

**PROCEEDINGS OF THE COMMISSIONER & DIRECTOR SCHOOL EDUCATION
TELANGANA SSA, HYDERABAD**

Present: Sri. M. Jagadeeshwar, I.A.S.,

Proc. Rc.No.01/TSSA/CMO/2014,

Dated: 12-06-2014

Sub: Telangana SSA, Hyderabad – Celebration of “**Education Week**”
(**Badi Panduga**) during the year 2014-15 – Reg.

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All the Project Officers of TSSA and the District Educational Officers in the Telangana State are hereby informed that, it is proposed to conduct “Education Week” from 16th June to 21st June, 2014 in all the habitations in the State in a massive way involving public representatives, community, Stakeholder Departments, Non Governmental Organizations (NGOs)/ Civil Society Organizations (CSOs), Community Based Organizations (CBOs), Faith Based Organizations (FBOs) and School Management Committee (SMC) members etc . The Guidelines for conduct of “**Education Week**” are as shown below:

Objectives:

- Enrolment of 5+ children into 1st class.
- Admission of Out of School Children into Regular Schools (Short term dropouts), RSTCs/NRSTCs - “Special Training Centers” (long term dropouts & never enrolled children) and KGBVs.
- 100% transition of the school going children into the next higher classes with focus on transition of 5th 7th and 8th class children into 6th, 8th and 9th classes respectively.
- Ensuring water, sanitation and hygiene in all schools.

The following guidelines are communicated for effective implementation of the Programme:

A. General Guidelines:

1. Conducting Habitation/GP meetings on RTE Act, to create awareness on the provisions of the Act: Habitation/Gram Panchayats (GPs) meetings on RTE Act shall be conducted in all the School catchment area Habitation/GPs in the State from **16th June, 2014** onwards. The Project Officer shall get instructions issued from the District Collector to the District Panchayat Officer and MPDO’s for issue of notification for conducting the meetings at Habitation/GPs in a phased manner in different Habitation/GPs every day. The MEO shall be asked to coordinate with the MPDO in smooth conduct of the meetings at Habitation/GPs as well as facilitating to provide the necessary IEC material on RTE. The MEO shall ensure the attendance of the SMC members & HMs of all the Govt./Aided Schools in the jurisdiction of the Habitation/GP meetings.

The Panchayat Secretaries shall be asked to coordinate the conduct of Habitation/GPs meetings effectively and the MPDO & MEO shall visit the Habitation/GPs meetings at random and furnish a report to the Mandal Special Officer and the Project Officer, Telengana SSA.

2. Immediate necessary action shall be taken by all the Project Officers to convene a convergence meeting under the Chairmanship of the District Collector with the District Heads of Stakeholder departments like, District Educational Officer, P.O. Telengana SSA; Project Director, N.C.L.P, SE(RWS), DD Social Welfare, DTWO, BC Welfare, Minority Welfare, Dy. Director, Adult Education, Project Director, Women & Child Welfare, P.D.R.D.A/IKP; P.O.I.T.D.A.; Chief Executive Officer (Zilla Parishad); District Panchayat Officer, D.P.R.O, General Manager, Industries; Deputy/Asst. Commissioner of Labour; Principal DIET, Forest Range Officer and Representatives of NGOs etc., to discuss and finalize the district action plan for conduct of the programme.
3. Necessary orders may be obtained from the District Collector to constitute district level teams consisting of **District Officers / Special Officers** to oversee monitor and conduct of the programme at Mandal Level. Necessary orientation shall be given to these teams to ensure smooth conduct of the programme at Mandal level.
4. A District Level Education Committee (DLEC) shall be constituted at District level comprising of the District Collector as Chairman, Project Officer Telengana SSA as Convener and the District Officers representing School Education, Department of Women and Child Welfare(W & CW)/ Integrated Child Development Scheme (ICDS), Department of Labour, National Child Labour Project (NCLP), Deputy Director of Adult Education, DRDA – IKP, RWS, Panchayath Raj, Intermediate Education, Health Department, Social Welfare, Tribal Welfare, Minority Welfare, BC Welfare, Disabled Welfare Departments, Municipal Administration and TEWIDC as members.
5. The District Officers of stakeholder departments shall give necessary instructions to their field functionaries well-in-advance on organizing day wise activities.
6. A separate meeting shall be convened by the District Educational Officer and Project Officer of Telengana SSA with the Dy. Educational Officers (Dy.EOs), Mandal Educational Officers (MEOs), Cluster Resource Persons (CRPs) & Mandal Coordinators (MCOs) of Saakshara Bharat, CDPOs, Asst. CDPOs & Supervisors of ICDS and NGOs etc., to finalize the school / habitation level Action Plan. Necessary instructions / guidelines on conduct of “Badi Panduga” should be furnished to the participants of all meetings (District & Mandal) well in advance on conduct of the meetings.
7. A Mandal Level Education Committee (MLEC) shall be constituted immediately comprising of Special Officer as Chairman, Tahsildar (MRO), MPDO, MEO (Member Convener), CRPs, MCOs of Saakshara Bharat, IERTs, Mandal Samakhya President /Secretary; Asst. CDPO & Supervisor of Women & Child Welfare Department, Asst. Commissioner of labour, local S.I of Police, Divisional PROs, Mandal Samakhya president/Secretary, Divisional Forest Officer, Special Officer of KGBV & NGOs etc., to coordinate and implement “Badi Panduga” schedule under the supervision of mandal level Special Officer.

8. **Task Force Committee:** Constitute a Task Force Committee at the mandal level with Tahsildar (MRO), MPDO, MEO, CRP's, ICDS supervisor, NGO representative, Asst. Labor Commissioner. The committee should visit every village in their mandal and shall organize Special Grama Sabhas to create awareness among the communities, identify, and enroll children into the schools, RSTCs/ NRSTC's, KGBV's, Seasonal Hostels.
9. A Habitation Level Education Committee (HLEC) should be constituted immediately with Municipal Councilor/Special Officer (Chairman), HM (Member Convener), Teachers, G.P. Secretary, Village Samakhya President/Secretary, SMC members, Special Officer of KGBV, VCOs of Saaskhar Bharath programme, SHG members, Special Officer, KGBV, Mothers committee members, Anganwadi Teachers/ANM and NGO's etc.
10. The meeting of the District, Mandal and Habitation Level Education Committees should be conducted on or before **13th June, 2014**.
11. The Mandal Educational Officer shall conduct a meeting with all HMs at MRC on 14th June 2014 to brief the schedule, importance and significance of **"Badi Panduga"** 2014 and about Day-wise reporting.
12. The HMs of the respective Schools should be made responsible for admitting the children of 5th, 7th and 8th class into the nearest U.P/High Schools. No entry/admission fees shall be collected for admission into any class in Govt./Aided schools. The District Educational Officers shall issue necessary instructions accordingly.
13. CRPs should be made responsible for implementation of **"Badi Panduga"** in their clusters in a befitting manner and for collection of data and submission of day-wise reports to DPO.
14. A Cell shall be opened in all the District Project Offices of SSA in the state to monitor the implementation of activities and provide required guidance to the field functionaries.
15. All the Sectoral officers shall be assigned with certain mandals for effective implementation of the programme.
16. Mapping of vulnerable pockets/Special Focused Groups areas with respect to dropouts, low enrolment, habitations of under privileged communities etc., may be identified in districts well-in-advance to address the issues in a focused manner.
17. Various village level organizations shall be motivated to participate in the programme.
18. Book depots shall be opened in identified schools in convergence with the Department of Libraries. "Reading Mela" shall also be organized in all schools to demonstrate the performance of children and also to inculcate reading habit among children.
19. Steps shall be taken to declare some of the villages as "Out of School Children Free" as part of Special Enrolment Drive and continue throughout the year till the completion of all villages.
20. All the Schools should observe "Green Day" and plant the trees in the School Premises. The MEO and HMs of the Schools in the Mandals should approach their respective DLFOs for Green Saplings/Plants.
21. Plantation shall be taken up in schools with the help of school children, NCC cadets, NSS volunteers, DIET trainees etc.,

22. All the HMs of the schools should constitute a team with the students and teachers to take care of the plants and should see to protect and watering them.
23. Health checkups should be taken up every day during "Badi Panduga" in convergence with Medical and Health department. Health cards shall also be issued to the children of regular schools, KGBVs, Madarasas, Special Training Centers etc.,
24. The DEO & PO, Telengana SSA should effectively coordinate the activities proposed with all the Stakeholder departments/organizations like Teacher Unions & CSOs under the leadership of the District Collector and ensure that the programme is made a grand success in the district.
25. The HMs of all the schools should ensure the class promotion of the students form the present class to the next higher class and open separate registers by enrolling them.
26. The class Teachers of the 5th class and 7th class of the Primary and Upper Primary Schools should take the responsibility of taking the students along with them and admit them in the next level higher schools, personally. The HMs of the Primary/Upper Primary School should take care of this transition process in an effective and smooth manner duly entering their details in the respective registers of the school.

The District Collectors in the State are requested to ensure that the programme is made a grand success in the districts.

All the Project Officers of Telengana SSA and the District Educational Officers in the Telengana State are requested to go through above guidelines and conduct the "Education Week" with a grand success and report compliance.

Sd/-

**COMMISSIONER & DIRECTOR
SCHOOL EDUCATION**

//T.C. Attested//



State Community Mobilizing Officer

To

All the Project Officer's of Telengana SSA in the State.

Copy to all District Educational Officers in the State for information & necessary action.

Copy to all the Sectoral Officers of State Project Office for information & necessary action.

Copy to the State Programme Director, APMSS, Tarnaka, Secundrabad.

Copy to all the Regional Joint Director of School Education in the state for necessary action.

Copy all the District Collector's & Chairpersons of Telengana SSA in the state for information and necessary action.

Copy to the Commissioner Panchayat Raj Department, Hyderabad.

Copy to the Commissioner Information & Public Relations Department, A.P, Hyderabad.

Copy to the Chief Executive Officer, SERP, Hyderabad.
Copy to the Commissioner of Labour, Telengana, Hyderabad.
Copy to the Director, Women & Child Welfare department, Hyderabad.
Copy to the Director, Adult Education, Telengana, Hyderabad.
Copy to the Commissioner, Tribal Welfare, Telengana, Hyderabad.
Copy to the Commissioner, B.C Welfare, Telengana, Hyderabad.
Copy to the Secretary, Telengana, Residential Society, Hyderabad.
Copy to the Secretary, Gurukulam, Hyderabad.
Copy to all the H.O.Ds of School Education Department, Hyderabad.
Copy submitted to the Addl. Secretary, MHRD, New Delhi for information.
Copy to the Commissioner & Director of School Education for information & necessary action.
Copy submitted to the Principal Secretary to Govt. School Education (PE&SSA) for kind information.
Copy submitted to the Principal Secretary to Govt. School Education (SE) for kind information.
Copy submitted to the Hon'ble Minister for Primary Education &SSA Govt. of Telengana, Hyd.
Copy submitted to the Hon'ble Minister for Secondary Education Govt. of Telengana, Hyd.
SC/SF.

**The Day-Wise Schedule of activities of “Prof. Jayashankar Badi Panduga”
2014-15 from 16.06.2014 to 21.06.2014**

Day – I	16.06.2014
Programme	SMC – Parent – teacher meetings
Day – II	17.06.2014
Programme	Rally with Children Teacher Community
Day – III	18.06.2014
Programme	Door to Door Campaign by Teacher/CRPs/NGOs for OSCs and Aksharabhyasam with new students.
Day – IV	19.06.2014
Programme	RTE Day – Day of Class Promotion and School Transition Day
Day – V	20.06.2014
Programme	Girl Child Education Day/Quality Education Day/ Green Plantation Day
Day – VI	21.06.2014
Programme	CwSN Day/Mid-Day Meal Day