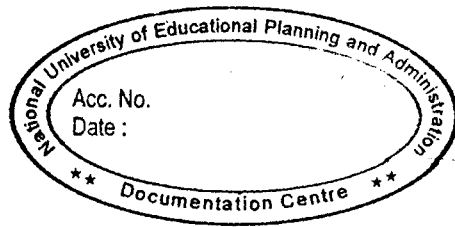


**BRIEF NOTE ON MONITORING
INSTITUTIONS' ACTIVITIES UNDER
SARVA SHISKHA ABHIVAN
(As on 30-06-2008)**

***8th Joint Review Mission of SSA
(July 2008)***



Department of School Education & Literacy
EE Bureau

Sub: 8th Joint Review Mission- A brief note on Monitoring Institutions' activities under Sarva Shiksha Abhiyan.

Sarva Shiksha Abhiyan (SSA) is an initiative of the Government of India to achieve the goal of Universalisation of Elementary Education. For successful implementation of the programme, an effective monitoring system is essential. Monitoring is very important for any programme and it is required on continuous basis. The Ministry felt it would be more fruitful to involve professional institutions in this task. Accordingly the Department of School Education & Literacy during the year 2003-2004 had identified key monitoring institutions to monitor the implementation of the programme in the States/ UTs.

2. During the year 2005-06 it was decided to **revamp the system** so that the MIs are fully aware of the areas that needed to be covered in their concurrent monitoring reports and the outputs are relevant, pointed and factually based. To facilitate this revision a meeting of MIs was held on 12.07.2005 at New Delhi. Based on the discussion, a draft TOR was prepared. The broad highlights of the revised TOR (2006-08) were also shared with State Education Secretaries in a meeting held on 22-23rd September, 2005 at New Delhi. Their suggestions were incorporated in the revised TOR (2006-08), which were again discussed with the monitoring institutions in a meeting held on 14.12.2005 at New Delhi. The revised TOR (2006-0) were accepted by the MIs and approved by the Ministry. **The Salient features of the Revised Terms of Reference (TOR)(2006-08) are given below:**

- The Monitoring institution will be engaged for a 2 year period.
- The scope of work will now include MDM and KGBV in addition to SSA
- 5% of Elementary Schools /EGS/AIE centre will be visited during period of two years. Viz. 2006-07 and 2007-08
- There will be six monthly reports covering 25% of the number of Districts allotted to the Monitoring Institutes.
- The Costing has been revised
- The tasks have been detailed.
- The SPO & DPO must share latest physical, financial progress with MI as per TORs.
- Monitoring Institutions will furnish their six monthly reports to SPO and GOI

3. As per the revised TOR (2006-08) the monitoring institutions were required to sign a MOU with GOI to under take monitoring activities in the States/UTs, for a period of two years (2006-08). The revised TOR are operative with effect from 1st April 2006. **41 Monitoring Institutions have already signed the MOU with the Ministry.**

4. According to the revised TOR (2006-08), the Ministry has received 149 half yearly monitoring reports covering 536 districts during the year 2006-07 and 2007-08 covering all the 35 States/UTs by the 41 Monitoring Institutions. The Ministry has started follow-up action on the report submitted by MIs.

5. The revised TOR for the year 2006-08 has expired on 31-03-2008. Hence the Ministry has prepared revised TOR for the year 2008-2010. A copy of the same is enclosed at **Annexure-I**. The Ministry has written to 38 MI's selected on the basis of their performance to sign the MOU to carryout monitoring work w.e.f. 1st August 2008. The List of 38 MI's is enclosed at **Annexure-II**. The Ministry has started the process to select new MI's in place of 3 MI's whose performance was not found satisfactory in case of State of Tamil Nadu, Jharkhand, and Nagaland.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) made on _____ day of _____ Month _____ 2008 between the Ministry of Human Resource Development, Department of School Education & Literacy, Shastri Bhavan, New Delhi and _____ (name of Monitoring Institute with full address).

2. Ministry of Human Resource Development, Department of School Education & Literacy, Shastri Bhavan, New Delhi – 110115, hereinafter referred to as Government of India (GOI), agreed to engage _____ (name of Monitoring Institute with complete address), hereinafter referred to as Monitoring Institute (MI), for monitoring implementation of SSA Programme including National Programme for Education of Girls at Elementary Level, Mid-day-Meal Scheme and Kasturba Gandhi Balika Vidyalaya Scheme, hereinafter referred to as Schemes, for two years from 1st August, 2008 to 31st July, 2010. The agreed terms and conditions of this engagement are detailed hereinafter.

3. The MI shall monitor the Schemes with objective of (i) Assessing the progress of implementation of approved plans (ii) Sample check progress and (iii) Verify the process and procedure for implementation

4. The MI shall cover about 5% of Elementary schools/EGS/AIE Centres in all the districts allotted to them during the period of two years. Where the number of schools in District is less, the MI can cover more than 5% of the schools to make the coverage truly representative. The MI shall visit at least 1% of the Schools in the chosen Districts within one month of the start of academic year. The MI shall visit 25% of the number of Districts allotted to them in a period of six months, thus covering all the Districts allotted to them in a period of two years. MI will give emphasis on close monitoring of Special Focus Districts notified under the SSA Programme based on performance of disadvantaged groups in population, gender gaps and deficient in school infrastructure (SFD's are clarified from year to year. Updated list can be obtained from TSG, Ed. CIL, New Delhi).

5. The tasks to be undertaken by the MI shall include obtaining information from the State Project Office (SPO), the District Project Office (DPO) and furnishing report on the basis of the field visits on all the activities listed below: -

- i) Opening of Schools
- ii) Civil Works
- iii) Text-books
- iv) School grants

- v) Teachers and Teacher Training
- vi) Teaching learning material grants
- vii) EGS & AIE/NRBC/RBC
- viii) Children With Special Needs
- ix) National Programme of Education for Girls at Elementary Level
- x) Kasturba Gandhi Balika Vidhyalaya
- xi) District Information System for Education
- xii) Research and Information
- xiii) Functioning of VEC
- xiv) Staffing at State and District level
- xv) Mid-day-Meal Scheme
- xvi) Outreach of primary/upper primary educational facilities to SC, ST, Minority groups and to girls as well, especially in special focus districts.

6. Terms of Reference for this engagement are enclosed.

7. The MI shall submit half yearly reports in respect of their activities undertaken during the previous six months covering 25 percent of districts allotted to them. The MI shall submit their half-yearly reports to SPO and GOI latest by 31st January and 31st July. If any other Institute has been identified as Lead Institute or as a National Nodal Institute a copy of the report shall also be submitted to them.

8. If the MI is identified as a Lead Institute then it shall collate the data in respect of the entire State and submit a consolidated six monthly report in respect of the State to SPO and GOI.

9. The GOI shall pay the MIs as per the costing detailed below: -

- (i) The man-days assessed, as requirement for carrying out this activity per district would be 50 days for the visits including the visits to SPO, DPO and field visits in the districts. The payment of remuneration for man-days would be Rs. 1000/- per man day. Also an overhead charge of Rs. 25,000/- per district for two years would be provided. Thus the MI would be entitled to an amount of Rs. 75,000/- (50 x Rs. 1000 + Rs. 25000) per district for two years.
- (ii) In addition 15 man-days would be given for preparatory work and preparation of monitoring report every six months. Thus for a period of two years the number of man-days for this preparation and reporting writing would be 60 and the payment would be Rs. 60,000/- (60 x Rs. 1000).

- (iii) In respect of MI allotted additional Union Territories, additional payment would be done on the above analogy.
 - (iv) The MI identified, as Lead Institute will be paid an additional remuneration of Rs. 10,000/- per year.
 - (v) The representative of the MI undertaking the tours to the SPO/DPO/field will be entitled to claim TA/DA as per the rules of the MI provided they do not avail the transport or hospitality of the SSA authorities. The TA/DA can be paid by the Monitoring Institute from the grants released by the Government of India and can be claimed as expenditure while seeking further release of grants. TA/DA claims need to be substantiated with a TA/DA claim in the prescribed format together with all related bills in original.
10. The details of the terms of payment by GOI will be as follows: -
- (i) The Government of India would initially pay 50% of the entitled amount per year to the MI as first installment for the year 2008-09.
 - (ii) Balance of 50% of the entitled amount of the first year will be paid if the MI incurs expenditure of 75% of the amount released as first installment and furnishes the expenditure statement to GOI duly certified by the Finance Office/Registrar of the MI.
 - (iii) The first installment for the year two will be paid on receipt of both half yearly reports of the previous year and statement of expenditure of at least 75% of the 2nd installment of the previous year duly certified by the Finance Office/Registrar of the MI.
 - (iv) The GOI shall release the second installment of the year two only after the MI submits the report due on the 31st October for the districts assigned to them and also furnish the audited account and Utilization Certificates duly certified by Chartered Accountant and Finance Officer/Registrar of the MI for the funds released in the previous year.
 - (v) GOI will not be liable to make payments towards costs incurred for MI reports submitted beyond one month of the due date.
11. This MOU can be annulled at any time by both the sides by giving a notice of two months, giving the reasons for such action to the other.
12. In the event of any question, dispute or differences arising under or out of or in connection with the activities as above and as detailed in the Terms of Reference to the

Monitoring Institutes, the same shall be referred to the Secretary, School Education & Literacy or to any other person appointed by him.

Agreed and Accepted.

(Signature)

(Rubber Stamp)
Authorized Signatory
Monitoring Institutes

(Signature)

(Rubber Stamp)
Under Secretary
Department of School Education & Literacy
Ministry of Human Resource Development
Shastri Bhavan, New Delhi

TERMS OF REFERENCE TO THE MONITORING INSTITUTIONS UNDER THE NATIONAL SARVA SHIKSHA ABHIYAN PROGRAMME

I. Objectives:

1. Assess the progress of implementation of approved plans at District level and State level
2. Sample check progress in achievement of some key outcome indicators.
3. Verify process and procedures undertaken for implementation of SSA.

II. Scope of Work

The programme to be covered are:-

1. Sarva Shiksha Abhiyan including National Programme for Education of Girls at Elementary Level and the Kasturba Gandhi Balika Vidyalaya Scheme
2. Mid-day meal scheme

III. Scale of work:

The Monitoring Institution (MI) will cover about 5% of elementary schools/EGS/AIE centres in the districts allotted to them during a period of two years. The first two years will be 2008-09 and 2009-10. During this period approximately 55,000 schools across the country will be covered. The number would vary from district to district. In districts where the number of schools is less, then the Monitoring Institutes can cover more than 5% so as to have a sample, which is truly representative. At least 1% of the schools should be visited within one month of the start of academic year (while most of the States start their academic year in June/July there are a few States with academic year starting in January/April). Since all the districts allotted to MI would be covered in two years, the MI would cover 25% of the number of districts allotted to them in a period of six months. Districts should not be duplicated. The MI should give emphasis on close monitoring of Special Focus districts notified under the SSA. The list of special focus districts is freshly notified every year and is available at Technical Support Group, Educational Consultants India Limited (Ed.CIL), 10-B, IP Estate, New Delhi - 110 002.

IV. Reports:

The institutes would submit half yearly reports in respect of their activities undertaken during the previous six months. The district-wise break-up of the number of Govt. Elementary Schools (including those run by Panchayat, Municipality or NGOs etc.) in the 25% of District and the number of them actually visited be indicated. This would establish percentage of schools visited. The Institutes would send their reports to SPO at the draft level and after discussions, finalize their reports. The SPO, on receipt of the draft report would give their comments immediately. If the MI receives no comments within a month, the MI can finalize the report. The final Report will thereafter be sent to SPO with a copy to GOI, so as to reach SPO and GOI, latest by 31st January & 31st July respectively, every year. The Reports will be addressed by name to the SPD of SSA in the State/UT and copies endorsed to In-Charge Consultant (Monitoring Institutes) SSA, Technical Support Group, Educational Consultants India Limited (Ed.CIL), 10-B, I.P. Estate, New Delhi - 110002 (email: monitoring.tsg@gmail.com) and the designated Under Secretary, In-Charge Monitoring Institution, Department of

School Education & Literacy, Shastri Bhawan, New Delhi - 110001 by name (Presently, Shri Ravi Chand, US, email: ravichand.edu@sb.nic.in)

V. Lead Institute:

Generally only one Institute is assigned to do Monitoring of the activities of a State under SSA. However, in respect of larger States there is more than one Institute allocated as Monitoring Institutes in order to cover the large number of districts. In respect of such States, one of the MI identified as the lead MI. The copies of monitoring report of other institutes in such States will be sent to the lead MI in a mutually agreed time schedule. It will be the responsibility of the lead MI to collect the data in respect of the entire State and submit a consolidated six monthly report in respect of the State to the GOI and to the SPO. Additional remuneration to lead institute for this purpose, would be provided.

VI. Man days and Costing:

The man days assessed as requirement for carrying out this activity per district would be 50 days for the visits (to the State Headquarters, District Headquarters and field visits) for two years. The payment of remuneration per mandays would be Rs.1000/-. Also an overhead charge of Rs.25,000/- per district for two year would be provided. Thus an amount of Rs.75,000/- (50x1000+25000) for 2 years per district would be paid.

In addition 15 mandays would be given for preparatory work and preparation of monitoring report every six months. Thus in a period of two years the number of mandays for this preparation and report writing would be 60 and the payment would be Rs.60,000 (60x1000) to MI in respect of all districts in a State allotted to them.

In respect of MIs allotted additional UTs, additional payment will be made on the above analogy.

In addition the representatives of the Monitoring Institutes undertaking the tours to State Headquarters/District Headquarters/Field visits will be entitled to TA/DA as per the rules of the Monitoring Institutes provided they do not avail the transport or hospitality of SSA authorities. The TA/DA can be paid by the MI from the grants released by the Government of India and can be claimed as expenditure while seeking further release of grants. For claiming TA/DA, each MI is required to submit TA/DA claim in a prescribed form together with all related bills in original.

The remuneration to be paid to the lead Monitoring Institutes will be Rs.10,000/- per annum.

The Government of India would initially pay 50% of the entitled amount per year to the MI as first installment. The MI will furnish the expenditure statement to Government of India in respect of this amount duly certified by the Finance Officer/Registrar. The second installment of 50% for the year could be claimed only after at least 75% of the first installment amount released has been incurred as expenditure.

1st installment for year two, will be released on the basis of receipt of both half yearly reports of previous year and 75% expenditure of 2nd installment of the previous financial year. 2nd installment of year two, would be released only if the MI

	primary level and Rs.50,000 per school at upper primary level have been received by VEC/SMC? If yes, what items have been purchased for schools?	maintained by the school.
(viii)	Whether any guidelines have been issued either by SPO and or DPO for the items to be provided for the new school under this grant?	Copy of circular/orders to be obtained from SPO and DPO. A copy of the instructions be enclosed along with MI report.

(b) Civil Works:

(i)	What are the targets (including spillover) for construction of school buildings, additional classrooms, drinking water, toilets, BRCs/CRCs and other items like rain water harvesting etc. for the current financial year and what is the progress till the previous quarter?	Information is to be obtained from SPO along with district-wise break-up. SPO to furnish item-wise progress: completed works, works in progress and works not started. To be updated at the DPO for districts being visited by MI.
(ii)	Sample check by MI, of civil works in a district, so that each category of civil works is covered in the samples to verify actual status by visiting the construction site and variance if any, between reporting and actual may be indicated.	To be checked on the spot with assistance of VEC/SMC and School Teachers.
(iii)	Whether SMC/VEC has been trained by technical persons for execution of civil work?	To be verified on the spot with assistance of VEC/SMC and School Teachers (sample as in (ii) above).
(iv)	Whether community manual for civil works has been prepared and is available with VEC/SMC?	To be verified on the spot with assistance of VEC/SMC and School Teachers (sample as in (ii) above).
(v)	In the school buildings being constructed (new schools as well as building less schools), whether a ramp is being constructed?	To be verified on the spot with assistance of VEC/SMC and School Teachers (sample as in (ii) above).
(vi)	Is VEC/SMC keeping a separate account of funds and materials for construction?	By physical verification by the MI in respect of construction sites visited (sample as in (ii) above).
(vii)	Who is designated for Technical Supervision for civil works? What level (Block/District/Sub-District)?	To be obtained from the SPO/DPO and then verified on the field with VEC/SMC and School Teachers (sample as in (ii) above).
(viii)	The number of times the technical person visited the construction site and guided the construction process? Did he visit at the foundation stage, lintel and roof stage?	To be verified on the spot with assistance of VEC/SMC and School Teachers (sample as in (ii) above).
(ix)	If there any convergence with Swajaldhara	Status to be obtained from SPO

submits the report due on 30th September for the districts assigned to them and also furnish the audited accounts and utilization certificate duly certified by the Chartered Accountant and FO/Registrar for the funds released in the previous year.

VII. National Level Nodal Institute

As and when a Nodal Institute is selected for National level collation, compilation and analysis of reports of all the MI in respect of all States and Union Territories, the MI would provide copies of their reports to such institute.

VIII. Tasks

The Monitoring Institutes will obtain information on the following areas and include them in their report.

(a) Opening of Schools (both primary and upper primary):

(i)	What is the number of schools sanctioned in the current financial year in the state (including spill over) district wise and how many of them have been opened district wise?	Information is to be obtained from the State Project office of SSA and to be updated by DPO in respect of the districts visited by MI.
(ii)	Has the land for construction of the school been identified?	Information to be obtained from DPO and sample check to be carried on the spot with the assistance of VEC/SMC and School Teacher.
(iii)	Whether VEC/SMC etc. have received any funds for construction of the school.	Information to be obtained from DPO and sample check to be carried on the spot with the assistance of VEC/SMC and School Teacher.
(iv)	Has the construction started and what is the stage of construction (foundation, lintel and roofing etc.)?	Information to be obtained from DPO and sample check to be carried on the spot with the assistance of VEC/SMC and School Teacher.
(v)	Number of Teachers sanctioned for the new schools (including spillover) to be opened in the current financial year? Have sanctions been issued for these or not? District-wise information of the number of posts sanctioned and appointments made?	Information to be obtained from SPO.
(vi)	Have Teachers been put in position in new schools in District visited?	Updated information to be obtained from DPO. Sample check to be carried out on the spot in respect of new schools visited by MI.
(vii)	In the new schools visited by MI whether one-time grants of Rs.20,000/- for Teaching and Learning equipments at	To be verified on the spot from the Bank passbook of VEC/SMC etc. and expenditure statement

	and Total Sanitation Campaign (TSC) taking place in respect of drinking water facilities provided in the schools visited by MI? The quantum of funds utilised from Swajaldhara and TSC and SSA in the sites visited?	updated at DPO in districts visited by MI. To be verified on the spot with assistance of VEC/SMC and School Teachers (sample as in (ii) above).
(x)	Whether construction of drinking water facilities in schools is being carried out by a specialized Agency or VEC/SMC?	To be verified on the spot with assistance of VEC/SMC and School Teachers (sample as in (ii) above).
(xi)	Is there any convergence with Total Sanitation Campaign (TSC) taking place in respect of toilet facilities in the schools? The quantum of funds available from TSC and SSA in the sites visited?	Status to be obtained from SPO updated at DPO in districts visited by MI. To be verified on the spot with assistance of VEC/SMC and School Teachers (sample as in (ii) above).
(xii)	What is MI's impression of quality construction in sites visited by MI?	To be assessed on the spot. (sample as in (ii) above).
(xiii)	Is there a civil works in charge at SPO level? Is it an engineering person or other? What format & frequency does he maintain for reviewing progress of districts? What steps has been taken by SPO to ensure quality in civil works? Is there a third party evaluation? If so, please give details?	Status to be obtained from SPO and to be verified from schools visited by MI.

(c) Textbooks:

(i)	Total number of children (district-wise) to whom free textbooks are distributed in the State with a particular reference to SC/ST/Girls? Which category of children are receiving free textbooks from SSA funds and State Government funds?	Information to be obtained from SPO and to be updated from DPO in respect of Districts visited by MI.
(ii)	When were the textbooks actually received and distributed in the district? Any instruction/circulars received from the SPO office in this respect?	Information is to be obtained from DPO of district visited by MI. A copy of the circular/instructions issued by SPO to DPO in this respect be enclosed along with the Monitoring Report.
(iii)	Is there any delay in distribution of the textbooks (textbooks are to be distributed within one month of opening of the schools)? If there was delay, the reasons for the delay. Indicate the date of distribution and date of opening of schools in the district visited.	To be verified in the schools/EGS/AIE centres visited by MI. Reasons for delay be verified at DPO and SPO by MI.
(iv)	Whether free textbooks have been distributed for all subjects and for all classes and to all eligible children?	To be verified in the schools/EGS/AIE centres visited by MI. Reasons for non supply of textbooks, if any, for

		all subjects and all classes be verified at DPO and SPO by MI.
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(d) School grants:

(i)	Total number of schools district-wise in primary and upper primary to whom school grants are approved for the current financial year? Have these funds released to the districts, if so when (the school grants are to be received by the school within two months of opening)? Whether any guidelines have been issued to the schools on how to utilize this grant?	Information to be obtained from SPO office and to be updated from the DPO in districts visited by MI. A copy of the guidelines is to be enclosed with the Monitoring Report.
(ii)	Whether the DPO has released funds for school grants @ Rs.5000/- per school for primary school and Rs.7000/- per school for upper primary school to the school/VEC/SMC accounts, if so when? The number of schools to whom releases have been made? Has DPO circulated guidelines to the school level for utilization of the school grant?	Information to be obtained from DPO in district visited by MI and to be verified in schools visited by MI. A copy of the guidelines is to be enclosed in the Monitoring Report.
(iii)	Has the DPO made centralized purchases for schools out of the school grant? If so, for what purpose and what is the amount utilized?	Information to be obtained from DPO of districts visited by MI.
(iv)	The actual date of receiving school grants by school/VEC and the utilization of the grants. Whether there was any delay in receipt of grants?	To be verified on the spot from the passbook and expenditure statement maintained by school/VEC.
(v)	Utilization details (percentage of utilization and items) for the last year's school grants received by the school/VEC.	To be verified on the spot from the passbook and expenditure statement maintained by school/VEC.

(e) Teachers and Teachers Training:

(i)	Number of additional Teachers sanctioned district-wise under SSA in primary and upper primary schools and the number of Teachers in position therein?	Information is to be obtained from SPO and to be updated in DPO in respect of districts visited by MI.
(ii)	What is the mode of recruitment of the teachers and the level/authority (DPO/VEC etc), which recruits the teachers? What is the procedure followed in the recruitment of teachers?	Information is to be obtained from SPO and to be updated in DPO in respect of districts visited by MI.
(iii)	Nature of appointment of teachers i.e. whether it is a regular appointment or contract basis?	Information is to be obtained from SPO and to be updated in DPO in respect of districts visited by MI.

(iv)	If VEC/Panchayat etc. is empowered to make decentralized recruitment of teachers whether such recruitment procedure have been laid down? What is the level of satisfaction amongst local community of such recruitment?	To be ascertained from DPO and VEC.
(v)	In respect of the schools visited by MI, the number of teachers sanctioned for the schools, the number of teachers in position, the number of teachers present in the school on the day of visit, the names of the teachers absent on the day of visit. Whether any teacher is a habitual absentee?	Information to be obtained from the school and from the VEC. The list of the names of teachers absent and those who are habitually absent must be given in the report.
(vi)	How was the rapport between children and the teachers in the schools visited?	To be ascertained from the VEC and observed during the visit by MI.
(vii)	The target number of teachers district-wise to be given in service training and the actual number of teachers given such training in State/district visited? Is there a training calendar for teachers training? What was the venue; the content and module for training, who prepared it? Who were the trainers? Who trained them? What was the supervision/monitoring system to check quality of these trainings? Is there a regular system of getting feedback from teachers?	To be ascertained from the SPO and updated from the DPO in respect of the districts visited by the MI and to be verified from the teachers in schools visited by MI.
(viii)	The target number of newly recruited teachers district-wise, to be given orientation training of 30 days and the actual number of teachers given such training, and venue of the training, for how many days and who were the Master Trainers? What was the monitoring done for ensuring quality of the training?	To be ascertained from the SPO and updated from the DPO in respect of the districts visited by the MI and to be verified from the teachers in schools visited by MI.
(ix)	The target number of untrained teachers district-wise to be given training of 60 days and the actual number of teachers given such training. What was the mode of training (institutional or distance); venue of training? Module and content of training and who prepared it? Who were the trainers? What supervision/monitoring was done for the training? How many untrained teachers are still left to be covered in State (district visited? What is SPO's planning for it?	To be ascertained from the SPO and updated from the DPO in respect of the districts visited by the MI and to be verified from the teachers in schools visited by MI.
(x)	The satisfaction level of training? Whether there are any areas, which the teacher would like to get trained?	To be ascertained from the teachers on the spot in respect of schools visited by MI.

(xi)	<p>The academic support given by BRC/CRC to the teachers, the frequency of such support:</p> <ol style="list-style-type: none"> a. Please specify the role of BRC/CRC's in teacher training (in service/induction training for new recruits/training of untrained teachers)? What tasks are they responsible for? To what extent have they discharged that role? Is there a calendar for trainings and follow up programmes, available at BRC/CRC level and to what extent is this being followed? What are the specific topics on which BRC/CRC level follow up has been done in what mode(workshop/meetings/school visit - with teachers) and degree of effectiveness (as perceived by teachers and BRCC/CRCC)? b. What is the expected number of school visits to be made by BRC/CRC in State and in the districts visited? Is it being followed? What are the BRCC's and CRCC's doing during these visits? Check their reports? How much of it relates to pedagogic improvement issues and how much on "administrative" matters? Are they conducting model lessons in classrooms themselves, are they helping teachers to teach certain difficult topics better? Do they conduct random tests for children's learning? Any other aspect or innovative steps taken by BRCC's /CRCC's to improve teacher performance and children's learning? c. Is the DIET interacting, with BRC/CRCs and what is their role in capacity building; academic supervision and guidance; action research and monitoring of BRC/CRCs? d. Are the BRC/CRCs extending their academic support to EGS/AIE centres/courses in their area? If so how and in what manner? If not, why? 	<p>To be ascertained from BRC/CRC (atleast 5 each) and the teachers on the spot in respect of schools/EGS centres visited by MI.</p>
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(xii)	Does the SPO have a Quality Coordinator? What is their role? Do they have a system and format to review district wise programmes? What is the frequency? What is the arrangement for coordination with SCERT and DIETs?	To be ascertained from SPO.
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(f) Teaching Learning Material (TLM) grants:

(i)	The total number of teachers eligible to receive TLM grants, district-wise and the details of grants released to the districts?	Information to be obtained from SPO and updated by DPO in respect of the districts to be visited by MI.
(ii)	The date of release of TLM grant from DPO and the number of teachers covered? Whether any Instructions have been issued in respect of utilization TLM grants by DPO/SPO?	Information to be obtained from DPO and to be verified in schools visited by MI. A copy of the instructions be enclosed with the report.
(iii)	The date of receipt of TLM grant by the teacher and details of its utilization? Whether the TLM materials are displayed in the classrooms or kept separately? Nature of TLM's and whether children using them as well or not? Are there any good examples? If so the name of teachers and nature of use of his/her TLM be described in enclosures? Have the teachers received any training on TLM development and use? If so, when? Duration? Venue? Who were the trainers? Was there cross sharing and demonstration of good practices amongst teachers done?	Information to be verified on the spot in respect of schools visited by MI.

(g) EGS & AIE:

(i)	What is the number of EGS/AIE centres/NRBC/RBC/ school camps, category wise sanctions and started? The number of such centres which were continued from previous years may be shown separately. The information be provided district-wise? (The category wise information on each type of intervention for out of school children may be given as per the nomenclature followed by the State).	Information is to be obtained from SPO and updated from the DPO in respect of the district visited by the MI.
(ii)	The target number of children and number of children actually enrolled in the centres category wise, district-wise?	Information is to be obtained from SPO and updated from the DPO in respect of the district visited by MI.
(iii)	The number of children enrolled and actually attending the centre?	To be verified on the spot in respect of the centre visited by MI. The MI will visit all

		categories of such centres in a district on sample basis.
(iv)	The number of EVs working in a district and the number of EVs trained. Kind of training given to them indicating the duration of training and by whom (DIET/BRC/CRC/NGO)? Brief description of the modules used? Are they appropriate? What is the EVs feedback on the training?	Information to be obtained from DPO and to be verified from the EVs of the centres visited by MI.
(v)	Whether the EVs are given academic support by the BRC/CRC regularly. The frequency of such academic support be ascertained. Whether any instruction have been issued by DPO on this?	Information to be obtained from DPO/BRC/CRC and to be verified from the EVs of the centres visited by MI. Copy of the instructions to be enclosed with the report.
(vi)	The educational qualification of the EVs, the training received by him and whether he is receiving any academic support if so of what nature?	Information to be obtained from the EVs during the field visits to EGS/AIE centres/courses by MI.
(vii)	The amount of monthly honorarium received by the EV. Whether this is paid in cash or by Bank A/c? whether there is any delay in payment of monthly honorarium? From whom (VEC/BEO/School Teacher) it is received? The date on which the honorarium for the last month was received?	Information to be obtained from the EVs during field visits by MI.
(viii)	Whether EV is regular in his attendance?	To be ascertained from VEC during field visits by MI.
(ix)	Whether there is any designated District Coordinator for EGS/AIE in the district visited by MI? Whether that Coordinator has been oriented? Has the person received any capacity building training conducted by SPO?	Information to be obtained from DPO and from the Coordinators of the districts visited by MI.
(x)	Is there any monitoring format available with DPO on which SPO takes information regarding EGS/AIE centres operating in the district? The frequency with which the information is furnished to the SPO?	Information to be obtained from DPO and District Coordinator for EGS/AIE by MI in districts visited. Copy of the format to be obtained and enclosed with the report of the MI.
(xi)	Number of EGS/AIE centres (including spillovers) targeted to be upgraded, district-wise during the current financial year? What is the achievement so far?	Information to be obtained from SPO and updated from DPO in respect of the districts visited by MI.
(xii)	Whether SPO has issued necessary instructions to the DPOs with reference to upgradation of EGS centres to primary schools, and whether funds have been released for the same?	Information to be obtained from SPO office and updated from DPO office in respect of the districts visited by MI.

(xiii)	The number of EGS centres actually upgraded in the district and the details of funds transferred to VEC and the details of instructions issued by DPO in this respect?	Information to be obtained from SPO office and updated from DPO office in respect of the districts visited by MI.
(xiv)	Whether the actual upgradation of EGS centre has taken place?	To be verified on the spot with the assistance of VECs, during field visits of MI.
(xv)	Has the land for construction of the upgraded primary school (from EGS) been identified?	Information to be obtained from DPO and to be verified on the spot with the assistance of VEC/SMC and school Teacher during field visit by MI.
(xvi)	Whether VEC/SMC etc. have received any funds for construction of schools?	To be verified on the spot with assistance of VEC/SMC and school Teachers during field visit by MI.
(xvii)	Has the construction started and what is the stage of construction (foundation, lintel and roofing)?	To be verified on the spot with assistance of VEC/SMC and school Teachers during field visit by MI.
(xviii)	Number of Teachers sanctioned for the new upgraded (from EGS) primary school? Have Teachers been put in position in this new school? Are the Teachers in position?	Information to be obtained from SPO and verified at DPO. Also to be checked at school level from VEC etc., during field visit by MI.
(xix)	The number of children actually mainstreamed from EGS/AIE centres/courses? During the last academic year. Whether the mainstreaming has been done in private school/Govt. aided school/Govt. School? Difficulties, if any, experienced in mainstreaming of students?	Information to be obtained from SPO/DPO. To be verified from the EV/VEC and if the child is in the nearby school this could be verified from the child/parents during field visit of MI.
(xx)	What is the infrastructure available in the EGS/AIE centres, such as durries, blackboard, books, TLMs etc?	To be ascertained and observed during the Field visit with the assistance of VEC/EV by MI.
(xxi)	Whether Mid-day Meal is being supplied to the children in EGS/AIE centres?	To be ascertained during the Field visit with the assistance of VEC/EV by MI.
(xxii)	The number of children enrolled and actually present in the EGS/AIE centre/courses, on the date of visit of MI? Gender-wise details be given?	To be ascertained and observed during the Field visit with the assistance of VEC/EV, by MI.
(xxvi)	The achievement level of children studying in EGS/AIE facilities?	Assessment to be undertaken during Field visit by MI.
(xxvii)	The rapport of the EV with the children?	Observations during Field visit, by MI.
(xxviii)	Whether EGS/AIE centres are using the school textbooks or/and any other materials? If latter, please specify the	To be ascertained from SPO/DPO and verified during the Field visit with the

	details of those learning materials? If textbooks, whether the children have received free textbooks in all subjects taught to them? Whether there was any delay in supply of books (books should be supplied within a week of starting of the centre) and reasons for delay?	assistance of VEC/EV, by MI.
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(h) Children With Special Needs (CWSN):

(i)	The number of CWSN children identified, district-wise, and the number of children enrolled during the current financial year.	Information to be obtained from the SPO and to be updated by DPO in respect of the districts visited by MI.
(ii) (a)	The number of children who have been provided with aids and appliances, district-wise, during the current financial year.	Information to be obtained from the SPO and to be updated by DPO in respect of the districts visited by MI and verified with sample checks during field visits.
(ii) (b)	Whether there are any difficulties in getting and utilizing the aids and appliances.	Information to be obtained from SPO/DPO.
(iii)	The number of resource teachers identified in the districts? The list of NGOs associated with CWSN in the district? The details of guidelines issued for the resource teachers/NGOs?	Information to be obtained from SPO/DPO. List of NGOs and copies of guidelines to be attached with the report of MI. Sample checks be done during field visits by MI to ascertain the tasks being done by Resource Teachers/NGOs for CWSN.
(iv) (a)	Whether the district has an IED coordinator? whether he has been oriented and whether he has attended any capacity building programme at the State level?	Information to be obtained from DPO of districts visited by MI.
(iv) (b)	Whether the State has prescribed any monitoring format and the frequency with which the information is furnished to SPO? Is there an IE Coordinator of SPO? How knowledgeable is he or she in this area? How many trainings and workshops has she/he attended?	Information to be obtained from DPO/District IED in charge/Coordinator. Copy of the format to be obtained and enclosed with a report of MI.
(v)	How many schools have been provided with ramps?	Information to be obtained from DPO and to be verified in the schools visited by MI with the assistance of VEC/Teachers.
(vi)	How many children have been provided home based support during the current financial year?	Information to be obtained from SPO/DPO and one or two sample checks be done by MI.
(vii)	How many parents have been given	Information to be obtained from

	counseling during the current financial year?	SPO/DPO and to be verified during field visit by MI, with help from VECs/school teachers.
(viii)	The number of CWSN children stated to be enrolled and actually present in the schools/EGS centres visited by MI?	Information to be verified on the spot with the assistance of VEC/Teachers.

(i) National Programme for Education of Girls at Elementary Level (NPEGEL):

(i)	The number of clusters targeted district-wise, and the number of model cluster schools actually made functional during the current financial year?	Information to be obtained from SPO and to be updated from the DPO. Spot verifications be done in sample of EBB by MI.
(ii)	The target number of additional classrooms, drinking water, toilet and electrification etc. sanctioned in model clusters, during the current financial year and the present status of construction etc?	Information to be obtained from SPO and to be updated from the DPO of the district visited by MI. The State should provide information item-wise progress such as completed, work in progress and works not started. Sample spot verification be done by MI with help of local VEC and women's groups.
(iii)	Whether model clusters in the districts have been provided with gender sensitized teaching learning materials, vocational training, bridge courses, gender sensitization to teachers and additional efforts to mobilize community and women's groups in favour of girls' education?	Information to be obtained from the SPO to be updated from DPO. The actual implementation to be verified in respect of MCS visited by MI in schools and local community.
(iv)	Whether funds have been released for NPEGEL programme in time and district-wise quantum of funds and date of release of funds?	Information to be obtained from the SPO to be updated from DPO visited by MI.
(v)	a. Whether a district gender coordinator is in position? b. Whether a monitoring system to check progress in girls education interventions, has been developed in State SSA programme and with what periodicity is it reviewed?	To be ascertained from DPO with District Gender Coordinator. A copy of monitoring format be enclosed in Report. Information to be taken from SPO.
(vi)	The number of ECCE centers operational under Innovation Head funds (Rs.15 lakhs for girls education) and/or NPEGEL, district-wise?	Information to be obtained from the SPO to be updated at DPO level. The actual implementation to be verified in field visits by MI.
(vii)	Whether the State has prescribed any monitoring format for this activity and the frequency with which the information is furnished to SPO?	Information to be obtained from SPO/ DPO. Copy of the format to be obtained and enclosed with a report of MI. Sample check by MI in the field visit.

(j) Katurba Gandhi Balika Vidyalaya (KGBV):

(i)	Number of KGBV sanctioned district-wise and block-wise and the number of KGBV operational during the current financial year.	Information to be obtained from SPO office and to be updated from DPO in respect of districts visited by MI. Sample check by MI in the field visit.
(ii)	The number of KGBV in the State in respect of which land have been identified, district-wise.	Information to be obtained from SPO office and to be updated from DPO in respect of districts visited by MI.
(iii)	Whether the State has drawn up any detailed guidelines for running the KGBV schools.	To be obtained from the SPO and verified from DPO/KGBV visited by MI.
(iv)	The number of KGBV in respect of which all formalities for construction have been completed. Progress on construction of KGBVs schools be ascertained.	Information to be obtained from SPO office and to be updated from DPO in respect of districts visited by MI.
(v)	The number of posts sanctioned for the KGBV (teachers and other staff) in the district and the present position of filling up of these posts.	To be obtained from DPO and to be verified in respect of KGBV visited by MI.
(vi)	The number of students admitted in the KGBVs started in the district.	To be obtained from DPO and to be verified in respect of KGBV visited by MI.
(vii)	The details of facilities available such as furniture, bedding, meals to be verified by MI in respect of KGBV visited. — — — — —	To be obtained on the spot in respect of KGBV visited by MI.

(k) District Information System for Education (DISE):

(i)	Whether EMIS set up in each district of the State/UT and whether requisite computers and computer operators have been put in position?	Information to be obtained from the SPO and to be updated from DPO of the district visited by MI.
(ii)	What is the time schedule drawn up by the State/UT for DISE/EMIS for the current year?	To be obtained from SPO and cross checked in districts whether they have received such instructions and are adhering to it. If not, give reasons for delay/deviation. To be checked from districts visited by MI
(iii)	Whether data capture format have been supplied to all schools latest by August?	Information to be obtained from DPO and to be verified from teachers of the schools visited by MI.
(iv)	Whether any training has been imparted to the teachers for filling up data in the	Information to be obtained from DPO and to be verified from

	data capture format? If so when, duration where was the training held?	teachers of the schools visited by MI.
(v)	Whether CRC/BRC coordinators have been given task of verifying 5% of the data collected? Have they been oriented/trained for this? If so when? How are they discharging this responsibility? Has the SPO also engaged independent/third party to verify the data? If so, please give details, including findings. ?	Information to be obtained from SPO/DPO and cross checked during the Field visit by MI to BRCs/CRCs and schools.
(vi)	Whether the data collected and compiled by the DPO was passed on to the State well in time i.e. by November?	Information to be obtained from DPO and SPO.
(vii)	Is there an MIS in charge at State level? Is he fully conversant with needs of SSA in MIS? How many workshops/trainings has he attended in GOI/NIEPA?	Information to be obtained from SPO.

(l) Research and Evaluation:

(i)	The number of Research to be undertaken during the current financial year district-wise and the actual number of research sanctioned.	Information to be obtained from the SPO and to be updated from the DPO.
(ii)	The number of studies sanctioned in the previous calendar year and the number of them completed.	Information to be obtained from the SPO and to be updated from the DPO.
(iii)	Is there a Research/Evaluation in-charge at SPO level? What is the person's role? What is the system of coordination on research issues both SCERT/SIEMAT/DIETs etc? What is the mechanism for sanction of research proposals and projects? Is there a State Level Committee for the purpose? Is there a prescribed contract format for commissioning of research?	Information to be obtained from SPO.

(m) Functioning of the VEC:

(i)	The total number of village/school level/management committees constituted, district-wise?	Information to be obtained from the SPO and to be updated by the DPO.
(ii)	A copy of the guidelines on delegation of powers to VEC/SMC and whether these guidelines is available with the VEC?	Information to be collected from the SPO/DPO and to be verified from the VEC/SMC during the Field visit by MI.
(iii)	Guidelines given on adequate representation to women in VEC/SMC? The actual number of women associated in the VEC of the school visited by MI?	Information to be collected from the SPO/DPO and to be verified from the VEC/SMC during the Field visit by MI.

(iv)	The frequency of meeting of VEC as per the guidelines and the actual dates of meeting of the committee during the six months preceding the visit of MI? The total number of members of VEC and how many are attending the meeting regularly? Whether women and SC/ST members of these Bodies participate regularly in the meeting?	Information to be obtained from VEC and verified on the basis of records, in villages/schools visited by MI.
(v)	Whether members of the VEC have been oriented and the percentage of the members oriented? When these trainings were held? Who conducted the trainings? What is the VECs perception of the trainings?	Information to be collected from the SPO/DPO and to be verified from the VEC/SMC during the Field visit by MI.
(vi)	The contribution made by VEC in improving the environment of the school, enrolment and attendance of teachers and students?	Information to be obtained from VEC and verified on the basis of records by MI during field visits.
(vii)	Whether VEC is maintaining proper record of funds received by them.	Information to be obtained on scrutiny of records of VEC and to be cross-checked with DPO.
(viii)	Is there any programme officer in-charge for Community mobilization/participation at SPO level? Is the person aware of his/her role? What types of monitoring or capacity building is done?	Information to be obtained at SPO level. See formats and record of SPO

(n) Staffing at State and District Level:

(i)	The total number of staff sanctioned category wise in the State office under SSA and the number in position and action taken to fill up the vacancies? Are there specific Programme Coordinators for Quality/Pedagogy/Training; Gender and Girls education; Civil Works; Inclusive Education; EGS/AIE interventions; Financial Management; Research Evaluation; MIS; Planning; and Community Mobilization/ participation? In smaller states how many functional areas have been given to each Programme Coordinator? Are all Programme Coordinators oriented and knowledgeable about their tasks?	Information to be obtained from SPO.
(ii)	The number of meetings of the General Body and EC held, during the previous financial year?	Information to be obtained from SPO and verified from their records.
(iii)	The total number of staff sanctioned category wise in the district office and the number in position and action taken to fill up the vacancies?	Information to be obtained from SPO and verified at DPO level in districts visited by MI.

(iv)	The number of BRCs/CRCs sanctioned? Staffing position and action taken to fill vacancies?	Information to be obtained from SPO/DPO and to be verified in respect of BRCs/CRCs visited by MI.
(v)	Does SPO have clearly laid down rules/regulations for filling up posts of SSA?	To be verified at SPO through checking of records.

(o) Mid day meal scheme

1.	<u>REGULARITY IN SERVING MEAL:</u> Whether the school is serving hot cooked meal daily? If there was interruption, what was the extent and reasons for the same?	Students, Teachers & Parents																				
2.	<u>TRENDS:</u> Extent of variation (As per school records vis-à-vis Actuals on the day of visit)	School level registers, MDM Registers, Head Teacher, School level MDM functionaries/ Observation of the monitoring team.																				
	<table border="1"> <thead> <tr> <th>No.</th> <th>Details</th> <th>Day previous to date of visit</th> <th>On the day of visit</th> </tr> </thead> <tbody> <tr> <td>i</td> <td>Enrollment</td> <td></td> <td></td> </tr> <tr> <td>ii</td> <td>No. of children attending the school on the day of visit.</td> <td></td> <td></td> </tr> <tr> <td>iii</td> <td>No. of children availing MDM as per MDM Register</td> <td></td> <td></td> </tr> <tr> <td>iv</td> <td>No. of children actually availing MDM on the day of visit</td> <td></td> <td></td> </tr> </tbody> </table>	No.	Details	Day previous to date of visit	On the day of visit	i	Enrollment			ii	No. of children attending the school on the day of visit.			iii	No. of children availing MDM as per MDM Register			iv	No. of children actually availing MDM on the day of visit			
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3.	<u>REGULARITY IN DELIVERING FOOD GRAINS TO SCHOOL LEVEL:</u> (i) Is school receiving food grain regularly? If there is delay in delivering food grains, what is the extent of delay and reasons for the same? (ii) Is buffer stock of one-month's requirement is maintained? (iii) Is the food grains delivered at the school?	School level registers, MDM Registers, Head Teacher, School level MDM functionaries.																				
4.	<u>REGULARITY IN DELIVERING COOKING COST TO SCHOOL:</u> (i) Is school receiving cooking cost in advance	School level registers, MDM Registers, Head Teacher, School level MDM functionaries																				

	<p>regularly? If there is delay in delivering cooking cost, what is the extent of delay and reasons for it?</p> <p>(ii) In case of delay, how schools manage to ensure that there is no disruption in the feeding programme?</p> <p>(iii) Is cooking cost paid by Cash or through banking channel?</p>	
5.	<p><u>SOCIAL EQUITY:</u></p> <p>Did you observe any gender or caste or community discrimination in cooking or serving or seating arrangements?</p>	Observation
6.	<p><u>VARIETY OF MENU:</u></p> <p>Has the school displayed its weekly menu, and is it able to adhere to the menu displayed?</p>	Observation and discussion with children, teachers, parents, VEC members, Gram Panchayat members and cooks.
7.	<p>(i) Is there variety in the food served or is the same food served daily?</p> <p>(ii) Does the daily menu include rice/wheat preparation, dal and vegetables?</p>	Observation and discussion with children, teachers, parents, VEC members, Gram Panchayat members and cooks.
8.	<p><u>QUALITY & QUANTITY OF MEAL</u></p> <p>Feedback from children on</p> <p>(a) Quality of meal:</p> <p>(b) Quantity of meal:</p> <p>{If children were not happy Please give reasons and suggestions to improve.}</p>	Observation of Investigator during MDM service
9.	<p><u>SUPPLEMENTARIES:</u></p> <p>(i) Whether children are given micronutrients (Iron, folic acid, vitamin -A dosage) and de-worming medicine periodically?</p> <p>(ii) Who administers these medicines and at what frequency?</p> <p>(iii) Is there school Health Card maintained for each child?</p>	Teachers, Students, School Record
10.	<p><u>STATUS OF COOKS:</u></p> <p>(i) Who cooks and serves the meal? (cook/helper appointed by the Department or Self Help Group, or NGO or Contractor)</p> <p>(ii) Is the number of cooks and helpers adequate to meet the requirement of the school?</p> <p>(iii) What is the remuneration paid to cooks/helpers?</p> <p>(iv) Are the remuneration paid to cooks/helpers regularly?</p> <p>(v) Social Composition of cooks/helpers? (SC/ST/OBC/Minority)</p>	Observation and discussion with children, teachers, parents, VEC members, Gram Panchayat members and cooks.

11.	<u>INFRASTRUCTURE:</u> Is a pucca kitchen shed-cum-store: (a) Constructed and in use (b) Constructed but not in use (c) Under construction (d) Sanctioned, but constructed not started (e) Not sanctioned Any other (specify)	School records, discussion with head teacher, teacher, VEC, Gram Panchayat members.
12.	In case the pucca kitchen shed is not available, where is the food being cooked and where are the foodgrains/other ingredients being stored?	Discussion with head teacher, teacher, VEC, Gram Panchayat members, Observation
13.	Whether potable water is available for cooking and drinking purpose?	-do-
14.	Whether utensils used for king food are adequate?	Teachers/Organizer of MDM Programme
15.	What is the kind of fuel used? (Gas based/firewood etc.)	Observation
16.	<u>SAFETY & HYGIENE:</u> (i) General Impression of the environment, Safety and hygiene: (ii) Are children encouraged to wash hands before and after eating? (iii) Do the children partake meals in an orderly manner? (iv) Conservation of water? (v) Is the cooking process and storage of fuel safe, not posing any fire hazard?	Observation
17.	<u>COMMUNITY PARTICIPATION:</u> Extent of participation by parents/VECs/Panchayats/Urban bodies in daily supervision, monitoring, participations etc.	Discussion with head teacher, teacher, VEC, Gram Panchayat members.
18.	<u>INSPECTION & SUPERVISION:</u> Has the mid day meal programme been inspected by any State/ District/Block level Officers/Officials?	School records, discussion with head teacher, teachers, VEC, Gram Panchayat members.
19.	<u>IMPACT:</u> Has the mid day meal improved the enrollment, attendance of children in school, general well being (nutritional status) of children? Is there any other incidental benefits due to serving cooked meal in schools.	School records, discussion with head teacher, teachers, students, VEC, Gram Panchayat members.

(p) Additional items to check during school visit by MI:

(i)	The number of days the school functioned during the last academic year?	Information to be obtained from the School records.
(ii)	Whether the school has clean environment, good buildings, playgrounds, good classrooms with proper flooring, roof and windows? Whether the classrooms have proper lighting?	Information to be recorded on the basis of observation.
(iii)	Whether the classes have proper sitting arrangement for children, a black board, TLM materials?	Information to be recorded on the basis of observation.
(iv)	Whether health camp facility was made available to the children during the previous six months?	Information to be recorded on the basis of school records.
(v)	Whether the school has adequate play material for the children? Is it used?	Information to be recorded on the basis of observation.
(vii)	If there is low attendance the reasons for the same?	Information to be obtained from the teachers/VEC.
(viii)	Steps taken to promote attendance by the school and by the VEC/SMC/PTA etc?	Information to be obtained from the teachers and VECs etc.
(ix)	What is the present process of assessing the achievement level of students?	Information to be recorded on the basis of school records.
(x)	Whether continuous and comprehensive evaluation and grading system has been introduced for students?	Information to be recorded on the basis of school records.
(xi)	The achievement level of children.	Assessment to be undertaken by the MI on the day of visit.
(xii)	The rapport of the children with the teachers?	Assessment on the basis of observation by MI.
(xiii)	Whether the school has under age or over age children if so, their number and percentage?	Information to be recorded on the basis of school records and observations.
(xiv)	The number of children who have dropped out of the school during the previous six months. Whether they are continuing their studies in any private schools?	To be ascertained from teachers/VEC schools records.
(xv)	The number of children who have been retained in the same class from the previous academic year and their percentage grade wise?	Information to be obtained on the basis of school records and discussion with teachers.

(q) Any other issues relevant to SSA implementation

MI may give a maximum 2 page note, on any other issues, relevant to SSA implementation, not covered above.

ANNEXURE-II

The List of Monitoring Institutions (38)

Sl. No.	Name of the Monitoring institutions	State/UT
1.	National Institute of Rural Development, Hyderabad, Andhra Pradesh	Andhra Pradesh
2.	Rajiv Gandhi University, Itanagar, Arunachal Pradesh	Arunachal Pradesh
3.	Gauhati University, Guwahati, Assam	Assam
4.	Jamia Millia, Delhi	Bihar
5.	A.N. Sinha Institute of Social Sciences, Patna, Bihar	Bihar
6.	RIE, Bhopal, Madhya Pradesh	Chhattisgarh
7.	MS University of Baroda, Vadodara, Gujarat	Gujarat
		Daman & Diu
8.	Sardar Patel Institute of Economic and Social Research, Ahmedabad, Gujarat	Gujarat
9.	Kurushetra University, Haryana	Haryana ✓
10.	Himachal Pradesh University, Shimla, Himachal Pradesh	Himachal Pradesh
11.	University of Jammu, Jammu.	Jammu & Kashmir
12.	University of Kashmir, Kashmir	Jammu & Kashmir
13.	Institute of Social & Economic Change, Bangalore, Karnataka	Karnataka
14.	RIE, Mysore, Karnataka.	Karnataka
15.	Centre for Development Studies, Trivandrum, Kerala	Kerala
		Lakshadweep
16.	TISS Mumbai, Maharashtra.	Madhya Pradesh
17.	MPISSR, Ujjain, Madhya Pradesh	Madhya Pradesh
18.	Indian Institute of Education, Pune, Maharashtra.	Maharashtra
		Dadra & N. Haveli
19.	SNDT University, Pune, Maharashtra.	Maharashtra
		Goa
20.	Manipur University, Imphal, Manipur	Manipur
21.	NEHU, Shillong, Meghalaya	Meghalaya
22.	Mizoram University, Aizawl, Mizoram	Mizoram
23.	NKC Centre for Development Studies, Bhubaneswar, Orissa	Orissa
24.	Dr. P.N. Institute of Advanced Study in Education, Sambalpur	Orissa
25.	Punjab University, Chandigarh, Punjab	Punjab ✓
		Chandigarh
26.	Institute of Development Studies, Jaipur, Rajasthan	Rajasthan
27.	University of North Bengal, Darjeeling, West Bengal	Sikkim
28.	IIM, Bangalore, Karnataka	Tamil Nadu
29.	Tripura University, Tripura.	Tripura
30.	Giri Institute of Social Science Institute, Lucknow, Uttar Pradesh.	Uttar Pradesh
31.	GB Pant Social Science Institute, Allahabad, Uttar Pradesh	Uttar Pradesh
32.	CADR, Lucknow, Uttar Pradesh	Uttar Pradesh
33.	Lucknow University, Lucknow, Uttar Pradesh	Uttar Pradesh
34.	NIAR, Mussoorie, Uttarakhand	Uttarakhand
		Rajasthan
35.	IIM, Kolkata, West Bengal	West Bengal
		Andaman & Nicobar
36.	Viswabhatni University, Shantiniketan	West Bengal
37.	Pondicherry University, Puducherry	Puducherry
38.	Centre for Developing Societies, Delhi	Delhi ✓

