- i. To look after work of MDMS in addition to the duties of the post.
 - ii. Chairperson/member of various committees
- C. Dy. Controller (Finance & Accounts)
- i. To look after work of Accounts & Finance of the Schemes of MDM (additional duty).
- D. Assistant Controller (Finance & Accounts)
- ii. To assist in maintaining Accounts & Finance to Dy. Controller (F & A). (additional duty).
- E. Section Officer
- i. To assist in maintaining Accounts & Finance to Assistant Controller (F & A). (additional duty)
- F. Senior Assistant
- i. To deal with all the matters relating to MDMS (additional duty).

Management Structure at District Level



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

Role and responsibilities at each level is as under:-

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

- B. Dy. District Education Officer-II
 - i. To look after work of MDMS as Nodal Officer in addition to the duties of the post.
 - ii. Inspection of MDMS
- C. Superintendent (Accounts)
 - i. To look after of all work related to MDMS in addition to duties of the post.
- D. Office Incharge, MDM
 - i. To look after of all work related to MDMS
- E. Office Assistant
 - i. To deal with all the matters relating to MDMS
- F. Store Keeper, MDM (additional duty)
 - i. To procure food-grains(wheat & rice) from the FCI Godown
 - ii. To provide food grains to the MDM kitchens, centralized kitchens and schools
 - iii. To maintain the stock/ distribution record of food grains
 - iv. To ensure safe storage of food-grains.
- G. Clerk
 - i. To put-up the cases and maintain the record of MDMS

- A. MIS Coordinator
 - i. To look after of all work related to MIS for MDMS.
 - ii. Other IT related work assigned by the authorities.
- B. Data Entry Operators
 - i. To collect and feed data into the MDM-MIS portal
 - ii. Any other work assigned by the authorities.

Inspectors and Supervisors (MDM)

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

1.3 Process of Plan Formulation.

Cooked and whole some meal is served to eligible students. In order to ensure good quality and hygienic food following 3 reputed cooking institutes have been engaged to prepare and provide cooked meals:-

- (i) Dr. Ambedkar Institute of Hotel Management, Sector-42, Chandigarh.
- (ii) Chandigarh Institute of Hotel Management, Sector-42, Chandigarh.
- (iii) Chandigarh Industrial & Tourism Corporation (CITCO), Sector-17, Chandigarh.

Besides above, 7 Cluster based kitchens are also being run in Govt. Model Sr. Sec. School, Sector-10, 15, 26, 44, 47 and Govt. Model High School, Sector-38 & 42.

In all 119 institutes (109 Govt. Schools/6 Govt. Aided Schools and 4 Madarsas) have been covered under the Mid Day Meal Scheme. The data of children who opted for MDM for the year 2015-16 is as under:-

Total Enrolment (as on 30.09.2015)				No. of children opted for MDM		
	(Govt. + LB+GA)	Madarssa/ Maktab	Total	(Govt. + LB+GA)	Madarsa/ Maktab	Total
1	2	3	4	5	7	8
PRY.	56840	587	57427	45492	165	45657
U. PRY.	43371	192	43563	34023	43	34066
Total	100211	779	100990	79515	208	79723

LB= Local Body schools

GA= Govt. Aided schools

Note: There is no NCLP school in UT, Chandigarh.

The details of children approved by PAB for MDMS for the year 2015-16 and coverage of children upto December, 2015 are as under:-

Coverage of Children

Institutions	2015-16	
	PAB Approval	Availed MDM up to Dec, 2015
Primary	30000	32690
Upper Primary	20000	20036
Total	50000	52726

Working Days

Institutions	2015-16	
	PAB Approval	Actual working days up to Dec, 2015
Primary	230	176
Upper Primary	230	176

The Plan Approval Board, on the basis of average no. of meals served during the period from 1.4.2014 to 31.12.2014, approved 30000 children of primary and 20000 children of upper primary for the year 2015-16 for serving them MDM and accordingly sanctioned Central Assistance under various components. Utilization of food-grains and funds during the period from 1.4.2015 to 31.12.2015 is as under:-

Food Grains Utilization

During the period 01-04-2015 to 31-12-15

(Qty. in MTs)

	Gross Allocation	Opening Balance	Lifting	Total Available	Utilization	% Utilization
Primary Rice and Wheat	690.00	53.74	320.70	374.44	320.65	46.47
Upper Pry. Rice and Wheat	690.00	35.82	331.30	367.12	334.16	48.43

Component wise budget utilization

(figures in lacs)

Component	Allocation			Utilization up-to 31.12.2015		% Utilization	
	Centre Share	UT Share	UT Provision (Addl)	Centre	UT	Centre	UT Share
Cost of Food-grains	68.29	0	0	34.50	0	50.52	0
Cooking cost	524.65	0	300.00	418.67	187.86	79.80	62.62
Honorarium of CCH	75.00	0	130.00	59.38	96.31	79.17	74.08
Transportation Assistance	9.67	0	70.00	3.88	48.85	40.12	69.78
Monitoring Management, and Evaluation (MME)	30.00	0	32.00	28.97	18.64	96.56	58.25
Total	707.61	0	532.00	545.40	351.66	77.07	66.10

Taking into consideration the per day average number of meals served i.e. 52726 (32690 for Primary Stage children + 20036 for Upper Primary Stage children) during the period from 1.4.2015 to 31.12.2015

and likely increase in the coverage of children under MDMS, Annual Work Plan and Budget 2016-17 is proposed as under:-

Proposals for 2016-17

Children proposed (per day) for 2016-17

Institutes	Children approved by PAB for 2014-15	Children covered during 2014-15 up-to 31.12.2014	Children approved by PAB for 2015-16	Children covered during 2015-16 up-to 31.12.2015	Children proposed for 2016-17
Primary	33904	28871	30000	32690	30000
U. Primary	22593	19247	20000	20036	20000
Total	56497	48118	50000	52726	50000

Working days proposed for 2016-17

Institutes	Working days approved for 2014-15	Working days covered during 2014-15 up-to 31.12.2014	Working days approved for 2015-16	Working days covered during 2015-16 up-to 31.12.2015	Working days proposed for 2016-17
Primary	230	179	230	176	230
U. Primary	230	179	230	176	230

Food-grains proposed for 2016-17

(Qty. in Mts.)

Institutes	Allocated for 2014-15	Utilized during 2014-15 up-to 31.12.2014	Allocated for 2015-16	Utilized during 2015-16 up-to 31.12.2015	Proposed for 2016-17 as per GOI norms
Primary					
Rice	467.87	228.51	414.00	231.09	414.00
Wheat	311.92	89.35	276.00	89.56	276.00
U. Primary					
Rice	467.68	253.84	414.00	242.26	414.00
Wheat	311.78	86.56	276.00	91.90	276.00
Total	1559.25	658.26	1380.00	654.81	1380.00

Management Monitoring and Evaluation (MME) Plan 2016-17 under MDM, Union Territory of Chandigarh

It is proposed to carry out the following activities under Management Monitoring and Evaluation (MME) Plan 2016-17.

Component proposed under MME Plan 2016-17.

- Salary of Existing Manpower
- Transport & Conveyance
- Office Expenditure
- Purchase of required Furniture, Computer Hardware and Accessories.
- Conduct of internal and external evaluation & Social Audit of MDM.
- Testing of cooked food samples of MDM
- Establishment of IVRS
- School Level Expenses

Financial Target as per AWP&B 2016-17 under MME : Rs. 121.68 Lac (50.00 Lac Central Share and 71.68 Lac State Share).

Actual physical and financial target under MME Plan 2016-17 : Rs. 121.68 Lac

Salary of Existing Manpower (Rs. 78.58 Lac)

Sr. No.	Component	Unit	Finance
			(in Lakhs)
1	Inspectors MDM	3	5.40
2	Supervisors MDM	23	38.64
3	Office Incharge	1	3.00
4	Office Assistant	1	2.40
5	MIS Coordinator	1	5.20
6	Data Entry Operator	2	5.00
7	Clerk	1	2.50
8	Organizers	7	9.24
9	Helpers Stores/Office	6	7.20
	Total		78.58

Transport and Conveyance (Rs. 2.80 Lac)

For the smooth functioning of MDMS, there is proposal to hire a non AC Taxi during the year 2016-17 for Inspections of Centralized/School based kitchens and other related requirements of MDMS as is being hired in previous year. For this a provision of Rs. 2.80 Lac is being made in the Budget of 2016-17.

Office Expenditure (Rs. 3.00 Lac)

For the smooth functioning of MDM office, a provision of Rs. 3,00,000/- is being made to purchase the office Stationery, Expenses of Toll Free Telephone which is being installed shortly, Publicity Expenses & other miscellaneous items.

Purchase of required Furniture, Computer Hardware and Accessories (Rs. 5.00 Lac)

A provision of Rs. 5.00 Lac is being made for purchase of Furniture, Computer Hardware & Accessories (like Printer Toner, Ink Refilling, Pen Drive, CDs etc.) during the year 2016-17.

Conduct of internal and external evaluation & Social Audit of MDM (Rs. 4.00 Lac)

A provision of Rs. 4.00 Lac is being made for monitoring & conducting the internal & external evaluation studies & Social Audit of MDM during the year 2016-17.

Testing of cooked food samples of MDM (Rs. 2.50 Lac)

A provision of Rs. 2.50 Lac is being made for sample testing of cooked food by 3 centralized kitchens & 7 school level kitchens once in a month from the NABL accredited Govt. approved Lab during the year 2016-17.

Establishment of IVRS for Monitoring of MDMS (Rs. 15.00 Lac)

A provision of Rs. 15.00 Lac is being made for the Establishment of IVRS for Monitoring of MDMS on real time basis along with required manpower and hardware for the same during the year 2016-17. However MoU has already been signed between Chandigarh Administration and MHRD, GOI and cost of the same will be born by GOI.

School Level Expenses (Rs. 10.80 Lac)

A provision of Rs. 10.80 Lac is being made for School Level Expenses during the year 2016-17 as per detail given below :

1	Forms & Stationery	As per requirement	0.50
2	Repair/Maintenance of Cooking Devices, Utensils and Weighing Machines	As per requirement	5.00
3	Purchase of Soaps/Washing Powder/Phenyl/Towels for Hand Washing	As per requirement	3.00
4.	Purchase of Hand Gloves & Apperans	As per requirement	2.30
	Total		10.80

Per Unit Cooking Cost 2016-17

	2015-16	2016-17 (increase 7.5% w.e.f. 1.7.2016)				
	Cooking Cost	Cooking Cost	Centre Share	UT Share	Approx Cost	UT to Bear
Primary	Rs.3.86	Rs.4.15	Rs.4.15	Nil	Rs.6.70	Rs.2.55
U. Primary	Rs.5.78	Rs.6.21	Rs.6.21	Nil	Rs.7.92	Rs.1.71

Budget proposed for 2016-17

(Figures in lacs)

Component	Centre Share			UT Share		
	Primary	Upper Primary	Total	Primary	Upper Primary	Total
Cost of Food Grain	36.59	36.59	73.18	-	-	
Cooking Cost	282.26	281.62	563.88	180.04	82.70	262.74
Transportation Assistance	5.18	5.18	10.36	-	-	-
Honorarium to Cook cum Helpers	48.00	32.00	80.00	96.00	64.00	160.00
MME (Primary + Upper Primary)	50.00	0	50.00	71.68	0	71.68
Total			777.42			494.42

Total Budget Sanctioned/Utilized for 2014-15:

Centre Share: 573.72/375.26

UT Share: 686.00/686.00

Total Budget Sanctioned/Utilized for 2015-16:

Centre Share: 720.76/545.40

(Upto 31.12.2015)

UT Share: 532.00/351.66

Total Budget Proposed – Approx (Rs in Lacs):

Centre Share: 777.42

UT Share: 494.42

2. Description and assessment of the programme implemented in the current year (2015-16) and proposal for next year (2016-17) with reference to:

2.1 Regularity and wholesomeness of mid - day meals served to children; reasons for programme interruptions, if any and planning to minimize them.

Cooked and whole some meal has been provided in successful and smooth manner as per scheduled programme in all the Govt./Govt. Aided Schools and Madarssas regularly without any interruptions and scheme will continue to be implemented in the same manner during the next year 2016-17 with improvement wherever any deficiency is experienced during the course of implementation.

2.2 Details about weekly Menu.

2.2.1 Weekly Menu – Day wise

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

Day	Menu	Per meal rates
Monday	Prantha + Rajmah	Rs. 8.94 for Primary and Upper Primary Children (Inclusive of VAT)
Tuesday	Prantha + Karhi Pakora	
Wednesday	Prantha + Dal Chana + Vegetable	
Thursday	Prantha + Rajma	
Friday	Prantha + Karhi Pakora	
Saturday	Prantha + Mix Dal	

2. Rice Based Menu : Chandigarh Industrial & Tourism Corporation (CITCO), Sector-17, Chandigarh.

Day	Menu	Per meal rates
Monday	Rice + Dal Channa with Veg	Rs. 5.06 (Rs. 4.50 + VAT @ 12.5% for Primary and Upper Primary Children)
Tuesday	Rice + Karhi with veg. Pakoras	
Wednesday	Rice + Dal Channa with Veg	
Thursday	Rice + Rajmah	
Friday	Rice + Karhi with veg. Pakora	
Saturday	Rice + Rajmah	

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

Day	Menu	Per meal rates
Monday	Veg. Pulao + Dal Arhar	Primary Rs. 8.10 (Rs. 7.20 + VAT @ 12.5%)
Tuesday	Veg. Pulao + Karhi Nutri	
Wednesday	Veg. Pulao + Mix Dal	

Thursday	Veg. Pulao + Rajmah	Upper Primary Rs. 10.32 (Rs. 9.17 + VAT @ 12.5 %)
Friday	Veg. Pulao + Karhi pakora	
Saturday	Veg. Pulao + Nutri Aalo Mattar	

2.2.2 Additional Food items provided (fruits/milk/any other items), if any.

No

2.2.3 Usage of Double Fortified Salt,

No

2.2.4 At what level menu is being decided / fixed,

At the level of Education Secretary.

2.2.5 Provision of local variation in the menu,

Yes

2.2.6 Timings for serving of Mid day meal at school level.

For Morning between 10:00 am to 11:00 am and Evening 1:00 pm to 2:00 pm

2.3 Foodgrains management,

2.3.1 Timeframe for lifting, District wise lifting calendar of foodgrains.

Monthly

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

The management of food grains is monitored and supervised by the committee consisting of following members:-

- i. The District Education Officer
- ii. The Director Health Services
- iii. District Food & Supply Officer
- iv. Principal of Govt. Sr. Sec. Schools
- v. Representative of FCI

2.3.3 Transportation and distribution,

Food-grains are transported by trucks from FCI godowns located at Kurali to departmental store (wheat & rice). Wheat is further supplied from departmental store to the miller for processing/grinding as per requirement of Atta. Atta is lifted from millers for delivery to cooking institutes on weekly basis and rice is lifted from store to cooking institutes on weekly basis and managed smoothly. Above system is running smoothly and is also likely to continue during the next year 2016-17 as per actual requirement.

2.3.4 Whether unspent balance of foodgrains with the schools is adjusted from the allocation of the respective schools,

Yes

2.3.5 Number of schools receiving foodgrains at doorstep of school.

Seven

2.3.6 Storage facility at different levels,

Foodgrains stock is stored in 5 schools at GGMSSS-20, GMHS-22, GHS-19, 30 & 35

2.3.7 Challenges faced and plan to overcome them.

No

2.4 Payment of cost of foodgrains to FCI.

2.4.1 System for payment of cost of foodgrains to FCI,

Through RTGS

2.4.2 Status of pending bills of FCI of the previous year.

NIL

2.4.3 Status of monthly meetings by the State Nodal Officer with the FCI.

NIL

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

Reconciliation is done telephonically once in a Quarter.

2.4.5 Relevant issues regarding payment to FCI.

No issue

2.5 Fund Flow Mechanism - System for release of funds (Central and State).

2.5.1 Mode of release of funds at different levels, (e-transfer of funds directly from State to School/implementing agency)

From Directorate to District Education Officer and DEO to implementing agency through e-transfer.

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

Centre to UT	Directorate to DEO	DEO to Implementing Agencies
22.4.2015, Rs. 111.62 Lac (Adhoc grant) and revised on 21.8.2015	3.8.2015, Rs. 111.62 Lac (Adhoc grant) and revised on 1.10.2015	To School Level on 14.5.2015, 24.8.2015, 1.12.2015.
19.8.2015, Rs. 189.72 Lac (First Installment)	4.11.2015, Rs. 189.72 Lac (First Installment)	To Centralized Cooking Institutes on the receipt of bills.

2.5.3 Reasons for delay in release of funds at different levels.

Procedural delay.

2.6 Cook-cum-helpers

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

Funds are e-transferred by the DEO to the Principals/Heads of the schools in advance on monthly/quarterly basis as per strength of cook-cum-helpers engaged by them after getting the approval of competent authority. Principals/Heads of the schools remit the honorarium in the bank account of cook-cum-helpers.

2.6.2 Rate of honorarium to cook-cum-helpers,

Rs. 2622/- per month (Centre Share – Rs.1000/- and UT Share – Rs. 1622/-)

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

746 (All Cook-cum-helpers having bank accounts)

2.6.4 Payment of honorarium to cook-cum-helpers through their bank accounts,

Yes

2.6.5 This section should also include the details of cook-cum-helpers like eligibility as per norms, approval of cook- cum-helpers, engaged and the strategy to fill the gap (if any)

746 cook-cum-helpers has been engaged as per eligibility of the MDM Opted students.

2.6.6 Provisions for health check-ups of Cook-cum-Helpers,

All the Principals/Heads of schools have been directed to get health checkup of cook-cum-helpers engaged by them and schools are following the directions and Health check-ups done twice in a year.

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

Yes

2.6.8 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,

Cook-cum-helpers are engaged from disadvantage group and females by the Head of schools in consultation with the SMC members.

2.7 Procurement and storage of cooking ingredients and condiments

2.7.1 System for procuring (good quality Agmark / FPO) pulses, vegetables including leafy ones, salt, condiments, etc. and other commodities.

In UT, Chandigarh, Education Department has outsourced the cooking of MDM. Three cooking institutes are preparing and providing cooked food under MDM scheme. MDM kitchens are being run in Seven schools i.e. GMSSS-10, 15, 26TM, 44 & 47 and GMHS-38 & 42. Concerned institutes procure cooking ingredients at their own level. All the cooking institutes/kitchens Heads have been directed to ensure the quality of pulses edible oils and condiments should be Agmark and double fortified salt is used for cooking Mid Day Meal.

2.7.2 Whether FIFO method has been adopted in usage of pulses and condiments etc. or not.

Yes

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

Air tight Jars/Containers are being used for safe storage of ingredients and condiments, by the cooking institutes.

2.8 System for cooking, serving and supervising mid-day meals in the school and measures to prevent any untoward happening.

The cooking of food is being managed through 3 reputed cooking institutes namely Chandigarh Institute of Hotel Management and Catering Technology, Sector-42, Chandigarh, Dr. Ambedkar Institute of Hotel Management, Catering & Nutrition, Sector-42, Chandigarh & Chandigarh Industrial and Tourism Development Corporation (CITCO), Sector-17 . Preparation of MDM in these institutes is supervised by the retired personnel engaged as Inspectors/Supervisors to monitor the cooking and distribution of cooked meals. These Supervisors monitor procedures i.e., quality, hygiene and other factors concerning the meals, on daily basis and heads of schools also monitor the same parameters on daily basis. Wherever there is report of excess/shortage/unhygienic conditions, the same is redressed immediately in co-ordination with cooking institutes.

2.9 Mode of Cooking of Mid Day Meals – LPG, smokeless chulha, firewood & others.

LPG

2.10 Kitchen-cum-stores.

2.10.1 Procedure and status of construction of kitchen-cum-store,

7 Kitchens cum stores have been got constructed from the Engineering department of Chandigarh Department and are functioning from GMSSS-10, 15, 26TM, 44, 47 and GMHS-38 & 42. To construct 3 more kitchens cum stores at GMSSS-23A, GMHS-29 &

GMSSS-40, matter has been taken up with engineering department of Chandigarh Administration.

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

Procedural Delay.

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

Yes

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

Engineering Department of Chandigarh Administration.

2.10.5 Kitchen cum stores constructed through convergence, if any

Yes, with convergence of Engineering department, Electricity wing, Public Health department of Chandigarh Administration and Heads of respective schools.

2.10.6 Progress of construction of kitchen-cum-stores during this year and target for the next year.

Matter has been taken up with engineering department for preparing drawings and rough cost estimates for 3 school level kitchens.

2.11 Kitchen Devices

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

Kitchen devices are procured through tenders.

2.11.2 Procedure of procurement of kitchen devices from funds released under the other sources.

Kitchen devices are procured through tenders.

2.11.3 Availability of eating plates. Source of funding of eating plates.

Yes, Eating plates are purchased after calling quotation/tender as per provision made under GFR.

2.12 Capacity building and training for different stakeholders

2.12.1 Details of the training programme conducted for cook-cum-helpers, State level officials, SMC members, school teachers and others stakeholders

- Cook-cum-helpers have been trained by their colleagues in a cascade model of training on regular basis.
- SMC members have been trained by SSA in January, 2016.
- A Batch of Cook-cum-helpers were got trained from Chandigarh Institute of Hotel Management in May, 2015.

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

Training is imparted by the Faculty Members of Chandigarh Institute of Hotel Management, Sector-42 on the following Modules.

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

2.12.3 Targets for the next year.

Training will be imparted to Teachers, Inspectors, Supervisors & Cook-cum-helpers.

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

2.13.1 Procedure followed for data entry into MDM-MIS Web portal

Data is being collected from all the schools of UT Chandigarh by the Office of District Education Officer and centrally entered into MDM-MIS Web Portal.

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

District Level

2.13.3 Availability of manpower for web based MIS

Department has deployed One MIS Coordinator and One Data Entry Operator for the same.

2.13.4 Mechanism for ensuring timely data entry and quality of data

Instructions have been issued to all the School Heads to supply the data within time frame and received data is reconciled with the departmental figures before the entry.

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

Yes, State/District Level reports are being used to monitor/identify the low coverage/weaker section of area, availability of basic amenities, detail of cook-cum-helpers engaged, health checkups, etc.

2.14 Systems to ensure transparency, accountability and openness in all aspects of programme implementation,

2.14.1 Display of logo, entitlement of children and other information at a prominent visible place in school

Yes

2.14.2 Dissemination of information through MDM website

Yes

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

Yes

2.14.4 Tasting of meals by community members,

Yes

2.14.5 Conducting Social Audit

Heads of the Schools have been directed to conduct the social audit at their level for MDMS.

2.15 Measures taken to rectify

2.15.1 Inter-district low and uneven utilization of food grains and cooking cost

Not Applicable

2.15.2 Intra-district mismatch in utilization of food grains and cooking cost.

Not Applicable

2.15.3 Delay in delivering cooking cost at school level.

No Delay

2.15.4 Delay in payment to FCI

No Delay

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

No Mismatch

2.16 Details of Evaluation studies conducted by State/UTs and summary of its findings.

No Evaluation Studies have been conducted during the year 2015-16.

2.17 Write up on best/ innovative practices followed in the State.

- Kitchens gardening has been started in school level kitchens from which fresh brinjal, palak, coriander, garlic, Methi, Palak etc is obtained for preparation of MDM.
- CCTV Cameras have been installed in the all centralized kitchens and school level kitchens.
- Kitchen waste is utilized for preparation of compost.
- Teachers Incharge MDM got trained from Chandigarh Institute of Hotel Management.
- All the Senior Officers working in Chandigarh Administration and Officers of Education Department monitor of MDM activities, at the cooking institutes/school levels. They check the taste, quality, quantity of MDM and hygiene.
- Feedback from the students is taken on the Performa devised by the department to redress complaints of the students and improve quality of the MDM.

- To redress the grievances of the parents/stakeholder and general public a helpline no Toll Free No. 1800-180-2053 has been installed in office of District Education Officer, UT Chandigarh.
- Mechanized transportation has been introduced to ensure timely delivery of hot meals in Schools.

2.18 Untoward incidents

2.18.1 Instances of unhygienic food served, children falling ill

NIL

2.18.2 Sub-standard supplies,

NIL

2.18.3 Diversion/ misuse of resources,

NIL

2.18.4 Social discrimination

NIL

2.18.5 Action taken and safety measures adopted to avoid recurrence of such incidents.

Not Applicable

2.19 Quality of food

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

At the time of receipt of MDM from the centralized kitchens, teacher Incharge MDM and SMC members check the taste and quality before distribution to the students. A register has also been maintained by the concerned teacher to record about the same at each school.

2.19.2 Testing of food sample by any reputed labs for the presence of nutrients and presence of microbes, if any, as per norms of Mid-Day Meals.

Yes, Cooked food is being tested by the food laboratory once in a month.

2.19.3 Engagement of NABL labs for the testing of Meals.

Yes, M/s International Testing Centre, Panchkula and M/s Anacon Labortary, Nagpur have been engaged for testing of Meals.

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

As per norms fixed by GOI, Samples of cooked food are collected from the Centralized and School Based Kitchen once in a month.

2.19.5 Details of samples taken for testing and the results thereof.

Details of samples taken and results thereof is as under :

Samples Taken	Cooked Karhi Nutri & Cooked Jira Rice	Prantha & Cooked Kadhi	Cooked Veg. Pulao & Mix Daal	Cooked Rice, Mix Sabji & Chapati
Fat (gm)	5.17	5.19	5.18	5.3
Protein (gm)	12.09	12.11	12.26	12.15
Energy (Kcal)	465	461	467	460
Moisture (% by mass)	33.47	34.07	35.04	34.1

2.20 Involvement of NGOs / Trusts.

2.20.1 Modalities for engagement of NGOs/Trusts/Govt. Organizations for serving of MDM through centralized kitchen.

3 reputed institutes viz Chandigarh Institute of Hotel Management, Dr. Ambedkar Institute of Hotel Management & Chandigarh Industrial & Tourism Development Corporation (CITCO) have engaged for cooking of MDM as centralized kitchens.

2.20.2 Whether NGOs/Trusts/Govt. Organizations are serving meal in rural areas

Yes

2.20.3 Maximum distance and time taken for delivery of food from centralized kitchen and school

5-8 kms, time taken approximate 20-30 minutes.

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

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

Teacher Incharge MDM receives the cooked MDM

2.20.4.2 Whether the containers are sealed at the time of supply of meals to schools,

Yes, covers with lids.

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

20-30 minutes

2.20.5 Testing of food samples at centralized kitchens

Samples of cooked food are collected from the Centralized Kitchens once in a month by NABL approved Food Laboratories engaged by the department and Officials of Health Department of Chandigarh Administration.

2.21 Status of Rastriya Bal Swasthya Karyakram (School Health Programme)

2.21.1 Provision of micro- nutrients, Vitamin-A, de-worming medicine, Iron and Folic acid (WIFS), Zinc.

Yes, 94190 students covered (IFA), 157972 Students covered (Deworming) & 111 students covered (Vit. A).

2.21.2 Distribution of spectacles to children with refractive error,

Not given in year 2015-16 due to Financial constraint in NPCB.

2.21.3 Recording of height, weight etc.

Yes, 116189 students covered

2.21.4 Number of visits made by the RBSK team for the health check-up of the children.

887

2.22 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.

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

2.23 Meetings of Steering cum Monitoring Committees at the Block, District and State level

2.23.1 Number of meetings held at various level and gist of the issues discussed in the meeting,

District Level meetings – 1

Issues taken up :

- (i) Providing of chappati based menu to evening shift schools
- (ii) Revision of MDM Menu for 2016-17 and rationalization of rates among all the cooking institutes.
- (iii) Social Security of Cook-cum-helpers.
- (iv) Use of Gooseberry (Amla).
- (v) Revision of honorarium of Cook-cum-helpers.
- (vi) Inspection of MDM Kitchens of Centralized cooking institutes.
- (vii) Possibility to make more school based kitchens
- (viii) Registration of Kitchen under food safety Act.

2.23.2 Action taken on the decisions taken during these meetings.

(i) Providing of chappati based menu to evening shift schools

Chairman DLSCM emphasized the need to provide wheat based menu to all the students of UT, Chandigarh as per MDM guidelines issued by GOI and directed the representative of CIHM-42 & CITCO-17 for the same.

(ii) Revision of MDM Menu for 2016-17 and rationalization of rates among all the cooking institutes.

District Level SMC decided to constitute a committee consisting of following members to suggest a revised MDM Menu for 2016-17 which shall be applicable to all the Centralized Cooking Institute and School Based Kitchens:

Mrs. Viney R Sood, DEO

Ms. Reema Bhatia, Dietician, GMCH-32

Ms. Nirupma Marwah, Professor, GHSC-10

Mrs. Alka Mehta, Principal, GMSSS-26 TM

Mrs. Monica Maini, Principal, GMSSS-47

Representative of AIHM-42, CIHM-42 & CITCO-17

The report from the committee is still awaited.

(iii) Social Security to Cook-cum-helper.

Committee deliberated the issue and decided to extend social security announced under PMSBY by depositing Rs.12/- in the bank account of each cook-cum-helpers from the funds available under MDMS. All the Principals/Heads of Govt./Govt. Aided Schools have been directed to take immediate action.

(iv) Use of Gooseberry (Amla)

Committee asked the dieticians, Principals/Heads of School based kitchens to suggest the kind in which gooseberry (Amla) in MDM menu and submit the report within 15 days from the date of issue of MOM and report is still awaited.

(v) Revision of honorarium to Cook-cum-helper

Committee deliberated on the issue and decided to increase the same from Rs. 2622/- to Rs. 3000/- per month subject to the approval of competent authorities. Matter has been put up to higher authorities for approval.

(vi) Inspection of MDM kitchens of Centralized cooking institutes.

Chairman constitute a committee of the following members who will visit the centralized the MDM kitchens to check the hygienic and storage condition and submit the report within 15 days from the date of issue of MOM:

Sh. Chanchal Singh, DDSE

Sh. Ashwani Dogra, DC(F&A)

Mrs. Bhavneet Bharti, Associate Professor, PGIMER

Mrs. Paramjyoti, PO RBSK

As per report received, the Committee visited all the centralized kitchens and found minor sanitary deficiencies in MDM centralized kitchens at CITCO-17. MD CITCO has been requested to take immediate necessary action to improve the hygienic condition of MDM kitchen.

(vii) Possibilities to make more school based kitchens.

Committee decided to explore the possibilities to establish more school based kitchens. Matter is under consideration of the department.

(viii) Registration of kitchens under Food safety Act.

On the report submitted by Dr. Bhavneet Bharti, Associate Professor, PGIMER, 71 schools have got registration under Food Safety Act so far, Chairman directed that remaining schools may be asked to apply for Registration under Food Safety Act. with the concerned authority immediately. Necessary directions have been issued by the office to concerned schools for taking immediate necessary action for the same.

2.24 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.

NIL

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

- All the Senior Officers of Chandigarh Administration and Officers of Education Department monitor the MDM activities.

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

100% inspections have been carried out by the inspection committees.

Findings of the inspection reports are as under :

From the perusal of inspection reports received from officers mentioned above, it has been observed that children want Improvement/Change in MDM menu.

To rectify the above said issue, a committee has been constituted to suggest revise menu for 2016-17 keeping in view the taste of children.

2.26 Feedback/comments in respect of report of Monitoring Institutions designated for your State/UTs to monitor implementation of MDM and action taken thereon.

Monitoring Institute has recommended to improve the following deficiencies in the schools of UT Chandigarh in his 3rd and 4th report of year 2015-16. Necessary instructions have been issued to all the Heads of Cooking Institute as well as Schools to take immediately necessary remedial measures in this regard :

- (i) More involvement of community in MDMS required.
- (ii) A social audit need to be done to compare the perceptions of parents, students and teachers about the food served by the centralized kitchens and school based kitchens.
- (iii) Social audit performas need to be displayed in school for public information.
- (iv) More than 20 % on average students were bringing their own Tiffin.
- (v) Capacity building of CCH should be done for hygiene and cooking.
- (vi) Double fortified salt need to be used.

(vii) The rights and entitlements of children for MDM should be displayed prominently on the walls of the schools etc.

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.

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

2.28 Grievance Redressal Mechanism

2.28.1 Details regarding Grievance Redressal at all levels,

Steering-cum-Monitoring Committee at District Level is already constituted. Grievances/complaints relating to MDM received on telephone helpline no. 5021697 and by dak in the office. Further a Toll Free No. has been applied to receive and redress grievances under MDMS.

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

Improvement in MDM menu
Hygiene of kitchen
Food was not cooked properly by CITCO

2.28.3 Time schedule for disposal of complaints,

Complaints are redressed promptly

2.28.4 Details of action taken on the complaints.

Necessary directions were issued to concerned cooking institute to rectify the complaints and not to repeat the same.

2.29 Details regarding Awareness Generation & IEC activities and Media campaign, carried out at State/district/block/school level.

Power Point Presentation prepared by the department and Video clips developed by MHRD are being shown to the children, SMC members, cook-cum-helpers, Inspector & Supervisors and teachers incharge MDM about Mid Day Meal Scheme.

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 programme is of immense help in roping in, away from school children and in increasing enrolment. Maintaining such a mammoth project, where meals are provided to a vast variety of students i.e., students with a back ground of slums, villages and city is a Herculean task. Further, maintaining quality, hygiene is again a Herculean task, since catering to the taste buds of every child is not easy and overall hygiene though is not compromised yet sometimes there are reports of slackness in hygiene. Whenever such reports appear, thorough inquiries are conducted and appropriate corrective measures are taken. But, it is not easy to conclude that where hygiene has been compromised. However, the whole programme is in progress with utmost vigil and systematic manner as print media is covering all events whenever any development is noticed.

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

Packed Milk, Sugar & Dry Fruits were given by the teachers and Head of the school in GMHS-42 for preparation of Kheer and Halwa on the event like Birthday, Grah Parvesh & Marriage Anniversary.

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

Necessary instruction have been issued to all the Heads of Cooking Institute as well as Schools, along with copy of MDM Rules, 2015 for information and necessary compliance.

2.33 Details of payment of Food Security Allowances and its mechanism.

Nil

2.34 Any other issues and Suggestions.

As suggested by Audit, MHRD needs to review its norms of 100 grams and 150 grams per meal per child which appears to be on higher side in terms of quantity especially for Chandigarh.

Sd/-
Nodal Officer, MDM
UT, Chandigarh

Sd/-
District Education Officer
UT, Chandigarh

Sd/-
Director School Education
Chandigarh Administration