

**MINUTES OF THE SECOND MEETING HELD WITH MONITORING
INSTITUTES ON 14th DECEMBER 2005**

A meeting with the representatives of the Monitoring Institutions under Sarva Shiksha Abhiyan was held under the Chairpersonship of Ms. Vrinda Sarup, Joint Secretary (EE-II) on 14th December 2005 at Mirza Galib Hall, SCOPE complex, CGO Complex, Lodhi Road, New Delhi. A list of the participants is enclosed.

2. At the outset Shri P. Sukumar, Deputy Secretary, MHRD welcomed all participants who have responded quickly despite a short notice. He informed the participants that the earlier meeting was held on 12th July 2005. Subsequently there have been changes in the officers designated for handling the Monitoring Institutes. The Terms of Reference have also now been finalized. Due to these developments, it was felt necessary to have a meeting with the MIs. He then requested Ms. Vrinda Sarup, Joint Secretary (EE-II) to inaugurate the meeting.

3. In her inaugural address Ms. Vrinda Sarup informed the participants that one of the objectives of the meeting is to meet the representatives of the MIs and have a face to face inter action. Also there may be some questions in the mind of the MIs, which need to be clarified. The non-submission of UCs is an issue, which should be sorted out early, as it has held up fund releases to MI during 2005-06.

4. She further informed the participants that now all the States and Union Territories are participating in SSA and that there has been an increase in the Budget allocation for the programme by Govt. of India in 2005-06 itself. The States are implementing the programme with enthusiasm.

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5. She then indicated to the participants that the program implementation is being monitored in more than one way. The Ministry is receiving Quarterly reports from the States on Financial matters, key physical indicators and on specific areas like, EGS/AIF, Civil Construction, IED, etc. The second method of monitoring is by independent bodies like the Monitoring Institutions. They have the opportunity of visiting the SPO/DPO and the field situation. They can check the details, which are relevant for implementation of the programme, at random and report on ground realities. The third method of Monitoring is through sample surveys. MHRD has recently commissioned surveys to assess the out of school children, Teacher absenteeism/children absenteeism, etc. The fourth method of monitoring is through annual DISE statistics. Recently, there has been improvement in the availability of DISE data.

6. MIs reports will validate the information received by the GOI from other monitoring sources. They would look into the implementation mechanisms. The visit by MIs will bring the true picture of implementation in the field. While the basic information is to be collected from the SPO/DPO, the MIs should decide independently on the villages/schools to be visited by them. They should conduct random checks. The MIs insight is fundamental in the success of the programme. They could identify the local problems and enquire whether funds, etc. are reaching the School/VEC/teachers in time. MI could identify the bottlenecks, reasons for delays, etc. The student's achievement level is another area, which the MIs need to examine during the field visit.

7. Ms. Vrinda Sarup informed that the work relating to Monitoring Institutes will be handled by Shri Girija Shanker in TSG and the fund releases will be looked after by Shri Ravi Chand, Under Secretary in Deptt. of EE & L. The TSG Cell on Monitoring is being strengthened.

8. Dr. K.K. Vashisht, NCERT in his address informed the participants that DISE provides a school based data on elementary education. There is need to build up linkage between SCERT, Monitoring Institutes and the State Project Office. Some of the MIs should come forward to conduct research studies. They should also act as a catalyst in

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encouraging research and evaluation studies by the teachers. The most important aspect is whether the children are actually learning, what are the problems and issues in increasing student achievement.

9 Thereafter, the first agenda item regarding confirmation of Minutes the last meeting held on 12.07.2005, was taken up. Dr. Nayantara IIM Bangalore informed that the Additional Secy. who chaired the previous meeting requested IIM Bangalore to submit a proposal for working as National Nodal Institute and it was agreed by IIM Bangalore. This has not been recorded in the minutes. This amendment was accepted. With this amendment the minutes of the previous meeting were adopted. 7

10 The submission of UCs for grants released by GOI during 2003-04 and 2004-05 were reviewed. Each of the MI's present was requested to submit the UCs. Many of them indicated that they had submitted the relevant UCs earlier more than once. However, copies of the same were collected during the meeting and it was decided to accept these photocopies for issuing the UCs. The papers submitted by them were quickly examined by Shri Ravi Chand, Under Secretary and Shri Sanjay Kumar, Desk Officer and the position of defaulter and decision taken thereon emerged as follows: -

S. No.	Name of the Institute	Position
1	Arunachal University	The UC for recurring grant of Rs. 54,500 for 2003-04 duly signed by the Auditor will be submitted latest by 15 th February 2006.
2	M.S. University, Baroda	The UCs and Audited Accounts in respect of Non-recurring grant of Rs. 1.30 lakhs and recurring grant of Rs. 53,000 in 2003-04 will be submitted before the end of February 2006.
3	RIE, Bhopal	For the recurring grant of Rs. 56,000 for 2004-05, a request to carry forward will be submitted by

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		RIE, Bhopal.
4	RIE, Mysore	For the non-recurring grant of Rs. 1.30 lakhs and recurring grant for Rs. 45,500 for 2003-04 the UCs were submitted without Audited Accounts. NCERT will submit the Audited Accounts.
5	Centre for Development Studies, Trivandrum.	For the non-recurring grant of Rs. 1.30 lakhs and recurring grant of Rs. 53,000 for Kerala and Rs. 33,500 for Lakshadweep for 2003-04 the UC will be submitted before the end of January 2006
6	TISS Mumbai	From the non-recurring grant of Rs. 1.30 lakhs for 2003-04 an amount of Rs. 18,756 remains unspent a request to carry forward this, along with a request to carry forward recurring grant of Rs. 68,000 for 2004-05 to be submitted.
7	Manipur University	1. The UC for Rs. 1.30 lakhs for 2003-04 with Audited Certificate to be submitted in a month. 2. The recurring grant of Rs. 45,500 for 2003-04 was <u>not</u> received by MI. This needs to be investigated by Deptt. of EE & L.
8	NEHU Shillong	The Audited Account for recurring grant of Rs. 42,500 for 2003-04 with UC will be submitted before the end of January 2006.
9	Mizoram University	The Audited Account for Non-recurring grant of Rs. 1.30 lakhs and recurring grant of Rs. 44,000 for 2003-04 along with UC to be submitted before the end of February-2006.
10	NKC Centre for Development Studies, Bhubaneswar	The UC for recurring grant of Rs. 69,000 for 2004-05 will be submitted before the end of December 2005.
11	Punjab University	The request for carrying forward the unspent Balance of Non-recurring grant of Rs. 1.3 lakhs

		and recurring grant of Rs. 57,500 for 2003-04 and recurring grant of Rs. 33,500 for 2004-05 to be submitted.
12	Alagappa University	(i) The Non-recurring grant of Rs. 1.30 lakhs was <u>not</u> received. Needs to be verified by Department of EE&L. (ii) The UC for the recurring grant of Rs. 51,500 can be submitted only after the non-receipt of non-recurring grant is settled.
13	Giri Institute of Social Science	(i) Request for carrying forward the unspent Balance of Rs. 55,000 out of Rs. 1.30 lakhs of non-recurring grant to be submitted. (UC already issued.) (ii) The UC for recurring grant of Rs. 67,500 for 2004-05 will be submitted within 15 days.
14	NIAR Mussoorie	The UC with Audited Accounts for non-recurring grant of Rs. 1.30 lakhs will be submitted by end of January 2006.
15	IIM Kolkatta	The UC and Audited Account for non-recurring grant of Rs. 1.30 lakhs be submitted before the end of January 2006.
16	Vishwabharati University	(i). The UC and Audited Account for non-recurring grant of Rs. 1.30 lakhs to be submitted before end of January 2006. (ii). Request to carry forward recurring grant of Rs. 47,000 for 2003-04 to be submitted.

11. The following written requests to carry forward the grants were made in the meeting: -

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| (i) A.N. sinha Institute of Social Studies | (i) Unspent Balance of non-recurring grant. |
| | (ii) Recurring grant of Rs.57,500 for 03-04. |
| (ii) Kurukshtra University | Recurring grant of Rs.60,500 for 03-04 |
| (iii) Himachal University | Recurring grant of Rs.50,000 for 03-04 |

12. IIM, Bangalore and Institute of Social and Economic Change, Bangalore raised the issue of non-payment of fees for being Lead Institute. They were requested to send their demand indicating the work undertaken by them as Lead Institute of Tamil Nadu and Karnataka respectively.

13. The following MIs did not attend the meeting and the position of UCs in respect of these MIs is as indicated below: -

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| 1. Osmania University | - | Rs. 1.30 lakhs Non-recurring (03-04)-pending |
| | | Rs. 66,500 Recurring (03-04) - pending |
| 2. SNDT University | - | Rs. 1.30 lakhs Non-recurring (03-04) - pending |
| 3. Nagaland University | - | Rs. 1.30 lakhs Non-recurring (03-04) - pending |
| | | Rs. 44,000 Recurring (03-04) - pending |
| 4. University of North Bengal | - | Rs. 38,000 Recurring (03-04) - pending |
| 5. Centre for Study of Development Societies | - | Rs. 1.30 lakhs Non-recurring (03-04) - pending |
| | | Rs. 45,500 Recurring (04-05) - pending |
| 6. GB Pant Social Science Institute | - | Rs. 1.30 lakhs Non-recurring (04-05) - pending |
| | | Rs. 59,000 Recurring (04-05) - pending |
| 7. XLRI Jamshedpur | - | No UC pending |

14. Ms. Vrinda Sarup requested all the defaulting MIs to submit UCs with all the relevant documents early in any case by 30th January 2006.

15. If any MI has incurred expenditure during 2005-06 and or propose to incur expenditure in the remaining months of 05-06 the details of expenditure may be.

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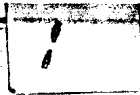
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submitted early, so that the funds could be released within this financial year. Such a request can be entertained only in respect of MIs who have cleared their UCs

16. The provisions of revised TOR were then taken up for discussion. Shri P Sukumar, Deputy Secretary made a brief presentation. A copy of the presentation is enclosed.

17. The MI's appreciated the revised Terms of Reference and its stream-lining. They endorsed the TOR's. JS (EE-II) pointed out that the financial aspects were under consideration of the Internal Finance Wing of the Department, after which they would be circulated to MI's along with the MOU. The following decisions were taken: -

- (i) The scale of work of 5% can be maintained but the stipulation that on an average 100 schools/EGs Centres per district will be visited may not be practicable in case of Districts, which are smaller. In such cases it should be left to Monitoring Institutes to cover more than 5% of schools so that a truly representative sample is available.
- (ii) Since the MIs will cover all the districts allotted to them in two years and will submit a six monthly report on 25% of the District allotted to them they will not be visiting the same District more than once in a period of two years.
- (iii) The date of submission for the six monthly reports to be submitted by the MI will be 31st October and 30th April.
- (iv) If the SPO does not respond to the draft report within a period of 30 days, the MI can finalize the report without waiting for the response from the SPO.
- (v) The TA/DA can be paid by MI provided they do not avail of the transport or hospitalities of the State project Office.
- (vi) Each MI will prepare an action plan and a timetable to facilitate the Monitoring. They are free to work out the manpower requirement on their own. They may prepare an internal plan for monitoring and build it up



within the costing indicated in the TOR and utilize the funds sanctioned to them according to their Plan.

- (vii) A draft MOU will be prepared and sent to MIs. The MIs should get it signed by the authorized signatory and submit the same to the Deptt. of EE & L within one month of its dispatch. The first installment of 2006-07 could be released only after the MOU is signed by MI and submitted to Department of Elementary Education & Literacy.

18. Ms. Vrinda Sarup emphasized the need for the MIs to build up a network with SPO and DPOs of the districts allotted to them. The expertise of MIs could be utilized in the various resource groups of the State and also in the Centre for appraisal of Annual Plans of the State. To facilitate the task of MIs the quarterly State/UT progress reports of Key indicators would be e-mailed to the Monitoring Institute by TSG every 3 months.

19. The MI's placed on record their appreciation of the meeting, as useful, relevant and purposeful. They also, promised to be prompt henceforth in clearing their UCs on time and sending their reports within time schedules. JS (EE-II) insisted on circulating the contact numbers and email addresses of all concerned as annex to the minutes of the meeting, to facilitate interactions between MI's and the D/o EE & L. In the event of any difficulty with any State/UT faced by the MI, the matter should be brought to attention of Mr. P. Sukumar, Deputy Secretary, at once by the MI telephonically and through email.

20. It was also felt necessary to hold a meeting of the Monitoring Institute every six months. In these meetings, the Monitoring Institutes could highlight the good practices observed them, make any suggestions for improvement of the implementation SSA, and provide feedback on their reports. On the suggestion of the participants, it was agreed that such meetings be held in different cities of the country.

The Meeting ended with vote of thanks to the Chair.

List of Participants from Ministry, NCERT, NIEPA, EDCIL, Mis etc. who attending the monitoring meeting held on 14.12.2005 at Scope Complex, New Delhi-110003.

Sl. No.	Name of the participant, Designation and Addresses
	Ms Vrinda Saruc, Joint Secretary (EE-II), MHRD, New Delhi
	Mr P. Sukumar, Deputy Secretary, EE Bureau, MHRD, New Delhi
	Mr Ravi Chand, Under Secretary, MHRD, New Delhi
	Dr. T. Lhungdim, Lecturer, Department of Education, Arunachal Pradesh University, Rono Hills (Doimukh) - 791112, Arunachal Pradesh
	Prof. Nilma Bhagabati, Professor and Head, Department of Education, Gauhati University, Gopinath Bardoloi Nagar, Gauhati - 781014, Assam
	Prof. Mohd. Aakhtar Siddiqui, Head, Department of Teacher Training, IASE, Jamia Millia Islamia, Maulana Mohammed Ali Jaunpur Marg - 110025, New Delhi
	Dr. Sudha Rani Sinha, Reader and Head, Division of Psychology, Patna Institute of Social Studies, Patna - 800001, Bihar
	Prof. O.N. Awasthi, Regional Institute of Education (RIE), Sonamaria - Bhopal - 462013, Madhya Pradesh
	Dr. Ramesh C. Patel, In-charge SSA Supervision and Monitoring, M.S. University, Vadodara, Centre of Advanced Study in Education, CASE, Department of Education, Faculty of Education & Psychology, Manaraj Sayajirao University of Baroda (M.S.), Vadodara - 390002, Gujarat
	Dr. Vinod K. Shah, Incharge of SSA, Sardar Patel Institute of Economic and Social Research, Thaltej Road, Ahmedabad - 380054, Gujarat
	Dr. S.P. Malhotra, Prof and Dean, Faculty of Education, Kurukshetra University, Kurukshetra - 136119, Haryana
	Dr. Sudesh Negi, Director, Centre of Adult, Continuing Education and Extension, Himachal Pradesh University, Shimla - 171005, Himachal Pradesh
	Ms. Priyanka Sharma, Officiating Assistant Director, Jammu University, Department of Education, Jammu Tawi - 180004, Jammu
	Dr. Nighat Basu, Director, State Resource Centre, University of Kashmir, Naseem Bagh Hazratbal, Srinagar - 190006, Kashmir
	Dr. M.D. Usha Devi, Associate Professor, Institute for Social and Economic Change, Nagarabhavi, P.O., Bangalore - 560072, Karnataka
	Dr. C.G. Venkatesha Murthy, Reader, Regional Institute of Education, Manasagangotri, Mysore - 570006, Karnataka
	Dr. C. Gasper, Associate Fellow, Centre for Development Studies, Prasanth Nagar, Ulloor, Trivandrum - 695011, Kerala
	Dr. Avinash Kumar Singh, Reader, Tata Institute of Social Sciences, Post Box No. 8313, Deonar, Mumbai - 400088, Maharashtra
	Dr. Sandeep Joshi, Senior Fellow, M.P. Institute of Social Science Research, 19, Mahashweta Nagar, Ujjain - 456010, Madhya Pradesh

20. Dr. Ambika Jain . Professor and Director, Centre for education studies
Indian Institute of Education, J.P. Naik Path 128/2 Kothrud Pune -
411038, Maharashtra
21. Dr. S. Shyamjaisingh . Finance Officer, Department of Education, Manipal
University, Canchipur, Imphal - 795003
Manipur
22. Dr. C. Nongbri, Reader, Department of Education North-Eastern
University, NEHU Campus, Shillong - 793022, Meghalaya
23. Prof. R.P. Vadhera, Department of Education, Mizoram University
Aizawl - 796001, Mizoram
24. Dr. Prasanta Kumar Acharya . Reader in Social Anthropology
Nabakrushna Choudhury Centre for Development Studies
Bhubaneswar - 751013
Orissa
25. Prof. (Dr.) Sebak Tripathy, Principal, Dr. P.M. Institute of Advanced Studies
Education, At./PO: Motijharan, Dist: Sambalpur - 768001 Orissa
26. Dr. Malvinder Ahuja, Reader, Department of Education, Punjab University,
- 160014 Chandigarh
27. Shir Rajesh Perekcp, Research Officer, Institute of Development Studies
8 B, Jhalana Institutional Area, Jaipur - 302004, Rajasthan
28. Dr. P. Prema . Professor . Department of Education, Aiyappa University,
Karaikudi - 630003, Tamil Nadu
29. Dr. S. Nayana Tara, Public Systems Management
Indian Institute of Management Bangalore
Bannerghatta Road, Bangalore - 560076
30. Shri Amitabha Sinha .
Reader,
Department of Analytical & Applied Economics,
Tripura University, P.O. Box No. 147,
Agartala - 799130 Tripura (West)
31. Dr. Fahimuddin, Senior Fellow, Giri Institute of Development Studies
Sector - O, Aliganj Extension, Lucknow - 226024
Uttar Pradesh
32. Dr. B.N. Tyagi, Executive Director, Centre of Advanced Development
Research (CADR), 56-A, Chandganj Garden, Lucknow - 226024 Uttar
Pradesh
33. Shri Subodh Kumar, Reader, Institute of Advance Studies in Education,
Department of Education, Lucknow University, Lucknow - 226007
Uttar Pradesh
34. Shri R.P. Juyal, Consultant and Shri Sanjeev Sharma, Researcher
National Institute of Administrative Research, Cosy Nook Complex
Mussoorie - 248179 Uttaranchal.
35. Dr. Rafiqul Islam, Reader and Head, Department of Adult and Continuing
Education & Extension, Visva-Bharati University, P.O. Sriniketan Dist.
Birbhum - 731236, West Bengal

- 38 Dr. S. Gunasekaran, Dean, Department of Sociology, Pondicherry University - 605014, Pondicherry.
- 39 Shri. Sanjay Kumar, Desk officer MHRD New Delhi
- 40 Dr. K. K. Vashishtha, Prof & Head, Department of Elementary Education, NCERT New Delhi
- 41 Mr. Ashok Kumar, CAO&IFA, DEE, NCERT, New Delhi
- 42 Dr. R. S. Thakur, Consultant, NIEPA, New Delhi
- 43 Mr. K. Girija Shankar, Consultant (Monitoring) SSA, EDCIL, New Delhi
- 44 Mr. Ritwik Patra, Senior Consultant, EDCIL, New Delhi
- 45 Mr. A. C. Lal, Chief Consultant, EDCIL, New Delhi
- 46 Prof. A. B. Srivastava, Chief Consultant, EDCIL, New Delhi
- 47 Mr. R. K. Mishra, Consultant, EDCIL, New Delhi
- 48 Mr. Birnagem Ram, Chief Consultant, EDCIL, New Delhi

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