

Name of State: Haryana			
Srl.	Question	status	Remark, if any
1.	Total No. of Schools (Govt./ Aided/ Local Bodies) & EGS/AIE Centres obligated to provide Mid day Meal	14607	
2.	Total No. of Schools (Govt./ Aided/ Local Bodies) & EGS/AIE Centres actually providing Mid day Meal	14603	Panchayat refused to take MDM in 4 schools schools namely GPS/GHS Ruan, GPS Doda Kheri, and GPS Dera Brahamanpuri.
3.	Have any budgetary provisions made to provide assistance for cooking cost, infrastructure, procurement of kitchen devices/ construction of kitchen-cum-store room/ cooking utensils/ utensils for children to have food/ pure drinking water/ water for washing and cooking food and washing utensils/ dining room, if yes give details. (Pl. Ref. Clause 2.6 of MDMS)	Yes	Cooking Cost is Rs. 4.13 (I to V Class) and Rs. 6.18 (VI to VIII Class), schools have provided kitchen devices i.e. gas connections, gas burner with two cylinders. Detail of kitchen-cum-store is mentioned in column No. 6. All the schools have provided plates and spoons.
4.	Have any State Norms formulated of expenditure under the different components of the Scheme as mentioned above, if yes, give details and bifurcation head-wise (Pl. Ref. Clause 2.6 r/w 3.3 of MDMS)	--	The scheme is being implemented as per Guidelines/Norms of Govt. of India.
5.	Have any guidelines/ modalities developed for day to day management and monitoring of implementation of the MDM scheme, if yes give details. (Pl. Ref. Clause 3.4 to 3.6, 6.2 & Ann. 12 of MDMS)	yes	State Level Steering-cum-Monitoring Committee, District Level Steering-cum-Monitoring Committee and Block Level Steering-cum-Monitoring Committee have been constituted (copies of these committees are herewith as enclosures I to III). The details of school activities and issues related to MDM tasks are shared with community members. SMC meetings are held once every month in all the schools. Almost in all the meetings issues related to MDM are discussed. A fair participation of parents/ SMC/ Panchayats in daily supervision and monitoring of MDM scheme is also taken.

			<p>Apart from this Monitoring Officer have also been appointed for inspection of the implementation of Mid-Day-Meal Scheme.</p> <p>All District Elementary Education Officers/Block Education Officers/Block Elementary Education Officers have been directed for inspection of Mid-Day-Meal. A copy of instructions dated 29-10-2015 is enclosed herewith as Enclosure IV.</p>
6.	Have any safety specification formulated for construction of kitchen-cum-store room (Pl. Ref. Clause 2.6 r/w 4.2 & Ann. 9 of MDMS), if yes give details.	Yes	<p>Sarv Shiksha Abhiyan (State Project Director) has been entrusted the work of construction of kitchen-cum-stores. Report of O/o State Project Director is enclosed herewith as Enclosure V.</p>
7.	Has any system established for Food Corporation of India for continuous and un-interrupted flow of foodgrains to all eligible schools and Centres, if yes give details. (Pl. Ref. Clause 2.6 r/w 3.7 & 3.8 of MDMS)	Yes	<p>Every Month District Elementary Education Officers will finalize the schedule of lifting of foodgrains with Managing Director HAFED and further the same shall be distributed among the BEEOs.</p> <p>District Elementary Education Officers and District Manager, FCI of the district concerned will inspect the quality of foodgrains and ensure that good quality of foodgrains are supplied to the schools of district.</p> <p>Block Elementary Education Officer will further inform the Head Teacher the schedule of distribution of foodgrains and will ensure that the school teacher be present in the school on the date of delivery of foodgrains in the school.</p> <p>Head of the school/MDM Incharge will inform the SMC well in advance about unloading of foodgrains and SMC and Head Teacher will ensure the quality and quantity</p>

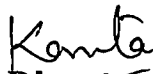
			of the foodgrains.
8.	Have any guidelines formulated to promote and facilitate peoples' participation in the MDM Scheme, if yes give details. (Pl. Ref. Clause 2.6 r/w 3.9 & 4.4 of MDMS)	yes	<p>Every third Tuesday of the month will be celebrated as girl student's birthday jointly as "Beti Ka Janamdin-School me Abhinandan". All the girls whose birthdays will fall in the given month will be congratulated and given a special treatment during the MDM.</p> <p>It is also aimed at giving a fillup to the community participation as parents will also be invited to these celebrations and will be given a window of free participation in the MDM and other activities of the school.</p> <p>Involvement of Self Help Groups in cooking and management of MDM.</p> <p>Community contribution on special festivals and national day's celebration in schools.</p> <p>Maintenance of kitchen garden in school by the community.</p>
9.	Have any guidelines framed for preparation of nutritious and economical Mid Day Meal, if yes give details. (Pl. Ref. Clause 4.1 of MDMS)	yes	Mid-Day-Meal is being served as per Govt. of India Norms and menu has been prepared. Copy of recipes is enclosed herewith which shows the nutritious value.
10.	Has any IEC (Information, Education and Communication) activity undertaken to inform the end beneficiary i.e. the child through the parents about their fundamental right to receive and duty of the State to serve good quality and good quantity of hygienic food in dignified manner, if yes give details. (Pl. ref. Cl. 3.10)	yes	All informations are available on the website of Haryana Elementary Education Department's website i.e. http://harprathmik.gov.in/ and guidelines of Mid-Day- Meal are available on mdm.nic.in.
11.	Has any dedicated mechanism developed for public grievance redressal with wide publicity and easy accessibility, if yes give details. Is there any separate web-site. (Pl. Ref. Clause 6.3 of MDMS)	yes	A Grievances Cell has been established in the Mid-Day-Meal branch. Complaints or suggestions are received by this branch by way of (1) by post, (ii) by email at email address

			<p>mdmhry@gmail.com and (iii) by telephone on telephone no. 0172-2584522 (iv) CM Window Portal. Complaints received by email and telephone are noted down and put to officials for necessary orders by the Computer Operator. The complaints received by post are dealt by the Mid-Day-Meal Branch and are put to officials for necessary orders. Assistant Director, Mid-Day-Meal is the Nodal Officer for complaints. The Nodal Officer contacts complainants on phone and solves their problems/complaints. Only in complaints of serious nature an enquiry is held by the officers of Head Quarter/ Field Officers. All complaints are dealt promptly. It is submitted that whenever any complaints of Mid-Day-Meal received through CM's Portal, E-mail, telephone or through District Elementary Education Officer or through post immediately prompt action are being taken to resolve the problem and in serious nature complaints enquiry are also being conducted at Directorate level and as per enquiry report actions are being taken against the defaulters as per rules. The complaints of CM's window are to be resolved within a month. Nature of complaints are removal of cook-cum-helpers, increase of honorarium of cook-cum-helpers, honorarium not paid to cooks on time, regular pay scale of programme executive and account executive and other related issue of Mid-Day-Meal.</p>
12.	Have State Level, District Level and Block Level Steering-cum-	yes	Copies of these have already been enclosed as mentioned in

	Monitoring Committees been constituted, if yes give composition of each of the committee (Pl. Ref. Clause 3.2 r/w Ann. 8 of MDMS)		para 5 above.
13.	What steps have taken for mobilization of mothers to watch Mid Day Meal (Pl. Ref. Circular dated 27.12.2005 of MHRD)	yes	Heads of the schools has to taste the MDM along with SMC members before serving to the students. Instructions have also been issued to all the District Elementary Education Officer for presence of parents for supervision and tasting of the quality of the meals under MDMS. Copy enclosed as Enclosure VI.
14.	Does the State Government prepare and send all necessary information to MHRD in the manner as required under Para 5.1 r/w Ann. 11 and Para 5.4 r/w Form 1-3 of MDMS. Has any State Level Portal made to make available all this information for public at large.	yes	All necessary information is being sent to MHRD from time to time. State Level Portal is not available but information is available on School Notice Board for General Public.
15.	What is the status of setting up of dedicated website for MDM at State level linked with districts, please furnish the website address.	--	Although there is no dedicated website at State Level, yet the matter is under consideration.
16.	What are the steps taken for training of cooks-cum-helpers on continuous basis on Food Safety and Hygiene (Pl. ref. guidelines dated 13.02.2015 of MDM Division, MHRD.	yes	Training of cook-cum-helpers on continuous basis on Food Safety and Hygiene is imparted at block level. Copy of these instructions is enclosed as Enclosure VII.
17.	Is there any consequential provision of law in case a person is found guilty of not properly implementing various aspects of the Mid Day Meal Scheme? If not, then is the State has any proposal to bring such law in force for ensuring better implementation of MDM Scheme.	yes	Actions are taken against a person who found guilty of not properly implementing various aspects of the Mid Day Meal Scheme as per MDM/Service Rules.

Place : Panchkula

Dated: 27.03.2017


 Assistant Director, MDM
 for Director Elementary Education Haryana
 Panchkula

ANNEXURE R-12/I

From

Director Elementary Education, Haryana
Shiksha Sadan, Sector-5, Panchkula

To

All District Elementary Education Officers
In the State of Haryana.

Memo No.4/100-2014 MDM 1
Dated Panchkula the 29.10.2015

Subject: To Impliment Mid day meal Scheme well in the state of Haryana.

In reference to the subjected above and in continuation of letter no 4/37-2014 MDM(1) dated 1.07.2014 and 4/100-2014 MDM (1) dated 19.12.2014.

Directorate has issued directions time to time to implement the Mid-Day-Meal Scheme well. You are again directed that you should observe the following guidelines during lifting of stock of grains from the depot of Food Corporation of India and preparation of meal and serving to the students:-

1. Before lifting of stock of grains for Mid-Day-Meal observe following things:-
 - (a) Check the Quality and Weight of grains before lifting the stock.
 - (b) Avoid the stock which is kept in open.
 - (c) Stock should be lifted from depots under Food Corporation of India.
 - (d) Officer in the Rank of DEEO/Dy. DEO or Block Education Officer will be present during the lifting of stock on particular day and that officer solely will be responsible for Quality of the grain if found below standard.
 - (e) Each District Elementary Education Officer will ensure the present of the member of Self Help Group in school and before taking the stock, its weight and Quality will be checked well. In case Self Help Group declines the acceptance of stock then members of Self Help Group will be responsible for this.

2. Following things be kept in mind during preparations of the Mid-Day-Meal:-

- (a) Before preparation material and utensils in which food is being prepared be washed well and prepared meal be kept on clean place by covering it well and served to children well. Also ensure that tins containing ghee and refined should be sealed.
- (b) Mid-Day-Meal be prepared in a proper kitchen. Preparation in open or under tree should be strictly banned.'

3. Before serving the food following things be kept in notice:-

- (a) Before serving food, it should be ensured that children should wash their hands before and after the meal.
- (b) All foods prepared under the Mid-Day-Meal be prepared under the direct observations of School Head or Mid-Day-Meal Incharge and before serving the food its Quality and Quantity will be checked and will also be tasted by incharge or Head of the school.
- (c) To check quality of food, Mothers of school children be involved.

Other main directions

- (a) In addition to this, vide Letter No. 1/27-2013 MDM (1) dated 02.09.2013 already directed to ensure that once in a month, food must be get tested by a Lab approved by Govt. of India. But it is observed that not a single school in district followed this direction. Therefore, you are again directed to get the meal tested in Lab once a month and send report to Headquarter with Address of Lab: Name, Address of recognized lab. received from Govt. of India are enclosed.
- (b) Vide Letter No. 1/27-2013 MDM (1) dated 02.09.2013. It was directed that quarterly a meeting under The Chairmanship of MP will be held by Dy. Commissioner and District Elementary Education Officer will arrange for this meeting.
- (c) Vide Letter No. 1/27-2013 MDM (1) dated 02.09.2013 direction were issued that once in a month under the Chairmanship of Deputy Commissioner a meeting will be organized and in this meeting different departments like Health, Social Welfare, Panchyat and Rural Development, Food Supply and Public Health and Engineering will be called and with their help any problem in implementation of this scheme will be sorted out.

(d) To meet any exigency telephone number of Primary Health Centre, Community Health Centre, District Hospital, Deputy Commissioner, DEEO's and Block Education Officers will be displayed on board.

(e) Once in a month all DEEO's and BEEO's will inspect the Mid day Meal and will ensure the quality and status of Hygiene of the food serve to the students. It is also ensured there is no violation of rules and no discrimination of cast, creed and colour exist and report of this inspection should be sent to the Head Quarter.

a. District Elementary Education Officers of those districts where food is supplied by ISCKON will direct the incharge of respective Schools to ensure the quality of food supplied by ISCKON and ensure that it is clean and there is no violation of rule and taste it before serving the meal to the students. If there is something wrong ISCKON must be inform. Please ensure the implementation of above directions strictly.

Sd/-
Manager MDM
O/o Director Elementary Education,
Haryana, Panchkula

Endst No. Even

A copy is forwarded to the following for necessary action.

1. All Deputy Commissioner in the State with a request to check the Mid Day Meal in their respective Districts.
2. ISCKON Food Relief Foundation, Plot No. 534 Pace City-2, Sec 37, Gurgaon 121006, Haryana.
3. ISCKON Food Relief Foundation, Village Dholagarh, OMAX City Palwal-121102 Haryana to follow above guidelines strictly.
4. ISCKON Food Relief Foundation, Village Mirzapur, P.O. Gurukul, Kurukshetra-136119-Haryana to follow up guideline strictly
5. Director ISCKON Food Relief, Community Centre, Sec 7-A, Behind St. John Public School, Near Satya Cinema, Faridabad-121006, Haryana to follow above guidelines strictly.

True English Version

Sd/-
Manager MDM
O/o Director Elementary Education,
Haryana, Panchkula

Attested
Kaula
KANTA 09/03/2017.
ADEE.

ANNEXURE R-12/II

From

Director Elementary Education, Haryana
Shiksha Sadan, Sector 5, Panchkula

To

All District Elementary Education Officer,
Haryana State

Director,
ISKCON Food Relief Foundation,
Village Ali, Near Barat Ghar, Mathura Road,
New Delhi-110044

Memo No. 1/18-2013 MDM (1)
Dated, Panchkula the 30-09-2016

Subject: Revised/Amended Menu List under Mid-Day-Meal.

In Reference to the subject cited above that menu list under Mid-Day-Meal has been revised/amended and amended list is as follows:-

For Primary Classes				
Sr. No.	Type of Food	Quantity of raw material (in gms.)	Protein (gms.)	Energy (Kg. Calorie)
1	Mithi Kheer (Primary)			
i	Rice	100	6.80	345
ii	Milk	60	1.92	40.02
iii	Sugar/Jaggery	20	0	79.6
iv	Ground Nut	30	7.80	171.10
	Total	210	16.52	617
2	Vegetable Pulao			
i	Rice	100	6.8	345
ii	Soya Powder	10	4.3	43
iii	Seasonal Vegetables (Potato, Pea, Carrot, Cauliflower, Tomato, Bottle Gourd, Methi, Spinach and Bathua etc.	50	1.3	35
iv	Refined Oil	5	0	45
v	Salt and Spices according to the taste	0	0	0
	TOTAL	165	12.4	468

Sr. No.	Type of Food	Quantity of raw material (in gms.)	Protein (gms.)	Energy (Kg. Calorie)
3	Nutritious Khichri			
i	Rice	100	6.8	345
ii	Chhana Dal	20	4.06	74.6
iii	Seasonal Vegetable	50	1.3	35
iv	Refined Oil	5	0	45
v	Salt and Spices according to the taste	0	0	0
	TOTAL	175	12.16	499.6
4	Rajmah Rice			
i	Rice	100	6.8	345
ii	Rajmah	20	4.8	67.60
iii	Onion, Potato, Green Coriander etc.	50	0.5	50
iv	Refined Oil	5	0	45
v	Salt and Spices according to the taste	0	0	0
	TOTAL	170	12.1	507.60
5	Curry Pakora and Rice			
i	Rice	100	6.8	345
ii	Besan	20	4.13	74
iii	Soya Powder	3	1.26	13.2
iv	Curd	35	1.05	21
v	Seasonal Vegetables and Onion	40	0.4	48
vi	Refined Oil	5	0	45
vii	Salt and Spices according to the taste	0	0	0
	TOTAL	203	13.64	546.2
6	Sweet Rice			
i	Rice	100	6.8	345
ii	Ground Nut	30	7.8	171.1
iii	Jaggery/Sugar	20	0	79.6
iv	Refined Oil	5	0	45
	TOTAL	181	14.6	640.7

Sr. No.	Type of Food	Quantity of raw material (in gms.)	Protein (gms.)	Energy (Kg. Calorie)
7	Missi Roti and Seasonal Vegetables			
i	Wheat	100	12.1	341
ii	Besan	20	4.13	74
iii	Seasonal Vegetables (Potato, Pea, Carrot, Cauliflower, Tomato, Bottle Gourd, Methi, Spinach, Bathua etc.	50	1.3	35
iv	Refined Oil	5	0	45
v	Salt and Spices according to the taste	0	0	0
	TOTAL	175	17.53	495
8	Atta Halwa and Black Chana			
i	Wheat	100	12.1	341
ii	Black Chana	20	3.4	72
iii	Sugar	20	0	80
iv	Refined Oil	8	0	72
v	Salt and Spices according to the taste	0	0	0
	TOTAL	148	15.5	565
9	Roti and Dal Ghiya/Kaddu			
i	Wheat	100	12.1	341
ii	Chana Dal	20	4.06	74.6
iii	Gourd/Onion and Tomato	50	0.6	25
iv	Refined Oil	5	0	45
v	Salt and Spices according to the taste	0	0	0
	TOTAL	175	16.76	485.6
10	Sweet Porridge			
i	Wheat	100	12.1	341
ii	Soya Powder	6	2.52	42
iii	Milk	60	1.92	40.02
iv	Jaggery	20	0	79.6
v	Refined Oil	5	0	45
	TOTAL	204	16.54	547.62
11	Wheat Soya Puri and Vegetable			
i	Wheat	100	12.1	341
ii	Soya flour	15	6.5	65
iii	Seasonal Vegetables (Potato, Pea, Carrot, Cauliflower, Tomato, Gourd, Methi, Spinach, Bathua etc.	50	1.3	35
iv	Refined Oil	5	0	45
v	Salt and Spices according to the taste	0	0	0
	TOTAL	170	19.9	486

Sr. No.	Type of Food	Quantity of raw material (in gms.)	Protein (gms.)	Energy (Kg. Calorie)
12	Nutritious Porridge			
i	Wheat	100	12.1	341
ii	Seasonal Vegetables (Potato, Pea, Carrot, Cauliflower, Tomato, Gourd, Torri, Methi, Spinach and Bathua etc.	50	1.3	35
iii	Soya Powder	10	4.3	43
iv	Ghee/Refined	5	0	45
v	Salt and Spices according to the taste	0	0	0
	TOTAL	165	17.7	464
13	Sweet Purra			
i	Wheat (Flour)	100	12.1	341
ii	Soya Flour	15	6.5	65
iii	Jaggery	20	0	79.6
iv	Ghee/Refined	5	0	45
	TOTAL	140	18.6	530.6

For Middle Classes				
Sr. No.	Type of Food	Quantity of raw material (in gms.)	Protein (gms.)	Energy (Kg. Calorie)
1	Sweet Kheer			
i	Rice	150	10.20	517.5
ii	Milk	100	3.2	67
iii	Sugar/Jaggery	50	0	200
iv	Ground Nut	40	10.4	228
	TOTAL	210	16.52	1012.5
2	Vegetable Pulao			
i	Rice	150	10.2	517.5
ii	Soya Powder	20	8.6	86
iii	Seasonal Vegetables (Potato, Pea, Carrot, Cauliflower, Tomato, Ghiya, Torri, Methi, Spinach and Bathua etc.	75	1.95	52.50
iv	Refined Oil	7.5	0	67.5
v	Salt and Spices according to the taste	0	0	0
	TOTAL	252.5	20.75	723.50

Sr. No.	Type of Food	Quantity of raw material (in gms.)	Protein (gms.)	Energy (Kg. Calorie)
3	Nutritious Khichri			
i	Rice	150	10.2	517.5
ii	Chhana Dal	40	8.13	143.8
iii	Seasonal Vegetable	75	1.95	52.50
iv	Refined Oil	7.5	0	67.5
v	Salt and Spices according to the taste	0	0	0
	TOTAL	272.5	20.28	781.3
4	Rajmah Rice			
i	Rice	150	10.2	517.5
ii	Rajmah	30	7.20	99.9
iii	Onion, Potato, Green Coriander etc.	75	2	75
iv	Refined Oil	7.5	0	67.5
v	Salt and Spices according to the taste	0	0	0
	TOTAL	262.50	19.40	759.90
5	Curry Pakora and Rice			
i	Rice	150	10.2	517.5
ii	Besan	30	6.2	111
iii	Soya Powder	5	2.1	22
iv	Curd	50	1.5	30
v	Seasonal Vegetables and Onion	50	1.3	35
vi	Refined Oil	7.5	0	67.5
vii	Salt and Spices according to the taste	0	0	0
	TOTAL	292.5	21.3	783
6	Sweet Rice			
i	Rice	150	10.2	517.5
ii	Ground Nut	40	10.4	228
iii	Jaggery/Sugar	30	0	119.4
iv	Refined Oil	7.5	0	67.5
v	TOTAL	227.5	20.6	932.4

Sr. No.	Type of Food	Quantity of raw material (in gms.)	Protein (gms.)	Energy (Kg. Calorie)
7	Missi Roti and Seasonal Vegetables			
i	Wheat	150	18.15	511.5
ii	Besan	30	6.2	111
iii	Seasonal Vegetables (Potato, Pea, Carrot, Cauliflower, Tomato, Bottle Gourd, Torri, Methi, Spinach, Bathua etc.	75	2	52.5
iv	Refined Oil	7.5	0	67.5
v	Salt and Spices according to the taste	0	0	0
	TOTAL	262.5	26.35	742.5
8	Atta Halwa and Black Chhana			
i	Wheat	150	18.15	511.5
ii	Black Chana	30	5.1	108
iii	Sugar	30	0	120
iv	Refined Oil	8	0	72
v	Salt and Spices according to the taste	0	0	0
	TOTAL	218	23.25	811.5
9	Roti and Dal Ghiya/Kaddu			
i	Wheat	150	18.15	511.5
ii	Chana Dal	30	6.1	112
iii	Gourd (Ghiya)/Onion and Tomato	75	2	52.5
iv	Refined Oil	7.5	0	67.5
v	Salt and Spices according to the taste	0	0	0
	TOTAL	262.5	26.25	743.5
10	Sweet Porridge			
i	Wheat	150	18.15	511.5
ii	Milk	100	3.2	67
iii	Soya Powder	10	4.3	44
iv	Jaggery	30	0	119.4
v	Refined Oil	7.5	0	67.5
	TOTAL	317.50	25.65	809.4

Sr. No.	Type of Food	Quantity of raw material (in gms.)	Protein (gms.)	Energy (Kg. Calorie)
11	Wheat Soya Puri and Vegetable			
i	Wheat (flour)	150	18.15	511.5
ii	Soya flour	20	8.6	86
iii	Seasonal Vegetables (Potato, Pea, Carrot, Cauliflower, Tomato, Gourd, Tori, Methi, Spinach, Bathua etc.	75	1.95	52.5
iv	Refined Oil	7.5	0	67.5
v	Salt and Spices according to the taste	0	0	0
	TOTAL	252.5	28.7	717.5
12	Nutritious Porridge			
i	Wheat	150	18.15	511.5
ii	Seasonal Vegetables (Potato, Pea, Carrot, Cauliflower, Tomato, Gourd, Tori, Methi, Spinach and Bathua etc.	75	1.95	52.5
iii	Soya Powder	15	6.48	64.8
iv	Ghee/Refined	8	0	72
v	Salt and Spices according to the taste	0	0	0
	TOTAL	248	26.58	700.8
13	Sweet Purra			
i	Wheat (Flour)	150	18.15	511.5
ii	Soya Flour	20	8.6	86
iii	Jaggery	30	0	119.4
iv	Ghee/Refined	7.5	0	67.5
v	TOTAL	207.5	26.75	784.4

All School Heads are directed to implement the amended menu immediately and make sure that thrice a week except Monday and Tuesday above dishes be prepared in milk. All preparation will be made in school campus under the observation of School Head. Quality and nutritive value be tasted by Head before serving the food to the students.

Sd/-
Director
Elementary Education Haryana
Panchkula

Attested
KANTA Kaula
ADEE. 09/02/2017.

True English Version

ANNEXURE R-12/III

From

Director Elementary Education, Haryana
Shiksha Sadan, Sector-5, Panchkula

To

All District Elementary Education Officers
In the State of Haryana .

Memo No.4/27-2011 MDM (1)
Dated Panchkula the 24.12.2014

Subject: Regarding issuance of directions to sort out the complaints of cook-cum-helpers in Govt. Schools/Aided Schools under Mid-Day-Meal Scheme.

In reference to the subject cited above.

Many complaints regarding Cook-cum-Helpers appointed or relieving are being received in Directorate. In relation to this Director Elementary Education has issued directions to District Elementary Education Officer to sort out these complaints.

So following are the directions issued by Directorate time to time:-

1. Eligibility and selection process of Self-Help-Group/Cook cum helpers will be following:-

- (i) Cook-cum-Helpers must be member of a Self-Help-Group constituted by Department of Rural Development and Panchayat Haryana.
- (ii) For appointment of cook, Female of the same village be considered first and such a female whose children are enrolled in the same school must be given priority in appointment.
- (iii) She must be resident of the same village.
- (iv) She must be medically fit and should not have any contagious disease.
- (v) She must not be convicted under any criminal case.
- (vi) She must be perfect in culinary expertise according to.
- (vii) Primary Education and Literary Department, Ministry of Human Resources, 50% reservation to be given to SC Woman means a SC woman must be give priority in appointment of cook-cum-helper and 1/3 of total cook cum helper must be SC

woman. After this Divorcee/BPL/Backward Class woman be accorded priority.

Appointment of cook according to above said eligibility be done by SMC/SHG Head of school and counter signed by Block Education Officer/Block Elementary Education Officer. BEO and BEEOs will send the selection list to DEEOs.

2. Number of Cook-cum-Helpers for a school

- (i) The Number of cook-cum-helper for schools where meal is prepared their number per school be decided according to Norms made by Govt .of India.

as

01 to 25	1
26 to 100	2
each next 100	one additional

- (ii) If primary/upper primary are in same campus and meal is prepared in one kitchen then appointment of cook will be according to strength of primary and upper primary separately.

- (iii) Where supply of food is by ISKCON Food Relief Foundation then number for appointment of cook-cum-helper be made according to following norms:-

01 to 100 students	one
101 to 200 students	two
on next 100 student	one additional

- (iv) In those schools where food is supplied by ISKCON and number of cooks is more than stipulated norms then they must not be relieved instead of this their honorarium be distributed equally among them.

3. Directions for Cook-cum-Helpers and Self-Help-Group (SHG):-

- (i) In those schools where no Self-Help-Group is working incumbent Self-Help-Group enroll those Cook-cum-Helper as members of this new Self-Help-Group.

4. Duties and work of Cook-cum-Helper:-

- (i) Ingredient like soyabin, green vegetables, pea, onion, ground nut, oil, zeera, salt, pepper, mung dal, til ghee, chana, potato, green coriander etc. will be purchased by her.
 - (ii) She will prepare according to fixed menu and strength of students provided by class teacher.
 - (iii) She will receive food grains sent by HAFED and ensure their proper up keeping.
 - (iv) She will provide utilization certificate for quantity of grains and expenditure incurred during a month.
 - (v) She arrange for LPG/Fuel herself.
 - (vi) She will kept all utensils, used in preparation of food neat and clean and maintain hygienic conditions.
 - (vii) After meal she will ensure proper washing of dishes and keep surrounding clean.
 - (viii) Kitchen and ingredient to be used in meal be kept clean before preparation of meal.
 - (ix) Receipt for each purchase will be handed over to Mid-Day-Meal incharge or Head of the School daily.
 - (x) Daily expenditure incurred on preparation of meal will be entered in register according to number of students and get is counter signed by Mid-Day-Meal Incharge or Head of the School.
 - (xi) Where food is supplied by ISKCON, there Cook-cum-Helper will receive that food in clean utensils distribute it among children according to directions.
 - (xii) Cook will produce medical fitness certificate twice a year by Chief Medical Officer of a government hospital regarding contagious diseases etc. to Head of the School.
5. Regarding Cook-cum-Helper's honorarium:-
- (i) In a working day, due to negligence of cook, food is not prepared then remuneration for that day must be deducted for the honorarium and separate arrangement for food for children be done.
 - (ii) No payment be made of honorarium during summer vacations, autumn vacations and winter vacations.

- (ii) In any day food is not prepared with no fault of cook, no deduction of remuneration for that day be made.

6. Regarding guidelines for maternity leave to cook-cum-helpers:-

- (i) Without prior sanction from head of school, no cook remain on leave.
- (ii) She will get maternity leave not exceeding three month.
- (iii) She will not be dispensed from duty due to this leave i.e. maternity leave.
- (iv) After exhaustion of maternity leave, she will be allowed to join the duty.
- (v) She will get no honorarium during the period of maternity leave.
- (vi) If after avail maternity leave, she does not rejoin the duty or gives in written and a new incumbent who joins duty in place of her, and she again desire to join duty, in case she will not be allowed to join the duty.

5. Regarding guidelines for removing of cook-cum-helpers:-

- (i) Preparation of food in inhygienic manner.
- (ii) Not washing utensils properly or refusing intensely to do the same or on any other ground of misconduct and refusing to prepare food or ignoring the guidelines.
- (iii) Not joining the duty after maternity leave.
- (iv) Not following the norms of Mid-Day-Meal Scheme.
- (v) According to norms of Government of India when number of student decrease or school is merged Cook-cum-Helpers can be relieved from duty. Doing this last come first go rule be observed.
- (vi) A Cook-cum-Helper who relinquish the duty on its own and a new incumbent joins the duty then she again desires to join the duty, she cannot be allowed to join the duty.

In above stated conditions SMC/SHG/School Incharge will pass a memorandum and will send the report to Block Education Officer/Block Elementary Education Officers. Block Education Officer/Block Elementary Education Officers with impartial remarks will send his report to concerned District Elementary Education Officer. District Elementary Education Officer after ensuring the facts will take action on relieving the Cook-cum-Helper

from duty. Accordingly to directions of Director, Elementary Education Officer, District Elementary Education Officer will be solely responsible to sought out all complaints of Cook-cum-Helpers. All District Elementary Education Officers are requested to sort out all complaints regarding Cook-cum-Helpers according to stipulated guidelines and make sure no matter regarding complaints be sent to Directorate and also ensure to send a copy of guidelines to Block Education Officers/Block Elementary Education Officers.

All the above directions must be observed strictly.

Sd/-

**Additional Director, MDM
O/o Director Elementary Education,
Haryana, Panchkula**

True English Version

Attested
Kauls
KANTA 09/02/2017
ADEE.

ANNEXURE R-12/IV

From

The Director General Elementary Education, Haryana,
Panchkula.

To

- 1 All District Elementary Education Officers
- 2 ISCKON Food Relief Foundation Sector-7,
Behind Saint John Public School,
Near Satya Cinema, Faridabad-121006

Memo No: 1/27-2013MDM (1)
Dated, the, Panchkula 02-09-2013

Subject: Guidelines to quality, safety and hygiene under the Mid Day Meal

Kindly refer to the subject cited above.

Government of India has issued guidelines vide letter No. 1-4/2013-Desk(MDM) dated 22-7-2013 (Copy enclosed) regarding to ensure quality, safety and hygiene under the Mid Day Meal. You are requested to please get the Mid Day Meal through reputed institutes recognised by the CSIR or National Accreditation Board at least once in a month or whenever desired by Headmaster/ Mid Day Meal Incharge.

Please ensure the compliance of these orders.

Sd/-

**Manager Mid Day Meal
for Director General Elementary Education
Haryana, Panchkula**

True Copy

SCANTA
ADEE.

Attested
Kaula
09/08/13

Enclosure-I

-29-

(+)

GOVERNMENT OF HARYANA
EDUCATION DEPARTMENT

NOTIFICATION

No. 1/6-2005 MDM(1)

Dated, Chandigarh, the, 27.10.2005

Para 3.5.7 of the Guidelines of the National Programme of Nutritional Support to Primary Education, 2004, (NP-NSPE,2004), envisage setting up of Steering-cum-Monitoring Committees (SMCs) at four levels viz. National, State, District and Block, to oversee management and monitoring of the Mid-day-Meal (Cooked Food) Programme.

2. In pursuance of the above, a State Level Steering-cum-Monitoring Committee (SSMC) is hereby constituted for the above programme as follows:-

- | | |
|--|--------------------|
| (1) Chief Secretary to Government of Haryana. | Chairman |
| (2) Financial Commissioner & Principal Secretary to Government of Haryana, Finance Department. | Ex. Officio Member |
| (3) Financial Commissioner & Principal Secretary to Government of Haryana, Planning Department. | -do- |
| (4) Financial Commissioner & Principal Secretary to Government of Haryana, Health Development Department. | -do- |
| (5) Financial Commissioner & Principal Secretary to Government of Haryana, Urban Development Department. | -do- |
| (6) Financial Commissioner & Principal Secretary to Government of Haryana, Women & Child Development Department. | -do- |
| (7) Financial Commissioner & Principal Secretary to Government of Haryana, Food & Supply Department. | -do- |
| (8) Financial Commissioner & Principal Secretary to Government of Haryana, Education & Languages Department. | -do- |
| (9) Financial Commissioner & principal Secretary to Government of Haryana, Rural Development Department. | -do- |
| (10) Managing Director, CONFED, Haryana | -do- |
| (11) Senior Regional Manager, FCI | -do- |

Members to be nominated by the Chairman

(12 -13)) Two experts in the area of nutrition

(14) - 17)) Four persons of whom at least two shall be women with significant contribution/achievements in the area of nutrition/child welfare/community/women's mobilization/school education child health

Note: One of the six persons to be nominated in the above categories may as far as possible be senior most Officer of Food & Nutrition Board of the Govt. of India, posted in the State.

(18- 21)) Representatives of 3-5 districts

(22) At least one representative of teachers

(23) Director, Elementary Education Haryana

Member Secretary

3. Terms of members nominated under serial No. 12 to 22 above will be two years or till nomination of their successors, whichever is later.

4. SSMC will perform the following functions:-

- (i) Guiding various implementation agencies,
- (ii) Monitoring programme implementation, assessing its impact, and taking corrective steps,
- (iii) Taking action on reports of independent monitoring/evaluation agencies,
- (iv) Effecting coordination and convergence among concerned departments, agencies (eg. FCI) and Schemes, and
- (v) Mobilizing community support and promoting public-private partnership for the programme

5. SSMC will meet at least once every six months.

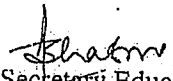
6. Secretariat support to SSMC will be provided by the Education Department.

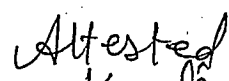
7. Haryana Govt. Education Department notification No. 1/26-2003 MDM(1) dated 12.1.2004 is hereby repealed.

R.S. GUJRAL
FINANCIAL COMMISSIONER & PRINCIPAL SECRETARY TO
GOVT. OF HARYANA, EDUCATION DEPARTMENT
CHANDIGARH

Endst. No. 1/6-2005 MDM (1) dated, Chandigarh the: 31.10.2005

A copy is forwarded to the Controller, Printing & Stationary, Deptt. Haryana, Chandigarh for publication of this notification in the Haryana Govt. extra-ordinary gazette.


Joint Secretary Education,
Govt. of Haryana, Education Deptt. Chandigarh


Attested
KANTA Kaul
ADEE. 09/10/2017

Endst. No. 1/6-2005 MDM (1)

dated, Chandigarh the: 31.10.2005

A copy is forwarded to Joint Secretary(EE-I), Govt. of India, Ministry of Human Resource Development, Deptt. of Elementary Education & Literacy, Desk MDM, Shastri Bhawan, New Delhi for information and necessary action.

[Signature]
Joint Secretary Education,
Govt. of Haryana, Education Deptt. Chandigarh

Endst. No. 1/6-2005 MDM (1) dated, Chandigarh the: 31.10.2005

A copy is forwarded to the following for information and necessary action :-

1. Chief Secretary to Govt. of Haryana, Chandigarh.
2. Accountant General (A&E) Haryana, Chandigarh.
3. Financial Commissioner & Principal Secretary to Govt. of Haryana, Finance Deptt. Chandigarh.
4. Financial Commissioner & Principal Secretary to Govt. of Haryana Planning Deptt. Chandigarh.
5. Financial Commissioner & Principal Secretary to Govt. of Haryana Health Deptt. Chandigarh.
6. Financial Commissioner & Principal Secretary to Govt. of Haryana Urban Development Deptt. Chandigarh.
7. Financial Commissioner & Principal Secretary to Govt. of Haryana Women & Child Development. Deptt. Chandigarh.
8. Financial Commissioner & Principal Secretary to Govt. of Haryana Food & Supply Deptt. Chandigarh.
9. Financial Commissioner & Principal Secretary to Govt. of Haryana Education Deptt. Chandigarh.
10. Financial Commissioner & Principal Secretary to Govt. of Haryana Rural Development Department.
11. Managing Director, CONFED, Haryana, Chandigarh.
12. Senior Regional Manager, FCI, Chandigarh.
13. Higher Education Commissioner, Haryana, Chandigarh.
14. Commissioner-cum- Director General Schools, Haryana, Chandigarh.
15. Director, Elementary Education, Haryana, Chandigarh.
16. PS/ Principal Secy. Chief Minister, Haryana, Chandigarh.
17. PS/Education Minister, Haryana, Chandigarh.
18. PS/ Finance Minister, Haryana, Chandigarh.

[Signature]
Joint Secretary Education,
Govt. of Haryana, Education Deptt. Chandigarh

[Signature]
KANTA 09/10/2017
ADEE.

GOVERNMENT OF HARYANA
EDUCATION DEPARTMENT

NOTIFICATION

No.1/6-2005 MDM (1)

Dated, Chandigarh, the 27.10.2005

Para 3.5.7 of the Guidelines of the National Programme of Nutritional Support to Primary Education, 2004, (NP-NSPE, 2004), envisage setting up of steering-cum-Monitoring Committees (SMCs) at four levels viz. National, State, District and Block, to oversee management and monitoring of the Mid-day-Meal (Cooked Food) Programme.

2. In pursuance of the above, a District level Steering-cum-Monitoring Committee (DSMC) is hereby constituted for the above programme as follows: -

- | | | |
|-----|--|------------------------------------|
| (1) | Deputy Commissioner | Chairman |
| (2) | Chief Executive Officer, Zila Parishad | Ex-officio member |
| (3) | Chief Medical Officer | -do- |
| (4) | District Food Supply Controller | -do- |
| (5) | District Manager, FCI | -do- |
| (6) | District Manager, CONFED | -do- |
| (7) | District Elementary Education Officer | Nodal Officer-cum-Member Secretary |

Member to be Nominated by the Chairman: -

- (8) One Expert in the area of nutrition/child development
- 9-12 Four persons of whom at least two shall be women with significant Contribution/achievement in the area of nutrition/child welfare.
- 13-16 Representatives of 3-5 blocks/Municipal Bodies ?
17. At least one representative of teachers
3. Terms of members nominated under serial No. 8 to 17 above will be two years or till nomination of their successors, whichever is later.
4. DSMC will perform the following: -
 - (i) Guiding various implementation agencies,
 - (ii) Monitoring programme implementation, assessing its impact, and taking corrective steps,
 - (iii) Taking action on reports of independent monitoring/evaluation agencies,
 - (iv) Effecting coordination and convergence among concerned departments agencies (c.g. FCI), and schemes, and
 - (v) Mobilizing community support and promoting public-private partnership for the programme.
 - (vi) Inspection of quality of meal prepared/raw material.

- (vii) Ensuring proper storage of raw material.
- (viii) Ensuring proper accounting at School Level, Block Level & District Level.
- 5. DSMC will meet at least once in three months.

R.S GUJRAL
FINANCIAL COMMISSIONER & PRINCIPAL SECRETARY
TO GOVT. OF HARYANA, EDUCATION DEPARTMENT
CHANDIGARH

Endst No. 1/6-2005 MDM (1)

Dated, Chandigarh, the 31.10.2005

A copy is forwarded to the Controller, Printing & Stationary, Haryana, Chandigarh for publication of this Notification in the Haryana Govt. extra-ordinary gazette.

[Signature]
Joint Secretary Education
Govt. of Haryana, Education Department

Endst No. 1/6-2005 MDM (1)

Dated, Chandigarh, the 31.10.2005

A copy is forwarded to Joint Secretary (EE-I) Govt. of India Ministry of Human resource, Department of Elementary Education and literacy, Desk MDM, Shastri Bhawan, New Delhi.

[Signature]
Joint Secretary Education
Govt. of Haryana, Education Department

Endst No. 1/6-2005 MDM (1)

Dated, Chandigarh, the 31.10.2005

- A copy is forwarded to the following for information and necessary action: -
1. Commissioner-cum-Director General Schools, Haryana, Chandigarh.
 2. Director Women and Child Development Department, Haryana, Chandigarh.
 3. All Deputy Commissioners in the State.
 4. All Chief Executive Officers in the State.
 5. All District Food & Supply Controllers in the State.
 6. All District Managers (FCI) in the State.
 7. All Programme Officers ICDS, Haryana.
 8. All Child Development & Programme Officers in the State.
 9. All District Managers CONFED in the State.
 10. All District Education Officers in the State.
 11. All District Elementary Education Officers in the State.

[Signature]
Joint Secretary Education
Govt. of Haryana, Education Department

[Signature]
KANTA
ADEE.

09/03/2017

GOVERNMENT OF HARYANA
EDUCATION DEPARTMENT

NOTIFICATION

No.1/6-2005 MDM (1)

Dated, Chandigarh, the 27.10.2005

Para 3.5.7 of the Guidelines of the National Programme of Nutritional Support to Primary Education, 2004, (NP-NSPE, 2004), envisage setting up of steering-cum-Monitoring Committees (SMCs) at four levels viz. National, State, District and Block, to oversee management and monitoring of the Mid-day-Meal (Cooked Food) Programme.

2. In pursuance of the above, a Block level Steering-cum-Monitoring Committee (BSMC) is hereby constituted for the above programme as follows: -

(1)	Sub Divisional Officer (Civil)	Chairman
(2)	Medical Officer (Incharge of PHC/CHC)	Ex-officio member
(3)	Block Development & Panchayat Officer	-do-
(4)	Block/Sub-Divisional level Officer of Food Supply Deptt.	-do-
(5)	Block/Sub-Divisional level Officer of FCI (if any)	-do-
(6)	Block Education Officer	Nodal Officer-cum- Member Secretary

Member to be Nominated by the Chairman: -

- (7) One Expert in the area of nutrition/ child development
- 8-11 Four persons of whom at least two shall be women with significant Contribution/achievement in the area of nutrition/child welfare/community/ women's mobilization/school education child health.
- 12-15 Representatives of 3-5 blocks/Municipal Bodies ?
16. At least one representative of teachers
3. Terms of members nominated under serial No. 7 to 16 above will be two years or till nomination of their successors, whichever is later.
4. BSMC will perform the following: -
- Guiding various implementation agencies,
 - Monitoring programme implementation, assessing its impact, and taking corrective steps,
 - Taking action on reports of independent monitoring/evaluation agencies,
 - Effecting coordination and convergence among concerned departments agencies (e.g. FCI), and schemes, and
 - Mobilizing community support and promoting public-private partnership for the programme.

- 35-
- 7-
- (vi) Inspection of quality of meal prepared/raw material.
 - (vii) Ensuring proper storage of raw material.
 - (viii) Ensuring proper accounting at School Level, Block Level & District Level.
 5. BSMC will meet at least once in three months.

R.S GUJRAL
FINANCIAL COMMISSIONER & PRINCIPAL SECRETARY
TO GOVT. OF HARYANA, EDUCATION DEPARTMENT
CHANDIGARH

Endst. No. 1/6-2005 MDM (1)

Dated, Chandigarh, the 31.10.2005

A copy is forwarded to the Controller, Printing & Stationary, Haryana, Chandigarh for publication of this Notification in the Haryana Govt. extra-ordinary gazette.

Sharma
Joint Secretary Education
Govt. of Haryana, Education Department

Endst. No. 1/6-2005 MDM (1)

Dated, Chandigarh, the 31.10.2005

A copy is forwarded to Joint Secretary (EE-I) Govt. of India Ministry of Human Resource, Department of Elementary Education and literacy, Desk MDM, Shastri Bhawan, New Delhi.

Sharma
Joint Secretary Education
Govt. of Haryana, Education Department

Endst. No. 1/6-2005 MDM (1)

Dated, Chandigarh, the 31.10.2005

A copy is forwarded to the following for information and necessary action: -

1. Commissioner-cum-Director General Schools, Haryana, Chandigarh.
2. Director Women and Child Development Department, Haryana, Chandigarh.
3. All Sub-Divisional Officers (Civil) in the State.
4. All Chief Medical Officers in the State.
5. All District Food & Supply Controllers in the State.
6. All Block Development & Panchayat Officers in the State.
7. All District Managers (FCI) in the State.
8. All Programme Officers ICDS, Haryana
9. All District Education Officers in the State.
10. All District Elementary Education Officers in the State.
11. All Child Development & Programme Officers.
12. All Block Education Officers in the State.

Sharma
Joint Secretary Education
Govt. of Haryana, Education Department

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Kaul
09/10/2005

Enclosure-IV

From

Director Elementary Education, Haryana
Shiksha Sadan, Sector-5, Panchkula

To

All District Elementary Education Officers
In the State of Haryana.

Memo No.4/100-2014 MDM 1
Dated Panchkula the 29.10.2015

Subject: To Impliment Mid day meal Scheme well in the state of Haryana.

In reference to the subjected above and in continuation of letter no 4/37-2014 MDM(1) dated 1.07.2014 and 4/100-2014 MDM (1) dated 19.12.2014.

Directorate has issued directions time to time to implement the Mid-Day-Meal Scheme well. You are again directed that you should observe the following guidelines during lifting of stock of grains from the depot of Food Corporation of India and preparation of meal and serving to the students:-

1. Before lifting of stock of grains for Mid-Day-Meal observe following things:-
 - (a) Check the Quality and Weight of grains before lifting the stock.
 - (b) Avoid the stock which is kept in open.
 - (c) Stock should be lifted from depots under Food Corporation of India.
 - (d) Officer in the Rank of DEEO/Dy. DEO or Block Education Officer will be present during the lifting of stock on particular day and that officer solely will be responsible for Quality of the grain if found below standard.
 - (e) Each District Elementary Education Officer will ensure the present of the member of Self Help Group in school and before taking the stock, its weight and Quality will be checked well. In case Self Help Group declines the acceptance of stock then members of Self Help Group will be responsible for this.

2. Following things be kept in mind during preparations of the Mid-Day-Meal:-
 - (a) Before preparation material and utensils in which food is being prepared be washed well and prepared meal be kept on clean place by covering it well and served to children well. Also ensure that tins containing ghee and refined should be sealed.
 - (b) Mid-Day-Meal be prepared in a proper kitchen. Preparation in open or under tree should be strictly banned.'
3. Before serving the food following things be kept in notice:-
 - (a) Before serving food, it should be ensured that children should wash their hands before and after the meal.
 - (b) All foods prepared under the Mid-Day-Meal be prepared under the direct observations of School Head or Mid-Day-Meal Incharge and before serving the food its Quality and Quantity will be checked and will also be tasted by incharge or Head of the school.
 - (c) To check quality of food, Mothers of school children be involved.

Other main directions

- (a) In addition to this, vide Letter No. 1/27-2013 MDM (1) dated 02.09.2013 already directed to ensure that once in a month, food must be get tested by a Lab approved by Govt. of India. But it is observed that not a single school in district followed this direction. Therefore, you are again directed to get the meal tested in Lab once a month and send report to Headquarter with Address of Lab: Name, Address of recognized lab. received from Govt. of India are enclosed.
- (b) Vide Letter No. 1/27-2013 MDM (1) dated 02.09.2013. It was directed that quarterly a meeting under The Chairmanship of MP will be held by Dy. Commissioner and District Elementary Education Officer will arrange for this meeting.
- (c) Vide Letter No. 1/27-2013 MDM (1) dated 02.09.2013 direction were issued that once in a month under the Chairmanship of Deputy Commissioner a meeting will be organized and in this meeting different departments like Health, Social Welfare, Panchyat and Rural Development, Food Supply and Public Health and Engineering will be called and with their help any problem in implementation of this scheme will be sorted out.

- (d) To meet any exigency telephone number of Primary Health Centre, Community Health Centre, District Hospital, Deputy Commissioner, DEEO's and Block Education Officers will be displayed on board.
- (e) Once in a month all DEEO's and BEEO's will inspect the Mid day Meal and will ensure the quality and status of Hygiene of the food serve to the students. It is also ensured there is no violation of rules and no discrimination of cast, creed and colour exist and report of this inspection should be sent to the Head Quarter.
- a. District Elementary Education Officers of those districts where food is supplied by ISCKON will direct the incharge of respective Schools to ensure the quality of food supplied by ISCKON and ensure that it is clean and there is no violation of rule and taste it before serving the meal to the students. If there is something wrong ISCKON must be inform. Please ensure the implementation of above directions strictly.

Sd/-
Manager MDM
O/o Director Elementary Education,
Haryana, Panchkula

Endst No. Even

A copy is forwarded to the following for necessary action.

1. All Deputy Commissioner in the State with a request to check the Mid Day Meal in their respective Districts.
2. ISCKON Food Relief Foundation, Plot No. 534 Pace City-2, Sec 37, Gurgaon 121006, Haryana.
3. ISCKON Food Relief Foundation, Village Dholagarh, OMAX City Palwal-121102 Haryana to follow above guidelines strictly.
4. ISCKON Food Relief Foundation, Village Mirzapur, P.O. Gurukul, Kurukshetra-136119-Haryana to follow up guideline strictly
5. Director ISCKON Food Relief, Community Centre, Sec 7-A, Behind St. John Public School, Near Satya Cinema, Faridabad-121006, Haryana to follow above guidelines strictly.

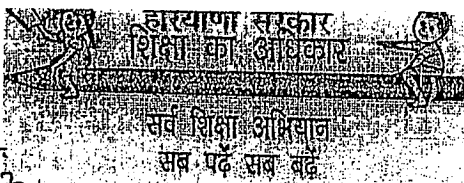
Sd/-
Manager MDM
O/o Director Elementary Education,
Haryana, Panchkula

True English Version

Kanta
KANTA
ADEE.



7/03/17



Enclosure - V

-39-

Subject:- Safety specifications formulated for construction of kitchen cum-store room of Mid Day Meal.

Ref:- With reference to ur PUC dated:- 06.03.17 regarding - Have any safety specification formulated for construction of Kitchen -cum-store room, ref. clause 2.6 r/w 4.2& Ann. 9 of MDMS.

In this connection it is stated that the Kitchen -cum-store under MDMS, SSA are constructed according to norms and specifications. safety specifications are used for construction of kitchen. Well ventilated and separate storage facility is provided. Synthetic material like straw and bamboo and other inflammable material are not used in construction. Kitchen is designed for a School with a student strength of about 150 students.

Washing facilities, pre-cooking, cooking and serving area is given separately. Serving window is provided for better management. provision of waste water of kitchen is made through small kitchen garden. flat roof is provided and proper space for cooking is ensured, chimney above ceiling is provided for proper ventilation. design includes store, space for cooking, washing area, and serving area.

Adopted drawings/specifications as per norms of clause 2.6 r/w 4.2& Ann. 9 of MDMS (Drawings attached).

EE

As above

Munakshi
07/03/17

Subdlr (MDM)

7/3/17

7/3/2017

-2

GOVERNMENT OF HARYANA
KEEP HARYANA CLEAN AND POLLUTION FREE

Annexure-9
[Ref: Para 4.2]

**PROTOTYPE DESIGN OF KITCHEN-CUM-STORE FOR A
SCHOOL WITH STUDENT STRENGTH OF ABOUT 150**

AREA	
Total Built-up area (including walls)= 24.76 sqm.	- 24.85
Total floor area of store= 2.92 sqm.	- 2.72
Total floor area of washing / sorting area= 5.71 sqm.	- 5.35
Total floor area of cooking space= 8.41 sqm.	- 8.62
Total floor area of serving veranda=3.44 sqm.	- 3.3

UNDERSTANDING THE DESIGN

The design can be adapted to suit different conditions. It is suitable for cooking meals for about **150 children** under mid-day meal programme in schools.

There is a neat delineation of store, pre-wash and washing activities, pre-cooking, cooking and serving activities in the design. It assumes atleast 2 cooks working in the space. For better management, serving of food can be made through a designated window/counter while used utensils for washing can be put at another counter. In both the operations, children are not required to enter the kitchen space.

The store and washing area with utensils, taps, grain and food store etc. can be fully locked and enclosed with Door D1. The store can house about 500 kg. of grains, and other food materials. The Cooking and Serving veranda need not be fully enclosed and can be semi-open for good natural ventilation and light. Hence door D2 and windows occurring in these spaces can be substituted with jaali and other openings. Ventilators can also be suitably provided. The waste water from the wash area of utensils along with external wash area for children can be channelised to a small kitchen garden.

The design can be made using flat RCC roof, sloping CGI roofing, or with stone slabs spanned across pre-cast RC joists/metal sections.

While the cooking area design shown here assumes a standing cook, the design can also be adapted for floor based cooking. The Platform A shown in Section AA will not be needed in such case. For cooking, Improved Stove (Unnat Chulha) or Bio gas burners can also be used. It is recommended that atleast 3 burners are used for maximum efficiency in cooking for large numbers. If the Veranda is south facing solar cookers can also be used.

Plan and sections enclosed.

Sl No	Item	Scheme/ Programme under which funds are available
3	Kitchen devices	Ministry of Human Resource Development Funds available under SSA:- <ul style="list-style-type: none">• From annual school grant of Rs 2000/- per annum per school and• Rs 1000/- per annum for EGS Centres.
4	School Health Programme	Ministry of Health and Family Welfare <ul style="list-style-type: none">• Necessary intervention, like regular health check-up, supplementation of micro-nutrients, de-worming medicines, etc., can be taken up under the National Rural Health Mission.

2.6 Overall Responsibility

The overall responsibility for providing nutritious, cooked mid day meal to every child in classes I – V in all Government Schools, EGS and AIE Centres will lie with the State Governments and Union Territory Administrations. This will include, inter alia:

- Ensuring adequate budgetary provisions towards assistance for cooking cost and establishing systems for timely flow of funds towards all components of the programme, namely cooking costs, infrastructure, procurement of kitchen devices, etc.
- Formulating State Norms of expenditure under the different components of the scheme, which will be not less than the minimum contribution prescribed under the scheme, as amended from time to time.
- Formulating safety specifications for construction of kitchen-cum-store.
- Establishing systems for continuous and uninterrupted flow of foodgrains to all eligible schools, EGS/ AIE Centres from FCI.
- Ensuring that all logistic and administrative arrangements are made for regular serving of wholesome, cooked mid day meal in every eligible school, EGS/AIE Centre. Similarly, ensuring logistic and administrative arrangements for timely construction of infrastructure and procurement of kitchen devices through funding made available under the scheme and by convergence with other development programmes.

- Formulating guidelines that would promote and facilitate peoples' participation in the programme including criteria for identifying and associating genuine voluntary agencies and civil society organizations.

- Cooking must be done with the lid on to avoid loss of nutrients.
- Over cooking should be avoided.
- Reheating of oil used for frying is harmful and should be avoided.
- Leafy tops of carrots, radish, turnips etc should not be thrown but utilized in preparing mid day meals
- Only "Iodised salt" should be used for cooking mid-day meals.

4.2 Safety And Hygiene Specifications:

Special attention must be paid to the following:

(i) Kitchen-cum-store is a vital part of the mid day meal scheme. Absence of kitchen-cum-store or inadequate facilities would expose children to food poisoning and other health hazards as well as fire accidents. Kitchen-cum-stores should be separate from classrooms, preferably located at a safe, but accessible distance. They should be well ventilated and designed so that there is a separate storage facility with locks to check pilferage. On no account should kitchen-cum-stores have thatched roofs or other inflammables, like straw, bamboo and synthetic material. A prototype design of kitchen-cum-store for a school with a student strength of about 150, is given in Annexure-9.

(ii) Smokeless chulhas should be used to the extent possible.

(iii) Fuel (kerosene/fuel wood/charcoal/LPG) should be stored safely, so that there is no fire hazard.

(iv) To the extent possible firewood should not be used in the interest of environmental protection.

(v) If kerosene/gas is used for cooking, the cooking staff /agency should be specifically trained in safe handling of stoves, gas cylinders, etc.

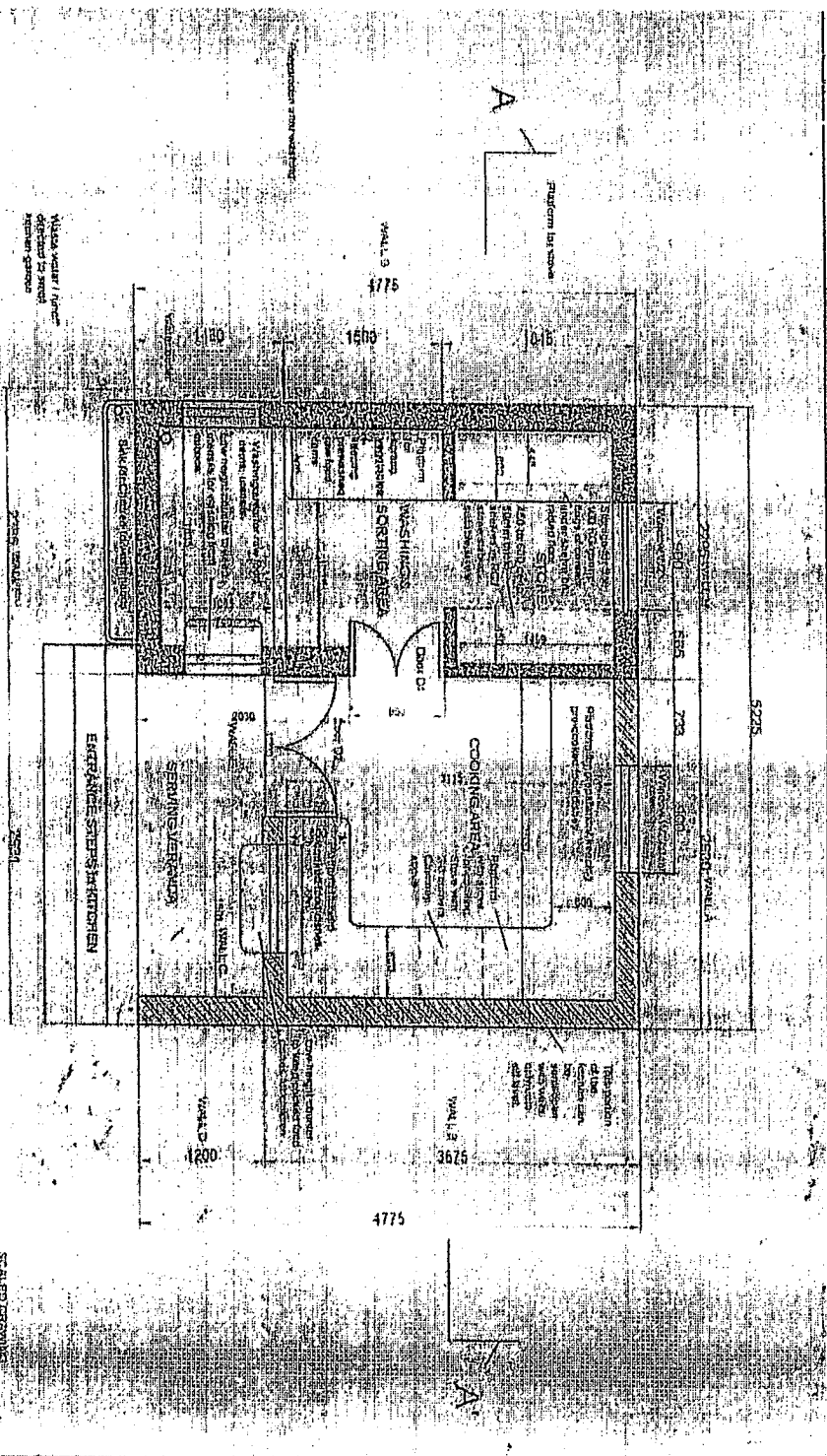
(vi) All cooks, helpers and other functionaries should also be trained in hygienic habits, for example, regular cutting of nails, washing hands and feet with soap before commencement of cooking/serving, etc

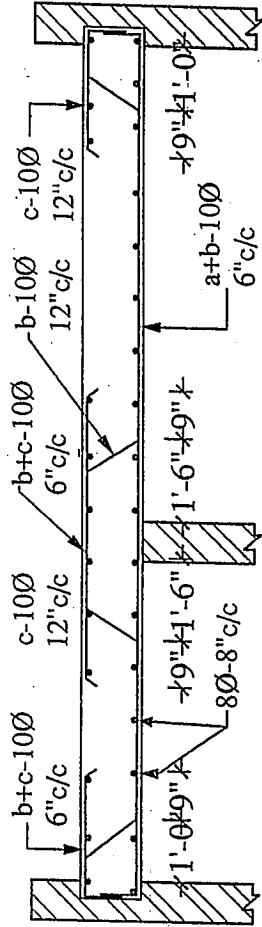
(vi) Kitchen-cum-storage shed must always be kept clean. There should be a raised platform for cooking, adequate light, proper ventilation and arrangement for drainage and waste disposal;

(vii) Ingredients used for cooking, food grains, pulses, vegetables, cooking oil and condiments, should be free from adulteration and pest infestation, and should be used only after proper cleaning and washing;

(viii) Ingredients should be stored in proper containers, which should protect them from moisture, pests, etc.

PLAN OF KITCHEN CUM STORE UNIT FOR MID-DAY MEALS





TOE WALL OF VERANDAH

<u>NAME OF PROJECT</u> <u>KITCHEN CUM STORE</u> <u>UNDER SSA</u>	<u>AREA OF KITCHEN CUM STORE</u> $17'-1\frac{1}{2}" \times 15'-7\frac{1}{2}" = 267.578 \text{ SQ.FT.}$	<u>SCHEDULE OF JOINERY</u> $D = 4'-0" \times 6'-9"$ $W = 3'-9" \times 4'-0"$ $W1 = 3'-3" \times 4'-0"$	<u>NOTES:-</u> 1. ALL THE DIMENSIONS ARE READ OUT NOT TO BE SCALED. 2. C.CONC.1:1½:3 TO BE USED IN R.C.C. 3. 2 no. 4"R.W.PIPE OF M.S. 2'-6" LENGTH IS ALSO PROVIDED	<u>TITLE</u> <u>SECTIONS & DETAILS</u> <u>DRG. NO.</u> 2	4. A COVERED WATER TANK HAVING SIZE 3'-6" X 3' X 2'-6" IS TO BE CONSTRUCTED IN FRONT OF SHED. 5. GRILL OF 12mm BARS IS TO BE PROVIDED IN GAP OF 6" IN WINDOW	46-	<u>DRAWN BY:</u> MONIKA JA <u>CHECKED BY:</u> HI	CONSULTANT CIVIL
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Enclosure-VI

From

Director Elementary Education, Haryana
Shiksha Sadan, Sector 5, Panchkula

To

All District Elementary Education Officer,
Haryana State

Memo No. 1/42-2015 MDM (1)
Dated, Panchkula the 22-04-2016

Subject:

**Presence of parents for supervision and tasting of the quality of the meals
under Mid-Day-Meal Scheme-Reg.**

.....

In Reference to the subject cited above vide letter No. 1/42-2015 MDM (1) dated 17-12-2015 and 18-01-2015.

All District Elementary Education Officers vide above letter No. were directed in compliance of Govt. of India orders will ensure that during serving of Mid-Day-Meal to students along with a teacher one or two parents would also taste the food simultaneously would certify the number of students who are taking the meal, either that parent is SMC member or not. Govt. of India has directed that for this job a monthly parents roster register be prepared in advance and a separate register for their remarks be also kept.

In addition to the above vide letter No. 1/27-2013 MDM(1) dated 02-09-2013, 29-12-2015 and 30-03-2016 Directorate also directed that schools would get the meal tasted by a Lab recognized by Govt. of India once in a month. But compliance report in this regard, report is still awaited.

All DEEOs are again directed to ensure that instructions issued above must be complied and Head Quarter be informed at the earliest.

True English Version

Sd/-
Superintendent, Mid-Day-Meal
for Director Elementary Education Haryana
Panchkula

Attested
KANTA
ADEE. *Kaul*
09/08/2017

From

Director Elementary Education, Haryana
Shiksha Sadan, Sector 5, Panchkula

To

1. All District Elementary Education Officer,
Haryana State
2. All Block Education Officers
Haryana State

Memo No. 4/55-2015 MDM (1)

Dated, Panchkula the 16-08-2016

Subject: Regarding Mid Day Meal week across the State from 5th to 10th September 2016.

.....
In reference to the subject cited above.

Department has decided to celebrate a Mid-Day-Meal week under Mid-Day-Meal scheme from 5th to 10th September 2016 under which following activities be observed:-

Sr. No.	Dated	Activity
1.	05-09-2016	All schools in the state would observe a hand washing day during which all students would wash hands before the and after the meal and they would be apprised regarding teeth cleaning and personal hygiene.
2.	06-09-2016	Under "BETI KA JANMDIN VIDHYALYA MEIN ABHINANDAN" all schools will celebrate the Birthday of the such girl child who's Birthday falls in the month of September and their parents will be invited.
3.	07-09-2016 & 08-09-2016	With the help of Health Department in all schools a medical checkup of all students will be done and Supplements/Deworming Medicine will be provided.
4.	09-09-2016	All cooks in the state will be get medically checked by Health Department.
5.	10-09-2016	All cooks under Mid-Day-Meal Scheme will be trained by Master Trainers in which they will be guided in personal hygiene and nutritious value of different foods.

In addition to the all DEEOs/BEEOs/Monitoring Officers are directed to check at least 50 schools in a week and report to Directorate about this. A report of activities under Mid-Day-Meal will be prepared by School Heads and the same will be sent to the District Head Quarter and District Elementary Education Officers sent this report to the Head Quarter. So all you are directed to observe the Mid-Day-Meal accordingly to plan.

Sd/-

Superintendent, Mid-Day-Meal
for Director Elementary Education Haryana
Panchkula

True English Version

KANTA
ADEE.

9/03/2017