



CONTINGENCY PLAN

FOR

MANAGEMENT OF

MID-DAY MEAL SCHEME



State Project Management Unit (MDM)
School & Mass Education Department
Government of Odisha





ନବୀନ ପଟ୍ଟନାୟକ

ମୁଖ୍ୟମନ୍ତ୍ରୀ, ଓଡ଼ିଶା



ସତ୍ୟମିବ ଜୟତେ
ଓଡ଼ିଶା ସରକାର

ଟେଲିଫୋନ୍ { (0674) : 2531100 (Off.)
(0674) : 2591099 (Res.)
ଫାକ୍ସ { (0674) : 2535100 (Off.)
(0674) : 2590833 (Res.)

ଇମେଲ୍- cmo@ori.nic.in

ନଂ. ୨୯୨

ଭୁବନେଶ୍ୱର

ତା. ୨୪/୦୨/୨୦୧୩

ମହାଶୟା / ମହାଶୟ,

ଆପଣ ଜାଣି ଖୁସି ହେବେ ଯେ ଆମ ଦେଶ ତଥା ରାଜ୍ୟରେ ପ୍ରଚଳିତ ମଧ୍ୟାହ୍ନ ଭୋଜନ କାର୍ଯ୍ୟକ୍ରମ ବିଶ୍ୱର ଏକ ସର୍ବବୃହତ ସମାଜମଙ୍ଗଳ ଯୋଜନା। ଭାରତବର୍ଷର ୧୨ ଲକ୍ଷ ବିଦ୍ୟାଳୟର ୧୨ କୋଟି ଛାତ୍ରଛାତ୍ରୀ ଏହି ଯୋଜନାରେ ଉପକୃତ ହେଉଥିବା ସମୟରେ, ଓଡ଼ିଶାର ୬୩,୬୭୩ ଗୋଟି ବିଦ୍ୟାଳୟର ୫୮.୨୨ ଲକ୍ଷ ଛାତ୍ରଛାତ୍ରୀ ମଧ୍ୟାହ୍ନ ଭୋଜନରେ ସାମିଲ ହୋଇଥାନ୍ତି। ରାଜ୍ୟର ସମସ୍ତ ସରକାରୀ ବିଦ୍ୟାଳୟ, ସରକାରୀ ଅନୁଦାନପ୍ରାପ୍ତ ବିଦ୍ୟାଳୟ, ମହାସ୍ୱା ଓ ଜାତୀୟ ଶିଶୁ ଶ୍ରମିକ ବିଦ୍ୟାଳୟ ଗୁଡ଼ିକ ଏହି ଯୋଜନାର ପରିସରଭୁକ୍ତ ଅଟନ୍ତି। ଗ୍ରୀଷ୍ମ ଅବକାଶ ସମୟରେ ମରୁଡ଼ି ପ୍ରପାତିତ ଜିଲ୍ଲାଗୁଡ଼ିକରେ ମଧ୍ୟାହ୍ନ ଭୋଜନର ସୁବିଧା ମଧ୍ୟ ଉପଲବ୍ଧ କରାଯାଇଅଛି।

ମଧ୍ୟାହ୍ନ ଭୋଜନ, ବିଦ୍ୟାଳୟରେ ଛାତ୍ରଛାତ୍ରୀଙ୍କ ଉପସ୍ଥାନ ବୃଦ୍ଧି କରିବା ସହିତ ବିଦ୍ୟାଳୟ ବାହାରେଥିବା ପିଲାଙ୍କୁ ବିଦ୍ୟାଳୟ ପରିସରଭୁକ୍ତ ହେବା ପାଇଁ ଆକୃଷ୍ଟ କରୁଅଛି। କୁପୋଷଣ ଓ ପୁଷିକାନ୍ତତା ଦୂର କରିବା ସଙ୍ଗେ ସଙ୍ଗେ, ମଧ୍ୟାହ୍ନ ଭୋଜନ, ଅନୁଗ୍ରହର ମହିଳା ଓ ମହିଳା ସ୍ୱୟଂ ସହାୟକ ଗୋଷ୍ଠୀଙ୍କ ପାଇଁ ନିୟୁତ୍ତି ଦୁର୍ଦ୍ଧି କରି ମହିଳା ସଶକ୍ତୀକରଣରେ ମଧ୍ୟ ସାହାଯ୍ୟ କରୁଅଛି।

ଆମ ରାଜ୍ୟରେ ସପ୍ତାହର ପ୍ରତ୍ୟେକ ସ୍କୁଲ ଦିବସ ପାଇଁ ନିର୍ଦ୍ଦିଷ୍ଟ ଖାଦ୍ୟ ଚାଲିକା ପ୍ରସ୍ତୁତ ହେବା ସହିତ କେତେ ପରିମାଣରେ କ୍ୟାଲୋରୀ ଓ ପ୍ରୋଟିନସ୍ତୁତ୍ତ ଖାଦ୍ୟ ପ୍ରାଥମିକ ଓ ଉଚ୍ଚ ପ୍ରାଥମିକ ବିଦ୍ୟାଳୟର ପିଲାମାନେ ଖାଇବେ ତାହା ସର୍ବଜନବିଦିତ କରାଯାଇଅଛି। ପିଲାମାନଙ୍କ ସ୍ୱାସ୍ଥ୍ୟକୁ ଦୃଷ୍ଟି ରଖି ଅଣ୍ଡା ଓ ସୋୟାବଟି ବିଆୟିକାର ବଦୋବସ୍ତ ମଧ୍ୟ କରାଯାଇଛି।

ସରକାର ପ୍ରତ୍ୟେକ ପ୍ରାଥମିକ ବିଦ୍ୟାଳୟରେ ପଢୁଥିବା ଛାତ୍ରଛାତ୍ରୀଙ୍କ ପାଇଁ ଦୈନିକ ୧୦୦ଗ୍ରାମ ଚାଉଳ ଏବଂ ଉଚ୍ଚ ପ୍ରାଥମିକ ବିଦ୍ୟାଳୟ ଛାତ୍ରଛାତ୍ରୀଙ୍କୁ ଦୈନିକ ୧୫୦ ଗ୍ରାମ ଚାଉଳ ମାରଣରେ ଯୋଗାଇ ଦେଉଛନ୍ତି। ୨୦୧୩-୧୪ ଆର୍ଥିକ ବର୍ଷ ପାଇଁ ସରକାର ଦୈନିକ ପଡ଼ି ମୂଲ୍ୟ ପ୍ରତ୍ୟେକ ପ୍ରାଥମିକ ବିଦ୍ୟାଳୟର ଛାତ୍ରଛାତ୍ରୀଙ୍କ ପାଇଁ ଦୈନିକ ଟ. ୩.୭୯ ଏବଂ ଉଚ୍ଚ ପ୍ରାଥମିକ ଛାତ୍ରଛାତ୍ରୀଙ୍କ ପାଇଁ ଟ. ୫.୬୫ ଖର୍ଚ୍ଚ ଧାର୍ଯ୍ୟ କରାଯାଇଅଛି। ଏହି ପଡ଼ି ମୂଲ୍ୟ ଟା ୦୧.୦୭.୨୦୧୩ ରିଖ ଠାରୁ କାର୍ଯ୍ୟକାରୀ ହେବ।

ମଧ୍ୟାହ୍ନ ଭୋଜନ କାର୍ଯ୍ୟକ୍ରମରେ ନିୟୋଜିତ ଥିବା ପ୍ରତ୍ୟେକ ରୋଷେୟା ତଥା ସହାୟକମାନେ ଟା. ୦୧.୦୪.୨୦୧୨ ଠାରୁ ମାସିକ ଟ ୧,୦୦୦/- ହିସାବରେ ମାନଦେୟ ପାଉଛନ୍ତି। ଏହି ମାନଦେୟ ସେମାନଙ୍କ ବ୍ୟାଙ୍କ ଆକାଉଣ୍ଟରେ ସିଧାସଳଖ ଜମା ହେଉଅଛି।

ବିଦ୍ୟାଳୟରେ ମଧ୍ୟାହ୍ନ ଭୋଜନ ପରିଚାଳନା, ପ୍ରସ୍ତୁତି, ପରିଚ୍ଛନ୍ନତା ଓ ତଦାରଖରେ ଆପଣଙ୍କର, ସ୍ୱୟଂ ସହାୟକ ଗୋଷ୍ଠୀର ଓ ଆପଣଙ୍କ ବିଦ୍ୟାଳୟ ଅଞ୍ଚଳର ପଞ୍ଚାୟତ ପ୍ରତିନିଧି ମାନଙ୍କର ଆବେଦନ ନିରାଡ଼ ଆବଶ୍ୟକ ଓ ଆମର କାମ୍ୟ।

ପିଲାମାନେ ବିଦ୍ୟାଳୟରେ ପୁଷିକର ମଧ୍ୟାହ୍ନ ଭୋଜନ ଖାଇ ହସି ଖେଳି ପାଠ ପଢ଼ିଲେ ଶିକ୍ଷା ଅଧିକାର ଅଧିନିୟମ, ୨୦୦୯ର ସଫଳ ରୂପାୟନ ହୋଇପାରିବ।

ଏହି ମହତ୍ତ୍ୱ ଯୋଜନାରେ ଆପଣଙ୍କ ସହଯୋଗ ଦେଖି ଗଠନରେ ଏକ ଗୁରୁତ୍ୱପୂର୍ଣ୍ଣ ଅବଦାନ। ମଧ୍ୟାହ୍ନ ଭୋଜନ ଯୋଜନାର ସଫଳ କାର୍ଯ୍ୟକାରୀତାରେ ମୁଁ ଆପଣଙ୍କ ସହଯୋଗ କାମନା କରୁଛି।

ଭୁବନେଶ୍ୱର
ତା. ୨୪/୦୨/୨୦୧୩
ସଭାପତି ବିଦ୍ୟାଳୟ ପରିଚାଳନା କମିଟି

ଆପଣଙ୍କର
ନବୀନ ପଟ୍ଟନାୟକ
(ନବୀନ ପଟ୍ଟନାୟକ)

..... ବିଦ୍ୟାଳୟ



RABI NARAYAN NANDA
MINISTER OF STATE (IND.)
School of Mass Education
Odisha



Office : 0674-2536948
Phone E.P.B.A.X. : 2193
Res. : 2539028

D.O. No. **1093** / MOSSME

BHUBANESWAR

Date **28.10.2013**

MESSAGE

Mid-Day-Meal is a noble implementation of the State Government to ensure Food Security in the School Campus along with attracting our children towards school education. When a child smiles it is multiplied and the Nation prospers. Hunger is basic need of every human being and a handful food is required daily of each individual to satiate his hunger. A Nation that stands out as progressive is presumed to be sufficient in food production. It is apprehended that the mushrooming growth of population, decrease in agriculture land and decrease in production, abnormal climatic changes all might contribute to creating severe food inadequacy and insecurity in the coming days. To mitigate this disaster, technology and scientific applications have been prioritized for sufficient food production. Our State Government, with a determined motive to achieve cent percent attendance in our schools has implemented this noble programme in the Government schools in Odisha.

The team spirit and support along with continuous meticulous involvement of each member is thoroughly required for success of the noble implementation. Wishing bright days ahead.

Ravi Nanda

(RABI NARAYAN NANDA)



FOREWORD

Mid day meal is one of the flagship programmes of Govt. of India, implemented by State Governments with the millennium objective of “No child shall be deprived of education because of food”. But if the food becomes poison then precious lives of children are lost and children not only quit mid-day meal but also the school campus. So sufficient precaution has to be taken to avert any such untoward incident. **Planning, Preparedness and Precaution** are the key words of the mid-day meal safety mantra. A little step of precaution will avert a Big Disaster. Hence, the mid-day meal Quality Protocol and Contingency Plan are the two good guides for the Students, Teachers, SMC members, Cook-cum-Helpers and Mother Committee members for ensuring Incident free & Accident free quality mid-day meal.

I am very sanguine that all stakeholders of this flagship scheme will benefit from it.

(Smt. Usha Padhee, IAS)
Commissioner-cum-Secretary



मध्याह्न भोजन योजना
Mid Day Meal Scheme

Mid-Day Meal is the largest school feeding program in the world. Approximately 54 lakhs children consume mid-day meal daily in 63,531 schools across the State. On an average 633.26 MTs of rice, 144.87 MTs of Dal, 88.92 MTs of Soya, 3.17 Qtls. of Oil and 193.07 MTs of Vegetable are being utilized daily for mid-day meal purpose. And the cooking of mid-day meal is being done by 1,33,349 Cook-cum-Helpers.

The ideal objectives of Mid-Day Meal are to (i) attract out-of-school children to schools, (ii) to retain the in-school children and (iii) to drive out class room hunger. Very precisely it is understood that mid-day meal means “NUTRITION FOR EDUCATION”. But lack of vigilance on the part of Cook-cum-Helpers & Teachers may lead to loss of precious lives of innocent children. With a view to preventing such Mid-Day Meal Mishap, a Contingency Plan needs to be in place. In case any contingency arises, the Standard Operating Procedure of the mid-day meal contingency plan has to be executed immediately.

1. Monitoring:

Regular and continuous monitoring is one of the guarantees to ensuring quality mid-day meal. Quarterly district Vigilance & Monitoring Committee Meeting, Monthly review meeting and regular school visit and mid-day meal check by authorities will keep everybody awake. (But there is no better substitute for community participation and community management for which SMC involvement, mothers' involvement and social audit are the best tools). The guidelines issued from this department vide letter No 504, 506 dt 22.05.2013 and letter No 187 dt 25.02.2013 may be referred to in this regard (**Annexure-1 & II**).

2. Health & Hygiene:

The ***Hand Wash Abhiyan and Mid-Day Meal Quality Protocol*** already circulated vide this office letter No 745 dt. 24.07.2013 (**Annexure-III**) to field functionaries must reach every school, every SMC member and be practiced in letter and spirit. The Multi Tap Multi Cap Innovative Practices for Hand Wash Hygiene and Iron + for Anemia Control are two safeguards for children's health. The guideline issued vide this office letter No 427 dt. 29.04.2013 may be followed in this regard (**Annexure-IV**).

3. Despite the precaution, if any untoward incident happens immediately the following steps may be taken to save the health & life of the children.

a) Food Poisoning:

- Food found to be contaminated, poisoned, stale or inedible shall not be given to the children. This food shall not be thrown in the open which may cause casualty of stray animals like dogs, cats, cows, crows etc. Instead, it shall be buried underground for decomposition without causing unhygienic condition in and around the school.
- The remaining ingredients of mid-day meal like Soya, Dal, Oil etc suspected to have caused food poisoning shall not be used further till it is examined and cleared by the competent authority.
- Sample of the food may be kept for laboratory testing and one sample may be sent to the Health Inspector of the locality for examination & report. If possible immediate arrangement may be made to give good quality Biscuit and Banana to the children. For incident of food poisoning an FIR is to be lodged for police inquiry. Apart from that a joint inquiry is to be conducted by the local Tahasildar or another Revenue Officer along with one Doctor to be appointed by the district Collector for the purpose.
- Any Student, Teacher, Cook-cum-Helper or Mother Committee Members complaining Nausea or vomiting after consuming mid-day meal shall be immediately taken to the nearby hospital for treatment. The cost of

transportation & treatment may be met out of Red cross funds of the district. For any Disaster with wide ramification Collectors can move G.A. Deptt. for Chief Minister's Relief Fund.

b) Fire Accident:

- Mid-Day Meal in the school is being cooked using either Fire Wood or Kerosene Stove or Gas Cylinder. For use of these three types of energy the cook-cum-helpers need to be oriented before its use.
- Fire wood shall not be kept near the chulla. It can easily catch fire and be hazardous to life and property in the school.
- The fire extinguisher shall be installed preferably near the kitchen.
- It may be reiterated that under no circumstances shall the kitchen shed be allowed to be constructed having fire prone materials.
- As a step of precaution the cook-cum-helper wearing sarees must be made aware of fire vulnerability and be advised to use Apron while cooking.
- Moreover, the telephone number of FIRE Station, Police Station & Hospital and Ambulance has to be written on the wall of the school very prominently in conspicuous places for emergency help.

- The Fast-Aid training need to be imparted to the teachers and students and a Video C.D is to be prepared and distributed to the school and a Fast-Aid Kit shall be always available in the school for emergency use. Where there is dinning space, the students be asked to sit and take MDM under the supervision of teachers. Cook-cum-helpers are to serve the meal to one & all. However, where student take MDM on buffet system, they should be asked to queue up in discipline manner & take MDM under the teacher's guidance. However, under no circumstances shall the children be allowed to go to open wall or pond for cleaning, washing or drinking.

c) Water Contamination:

- The principal medium for preparation of mid-day meal is water. After consumption of mid-day meal children take water, children wash hand before and after mid-day meal eating, utensils are washed in water, so water needs to be clean and potable. The source of water i.e. tube-well, open well, supply water need to be kept clean and hygienic, water used for cooking and drinking shall be potable and specially during monsoon authorities need to be extra vigilant
- The tube-well, open well etc. submerged in flood water need to be clean and cleared by the PHD/RWSS Department for reuse of the water. The telephone number of PHD/RWSS authority for repair and maintenance shall be written on the school wall.

d) Waste Disposal:

- Every day mid-day meal produces both Biodegradable Waste and Non-biodegradable Waste like vegetable peels, polythene, tetra pack, plastic bottle, left out food.



- The mode of disposal of mid-day meal waste of both kinds will vary from school to school and from rural to urban area. But one disposal system need to be in place like keeping it in a covered container and throwing it in the dumping yard, burying underground ,allowing the stray dogs and stray cattle to eat away the vegetable peels and left out foods etc etc. But under no circumstances the schools environment be allowed to be unhygienic.

Prevention is always better than Cure. A little precaution can avoid a measure MISHAP. So our appeal “LET US HAVE CARE, CONCERN & CAUTION FOR QUALITY MID-DAY MEAL”.



ANNEXURES

- ▶ **Annexure- 1 & II**
- ▶ **Annexure- III**
- ▶ **Annexure- IV**

ANNEXURE-I

**GOVERNMENT OF ODISHA
SCHOOL & MASS EDUCATION DEPARTMENT.**

No. 504 /SPMU. Date: 22/05/13
S&ME (MDM) - 325/2013

From

Sri Gangadhar Sahoo, OAS,
State Nodal Officer (MDM) &
Ex-officio Joint Secretary to Govt.

To

All Collectors-cum-Chairpersons.

Sub: Constitutions of District level Committee for Monitoring of MDM Programme.

Sir,

I am directed to enclose herewith the office memorandum duly received from Government of India Dtd.25.04.2013 regarding constitution of district level committee for monitoring of MDM programme and request you to constitute the committee at district level as per the terms and conditions of the office memorandum. Further, it is requested to circulate the memorandum to all members of parliament (**Lok Sabha & Rajya Sabha**) of your districts.

This should be treated as most urgent.

Encl: As Above.

Yours faithfully,


State Nodal Officer (MDM) &
Ex-Officio Joint Secretary to Govt.

Memo No. 505 /Dt. 22/05/13

Copy to all DPCs/ Nodal DIs for information and necessary action.


State Nodal Officer (MDM) &
Ex-Officio Joint Secretary to Govt.

GOVERNMENT OF ODISHA
SCHOOL & MASS EDUCATION DEPARTMENT.

No. 506 /SPMU. Date: 22/05/13
S&ME (MDM) - 325/2013

From

Sri Gangadhar Sahoo, OAS,
State Nodal Officer (MDM) &
Ex-officio Joint Secretary to Govt.

To

All Collectors.

Sub: Constitutions of Steering-cum- Monitoring Committee at District and Block level for MDM Programme.

Sir,

With reference to the subject cited above, I am directed to say that as per Para 3,5&7 of the guideline of National Programme of Nutritional Support to Primary Education, 2004, (Mid-Day Meal Scheme), District and Block level committees have to be constituted. The composition of District and Block level committees are enclosed as Annexure-I &II. These District and Block level committees should meet at least once in a quarter.

You are requested to notify and activate these committees immediately.

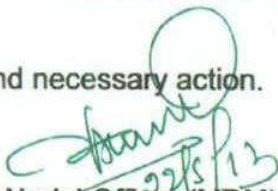
Encl: As Above.

Yours faithfully,


State Nodal Officer (MDM) &
Ex-Officio Joint Secretary to Govt.

Memo No. 507 /Dt. 22/05/13

Copy to all DPCs/ Nodal DIs for information and necessary action.


State Nodal Officer (MDM) &
Ex-Officio Joint Secretary to Govt.

ANNEXURE-II



ଶ୍ରୀମତୀ ଉଷା ପାଢ଼ୀ, ଭା.ପ.ସେ
କମିଶନର ଚଳା ଶାସନ ବୃତ୍ତି,
କିରୋଡ଼ସ୍ତ୍ର ଓ ଗଣଶିକ୍ଷା ବିଭାଗ, ଓଡ଼ିଶା
Smt. Usha Padhee, IAS
Commissioner-cum-Secretary to Government
School & Mass Education Department, Odisha



State Project Management Unit (MDM)

No. 187 / Dt. 25/02/13
S&M.E.(MDM)154/2012

To
All Collectors

Sub: Uninterrupted Quality Mid-Day Meal---Reg.

Madam/Sir,

MDM is one of the flagship programs of Govt. of India where State Govt. plays a pivotal role of partnership in terms of fund sharing, monitoring and reaching the desired benefits to the deserving beneficiaries.

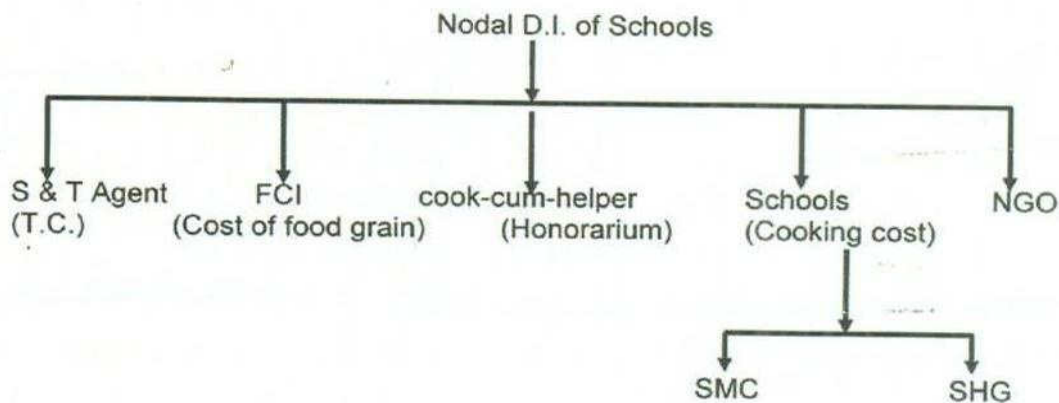
- ★ MDM not only addresses the issue of malnutrition and hunger but also enhances enrollment, attendance, retention and reduces the dropout rate.
- ★ MDM is administered for 232 school days in a year guaranteeing calorie intake of 450 gms. for primary students & 700 gms. for upper primary students. 12 gms. of protein intake for primary students & 20 gms. of protein intake for upper primary students. The table below reflects the calorie and cost norm for primary & upper primary students.

School	Food grain	K. Calorie	Protein intake (in gms.)	Cost of cooking items (Dal, Oil, Vegetable, Condiments, Fuel & Egg)
Primary	@100gm	450	12	Rs. 3.61
Upper Primary	@150gm	700	20	Rs. 5.39

Contd.

- ★ As regards fund management, it is informed that after transfer of MDM scheme from W&C.D. Deptt. to S&M.E. Deptt. w.e.f. 12.08.2011 the unspent fund available with respective DSWOs was also transferred to the respective Nodal DI of schools. The information on this account is at **(Annexure-1)**. In case the fund transfer has not taken place either from the DSWO or from the BDO it may be done at the earliest.

In the present system of fund flow, allotment goes to Nodal DI of schools who makes payment to Transport Agent, FCI, Cook-cum Helper, NGOs and schools on green channel i.e. E-transfer.



After interaction with some DI of schools, DPC, Headmaster, PRI and Media personnel, some issues relating to the MDM have come to the surface which need to be addressed.

1. **Uninterrupted MDM-** Nodal DI of schools to be strictly instructed to release funds to necessary individuals and institutions in time and more particularly ensure availability of a quarter's allotment in advance at school point. Further DI of school must monitor, supervise and clear U.C quarterly component wise. He should be convening monthly MDM review meeting under your chairmanship to avert and overcome any sort of hiccups.

Contd.

2. **Quality MDM-** MDM is not about filling up empty stomach of school children, instead it guarantees nutritious food containing requisite calorie & proteins as mentioned before. Quality MDM demands **safe drinking water, safe storage of food grains, continuous hand washing habit of children, cleaning of utensils, hygienic toilets, administration of IFA, deworming tablets & regular health check-up.** In this regard the convergence partners like RWSS, NRHM, Local NGOs and FCI who are playing important roles may be involved and called to the meeting for review and progress.

3. **Learning-** The most talked about area of concern is **quality of learning.** Even the evaluation agencies have also pointed out deterioration in the quality of learning. Some have attributed it to teachers' preoccupation in non-pedagogical activities including MDM.

It may be clarified here that MDM is given to help in learning & not hinder in learning process. Teachers in charge of MDM are not required to devote unnecessary hours to MDM. As per MDM guidelines teacher I/c of MDM is supposed to

- i) Receive food grain, make stock entry & issue the ration to SMC/SHG.
- ii) Receive allotment on E-transfer & withdraw for expenditure on cooking ingredients.
- iii) Provide the attendance data to SHG, SMC or cook-cum helper for the ration.
- iv) Supervise the hygiene process of cooking and taste the MDM before it is served to the children.
- v) Handover monthly data to CRCC or Nodal SI of schools for compilation at BRCC point.

All these activities should not take much of the time of teachers. In practice the teacher I/c of MDM gets engrossed in the MDM, maintains many registers, files, documents, vouchers etc.

Now it is made very clear that accounting & reporting has been streamlined. He / She is required to have one pass book, one cash book, one food grain stock register, one attendance-cum-MDM coverage format, one annual data format, one monthly data format for MDM & one for school health (Annexure- 2,3,4,5).

Contd.

So there is no need of meddling in vouchers, files, documents etc etc. and queuing up in DI office for squaring up the A/c & requesting for further release of funds. Copy of the filled in format which is very comprehensive may be kept at school point for record, audit and inspection.

4. **Monitoring Motivation and Recognition**- Last but not the least, constant monitoring, supervision & social audit have a definite bearing on the quality of MDM. Hence, it is suggested to hold regular review meeting and streamline supervision through CRCC, BRCC, SIs, DIs, DPC, DEO and Sub-Collector. Monitoring agencies like Nabakrushna Choudhury for Development Studies, BBSR, Dr. Parshuram Mishra Institute of Advanced Study in Education, Sambalpur and UNICEF will also be involved by the Department for evaluating the progress and performance of the Scheme. On the other hand the stakeholders of MDM need to be motivated to give their best. So the best school, best SHG, best SMC & best Cook-cum-Helper one from each category may be recognized at Block level for their good work and be awarded with **Madhyanna Bhojana Puraskar** in cash and certificate of recognition on 15th August of every year. Allotment of Rs. 5000/- each Block will be given to the Nodal D.I. of schools to meet the expenditure on this account out of MME fund.

MDM is a flag ship scheme in the Nation Building, fighting hunger, giving food security and helping in learning. So I am very hopeful that under your leadership and supervision MDM will scale new heights and make children smile & read.

Yours faithfully,


Commissioner-cum-Secretary



ANNEXURE-III



Government of Odisha

ଶ୍ରୀମତୀ ଉଷା ପାଡ଼ୀ, ଏ.ସ୍.ସେ

କମିଶନର ଚିଆ ଶାସନ ସଚିବ,
ବିଦ୍ୟାଳୟ ଓ ଗଣଶିକ୍ଷା ବିଭାଗ, ଓଡ଼ିଶା

Smt. Usha Padhee, IAS

Commissioner-cum-Secretary to Government
School & Mass Education Department, Odishaଉତ୍କଳ ଶିକ୍ଷା ସଂସଦ
Mid Day Meal Scheme
State Project Management Unit (MDM)No. 745 /SPMU., Date. 24/07/2013
S&ME (MDM) - 444/2013To
All Collectors.

Sub: Quality Mid-Day Meal Protocol.

Sir,

The Mid-Day Meal is the largest nutrition programme of the country. The objectives of MDM programme would be served, if students receive the quality food in hygienic conditions. Any deviation in this regard will have adverse impact on the health of the children. In Bihar, due to adulteration in MDM food, many precious lives have been lost. Lack of vigilance and monitoring on the part of duty bearers i.e. department officials, teachers, cook-cum-helpers etc. may lead to such unfortunate incidents anywhere. The role of SMC is also very critical to ensure the community monitoring. Though there have been series of instructions issued by government from time to time, it is felt that a detailed quality protocol is necessary for streamlining the MDM. In this background a quality protocol is enclosed to guide you for better vigilance and due diligence. I request you to immediately convene MDM meeting at district level and discuss all the points of protocol for strict compliance. This information is to be circulated at every level and discussed in detail to ensure adherence to the protocol.

Any feedback or suggestions can be communicated to the undersigned or to State Nodal Officer (MDM) (Sri Gangadhar Sahoo, OAS, Telephone No. 0674- 2393923 (O) and Mobile No. 9438423585)

Yours faithfully,

Encl: As above

23/7/13
Commissioner-cum-Secretary

School & Mass Education Department, Odisha, State Project Management Unit (MDM), SRC Building, 1st Floor, Unit-V, Bhubaneswar
Off: 0674-2393923, 2396903, E-mail: snomdm@gmail.com

"Nutrition for Education"

MDM Quality Protocol

1. Transport of Material:

- a) Rice qualifying Fare Average Quality standards shall be lifted from FCI,
- b) One designated officer by Collector shall assess the quality and quantity and acknowledge the receipt of food grains.
- c) Lifting is to be need based on monthly basis instead of bulk lifting to avoid congestion and damage.
- d) Transport agent to make delivery of rice to the Head master after proper weighment in presence of Headmaster, other teachers or SMC members.
- e) In case of deviation from quality or quantity norm i.e. when the rice is below FAQ standard, discolored, mixed with foreign materials like pebbles and moisture level is more, the headmaster shall refuse to receive the stock under intimation to higher officials including Collector of the District. In case of non-response, they can directly inform the Department on Toll Free No.18003456722.

2. Local Procurement:

- a) Dal, Soya Chunk, Iodized Salt, Condiments and Cooking Oil shall be purchased locally on a weekly basis in packets and not in loose quantity.

- b) Eggs are to be procured on the day of Consumption or one day before. The quality of eggs is to be checked by dipping in the water. Rotten eggs do not sink. They float in the water but good quality eggs sink and lie flat at the bottom. Rotten eggs are to be discarded.
- c) Vendors name / address / details may be kept on record.

3. Storage Safety :

- a) All storage containers / Bins shall be super scribed MDM.
- b) Dal, bodi, soya chunk, oil shall be stored in air tight container.
- c) Only clean containers should be used for storing MDM materials.
- d) Storage area shall be free from rats,/ rodents/, pests/, spider webs, cockroaches etc.
- e) No medicine / chemicals / Fuel wood / disinfectants shall be kept in the store house.

4. Kitchen Safety :

- a) All kitchens shall be cleaned and white washed within 15 days on a campaign mode. Floors, Ceilings and Walls shall be regularly cleaned. For this purpose School Improvement Grant and Repair/ Maintenance grant under SSA can be utilized.

- b) Foodstuffs preparation and service areas should not be near the toilets/ Bathrooms.
- c) General villagers, suspicious persons who are not on monitoring duty shall not be allowed inside the kitchen.
- d) Cooking utensil shall be washed before cooking and after
- e) Food waste and other waste materials shall be properly disposed off to avoid un hygienic conditions in and around kitchen.
- f) Vegetable must be washes properly before cooked.
- g) The instruction for safe, ventilated kitchen shed construction sent vide this office letter no508/SPMU, dt. 22/05/2013 shall be adhered to (Copy enclosed).

5. Personal Hygiene :

- a) The cook-cum-helper must wash hands properly, frequently and at the appropriate times. As far as practicable hand wash shall be encouraged with soap.
- b) Cook-cum-helper shall keep finger nail regularly trimmed and avoid finger nail polish
- c) Her hair to be combed and properly tied. SMC should provide a Kitchen Apron to cook-cum-helper out of SIG of SSA (**Sample Design enclosed**).

- d) Cook-cum-helper having contagious / infectious diseases / open wounds shall be barred from cooking till she recovers
- e) Cook-cum-helper shall not chew tobacco, betel, khaini etc. during the schooling hours.
- f) Food to be tasted must be taken in spoon not in hands.
- g) Multi tap water source and Multi bottle hand wash liquid (Multi tap and Multi cap hand wash Abhiyan) must be encouraged in all schools.

6. Consumption Safety :

- a) Clean water shall be used for cooking, drinking and washing.
- b) Cook-cum-helper shall be vigilant about the cleanliness and hygiene before cooking, after cooking, during cooking, during serving of the meals and till the utensils are washed and stored again.
- c) Every day the Ration is to be checked by Head Master before it is given to the cook-cum-helper.
- d) Every day the cooked food is to be taste checked by two teachers and cook-cum-helpers before it is served to the children. The test checking teachers and cook-cum-helper shall sign on the register maintained for the purpose on daily basis.

- e) One member from SMC/ Mothers Committee/ Parents to be invited to come to school, however inspect MDM and taste the cooked food. A Roaster has to be prepared in this regard which is mandatory.

It is the Headmaster who will take personal diligence to supervise the quality, quantity, health & hygiene with regard to Mid-Day Meal and be responsible for lapses.

7. Five non-negotiable rules for Mid-Day Meal is to be displayed.

THE MDM PANCHANIYAM i.e.

- 1) Safe, Clean and Hygienic Ambience.
- 2) Safe, Nutritious and Hygienic cooking and Consumption.
- 3) Hand wash before and after food.
- 4) No gender/ social discrimination.
- 5) Safe drinking water.

8. Any complaint on MDM, report to 18003456722 (Toll Free).

N.B.This above message has to be written in odia on the school wall in conspicuous location (At least 5'x 4') and the School Improvement Grant of Sarva Sikshya Abhiyan can be used for this.

9. There are also few schools who have become models in managing MDM Program. Such initiations should be recognized and encouraged. This is communicated in Letter No. 427 Dt.29.04.2013. MDM Puraskar will be considered for excellent management of MDM in the state.

Above protocol is illustrative and not exhaustive. Any innovative steps to enhance the quality of MDM program will be highly appreciated.

Sd/-

Commissioner-cum-Secretary





ANNEXURE-IV



ଶ୍ରୀମତୀ ଉଷା ପାଢ଼ୀ, ଭ.ସ୍.ସେ
 ଜମିଶୁଳକ ତଥା ଶାସନ ସଚିବ,
 ବିଦ୍ୟାଳୟ ଓ ଜଣଶିକ୍ଷା ବିଭାଗ, ଓଡ଼ିଶା
Smt. Usha Padhee, IAS
 Commissioner-cum-Secretary to Government
 School & Mass Education Department, Odisha



ଜାତୀୟ ମଧ୍ୟାହ୍ନ ଭୋଜନ
 Mid Day Meal Scheme
 State Project Management Unit (MDM)

No. 427 /SPMU., Date. 29/04/2013
 S&ME(MDM)-444/2013

To
 All Collectors.

Sub:- Best Innovative Practices in Mid-Day Meal Programme.


Madam/ Sir,

1. Enclosed please find the documentation of some of the best innovative practices in Mid-Day Meal for adoption in your district.
2. You are further requested to send a write-up on any success story on MDM & other innovative practice in use in the schools of your district for publication in the Annual Mid-Day Meal Magazine.
3. I am again to remind you that vide this office letter No. 187 dt. 25.02.2013 it has been communicated that Madhyan Bhojan Puraskar would be given on 15th Aug, or 26th January every year.
4. Therefore, I request you to generate awareness on MDM by conducting Song, Dance, Art, Debate, Essay competition on MDM awarding the best SMC, best SHG, best Cook-cum-Helper for their role in MDM.

Your feedback would help in serving quality mid-day meal better.

Encl: PowerPoint Presentation.

Yours faithfully,


 Commissioner-cum-Secretary

Memo No. 428 Dt. 29/04/2013

Copy forwarded to all D.I of Schools & DPCs for information and follow-up action.


 State Nodal Officer (MDM) &
 Ex-Officio Joint Secretary to Govt.

School & Mass Education Department, Odisha, State Project Management Unit (MDM), SRC Building, 1st Floor, Unit-V, Bhubaneswar
 Off: 0674-2393923, 2396903, E-mail: snomdm@gmail.com

"Nutrition for Education"

Hand Wash Abhiyan

- For hygiene of students hand wash Abhiyan has been taken-up in all schools. Health and hygiene, both contribute to the nutrition of students. **A bar of soap or A bottle of hand wash liquid** is very insufficient to cater to the need of hand washing and dish cleaning of so many students within the lunch break. So the disposed off, the thrown away cold drinks plastic bottles have been collected. Two to three small holes have been made on the cap of the bottle. The hand wash liquid (Dettol or lifebuoy) purchased from the market is diluted with the water and 20 to 30 plastic bottles filled with diluted hand wash liquid are kept ready for use by 200 children or students.



Benefit:

- It is cost effective.
- It save the time of the children
- It reduces the rush and congestion among the students.
- It ensures protection of environment by re-use of the plastic bottles.

Multi-Tap Water Source

Children need water for drinking purpose and washing purpose while taking mid day meal. But a school having a

single tube-well or a single tap-water source can not serve the above purpose for 100 or more children. The innovative device of multi-tap water source at the tube-well point or at the pipe source point has been introduced with little expenditure of a plastic pipe, few taps and if required a rubber pipe. With the help of this rubber pipe the multi-tap water source can be installed in any suitable place.

Benefit:

- It is cost effective.
- It save the time of the children
- It reduces the rush and congestion among the students.
- It is so flexible that with a pipe the multi-tap water source can be extended from the water source to any convenient place.



Mid Day Meal Observation Register

Every school is supposed to maintain a Mid-Day Meal Observation where in any visitor, supervisory officer , PRI members, SMC members , Media person can leave their remark on Mid-Day Meal of the School. The observation would be red-out in the SMC meeting for improvement of mid-day meal quality and transparency.



Benefit:

- It is a tool of transparency of mid-day meal
- It is a tool of mid-day meal social audit.
- It helps to improve the quality of mid-day meal

Sishu Khadya Mantri & Sishu Swasthya Mantri

Every school is supposed to have a school cabinet where in one Sishu Khadya Mantri and one Sishu Swasthya Mantri look after the food and health of the children in the school. On behalf of



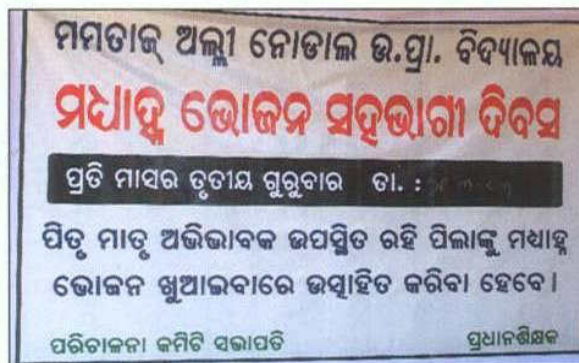
the children the two child Ministers share their views on food and health after the prayer class is over while addressing the teachers and the taught.

Benefit:

- It ensures involvement of the children and active participation
- It boosts the confident of the children
- It makes a check and balance system for transparency.

Inclusive Dinning

Every school is supposed to observe the **Madhyan Bhojan Sahajog Divas** on the SMC day i.e. the



day on which the School Managing Committee holds the Managing Committee holds the meeting. On the said day the parents are also invited. Many children with special needs are invariably present on the day. During consumption of mid-day meal the mothers of the CWSN remain present and feed the Autistic child and the MR child also.

Benefit:

- Inclusive dinning definitely helps inclusive education.
- Inclusive dinning pre-supposes mothers participation.

Observance of Happy Birth Day

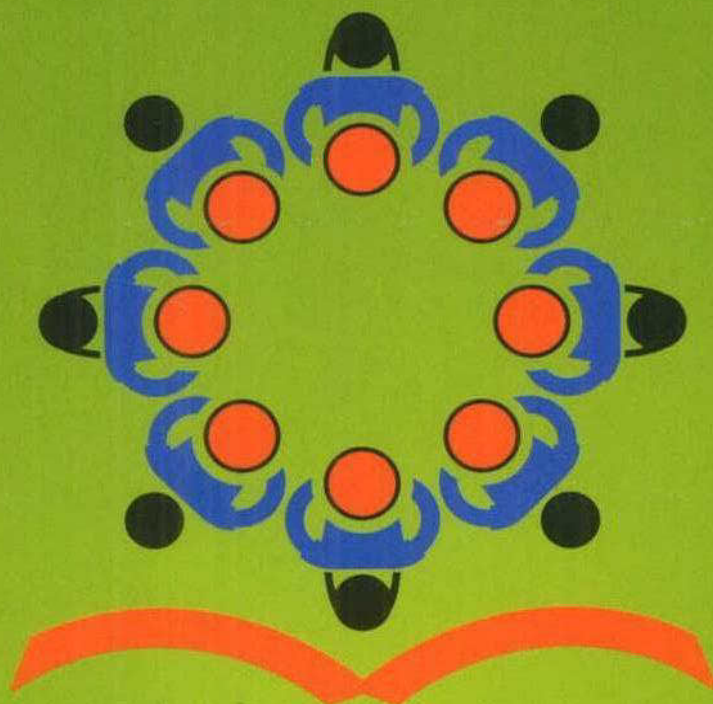
- Observance of Birth day of a child is an occasion which give happiness, recognition & self-confidence to a child.
- It cements friendship further.
- It is suggested to encourage observance of Happy birth day of any child where the parents request the school by contributing to the quality or quantity of Mid-Day Meal during the MDM lunch break.
- Art, Song, Dance, Essay, Debate competition on MDM amongst the Teachers, children, SMC, WSHG, Parents, Cook-cum-Helper and giving their prize & recognition.



Contingency Plan for Management of Mid-Day Meal Scheme







मध्याह्न भोजन योजना
Mid Day Meal Scheme

State Project Management Unit (SPMU)

SRC, Building, 1st Floor, Unit-V
Backside of OPEPA, Bhubaneswar-751001

E-mail : snomdm@gmail.com

Ph.: 0674-2393923, 2396903