



केन्द्रीय विद्यालय संगठन
KENDRIYA VIDYALAYA SANGATHAN
Under Ministry of Education, Govt of India

भारत सरकार, शिक्षा मंत्रालय के अधीन
क्षेत्रीयकार्यालय - हैदराबाद / Regional Office - Hyderabad
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पत्र सं. 210350(PM SHRI)/2024-25/ KVS(HR) / 25799-25805 दिनांक : 14.08.2024

प्राचार्य

केन्द्रीय विद्यालय,

No.2 Vijayawada/ Kurnool/ Rajampalli / Sattenapalli / NAD Vizag / No.1
Srivijayanagar / INS Kalinga .

विषय : 104 केन्द्रीय विद्यालयों में पीएम श्री योजना के दूसरे चरण का कार्यान्वयन / Implementation of
Second Phase of PM SHRI Scheme in 104 Kendriya Vidyalayas - reg

संदर्भ : 1.KVS Hqrs letter No.F.11-Acad029(Misc)/2024-25/1014-1044 dated
12.08.2024.

2.KVS Hqrs letter No.F.11-Acad029(Misc)/2024-25/1014-1044 dated
11.03.2024.

महोदय /महोदया,

With reference to the subject & reference cited above, this is to inform you that your KV has been selected as PM SHRI school in 2nd Phase of PM SHRI Scheme through challenge method. Principal, KV concerned has to start implementing the scheme ensuring the following activities are completed as early as possible.

- 1.These schools name are to be prefixed with "PM SHRI" as per clause (ii) Memorandum of Understanding (MoU) signed. Accordingly, school sign boards, Notice Boards, website, social media handle etc should be updated immediately.
2. PM SHRI logo to be placed on all official communication.
3. As the PM SHRI Scheme is the prestigious scheme of Govt. of India to implement the NEP-2020. The schools under the scheme will be the exemplar schools in the local community, which will showcase the NEP.
4. These schools will have state of the art infrastructure. The students will be quipped with 21st century skills.
5. Focus in these schools should be on providing TLM for Balvatika & Primary Classes and ensuring remedial teaching of needy students.
- 6.They should Implement Rashtriya Aavishkar Abhiyan by using Science Kit/Circle, Maths Kit/Circle and Exposure Visit and mentoring by eminent experts.
- 7.Mechanism should be evolved utilizing the PM SHRI fund to strengthen the sports and games by engaging yoga & sports coaches and by procuring the sports equipments.
8. A robust School plan is to be developed for project innovation by implementation BALA (Building as Learning Aid) concept, celebration of cultural, Academic, Sports and Annual Day, Exposure to vocational education etc.
9. Efforts to be made for strengthening of existing schools resources by purchasing of lab equipment and furniture.

10. These schools should use their eco clubs for implementing Green school concept by activity promoting green school, organizing swachhta pakhwa clean up drives, composting facility for kitchen and garden waste etc.
11. Separate Dustbins for Biodegradable and Non-biodegradable waste segregation to be procured along with adequate number of LED Lights/Lamps in the school for a greener school.
12. Their Libraries should transform digitally by purchasing desktop computers and e- Granthalaya.
13. School should take Digital initiative with ICT /smart classroom and computer lab.
14. These schools should have facility to upload data on PRABANDH, UDISE & Holistic Report Cards
15. They should practice inclusive and gender equality by self-defense training to girls, procurement of vending machine, incinerators, and other adolescent girl's programs.
16. The school will utilize the funds released in the 1st installment for financial year 2024-25 by implementing the activities approved in the Project Approval Board (PAB) meeting for PM SHRI Scheme.
17. Every school will establish a core committee with the following members Principal (overall Incharge), VP/Senior Most PGT, HM, Teachers (VMC Representative), PM SHRI I/C Teacher, office (Senior most) and one concerned Department I/C and to oversee the overall project or fund utilization. Timeliness: Utilize funds efficiently within the allocated time frame of the project or program. Track progress and adjust spending plans if necessary to ensure timely completion.
18. All efforts should be made for the effective utilization of resources procured using PM SHRI funds for the benefit of students.
19. This scheme desires the Vidyalayas to focus on value education and the preparation of future citizens.
20. Each activity under the PM SHRI scheme is categorized as recurring or non-recurring, guiding how funds should be utilized. Recurring include items and activities that need regular, ongoing purchases. Principals should ensure that these purchases do not lead to the creation of major assets but rather support the day-to-day functioning of the school. Examples include buying stationery, teaching aids, etc. Non-Recurring Activity on the other hand are for one-time or infrequent purchases aimed at creating long-term assets for the school. Principals should strive to create valuable assets for the school that enhance its infrastructure and long-term capabilities. Examples include building new classrooms, setting up a computer lab, or constructing a playground.
21. They should prioritize initiatives that demonstrably improve student learning, well-being or the overall school environment. Evaluate options based on their potential impact rather than simply spending the allocated funds.
22. The exact amount of funds allocated for a particular activity is based on the number of classrooms, sections, students, or teachers. Please refer to the fund allocation sheet provided by the KVS-HQ Office through RO.
23. The procurement process shall adhere to the following steps:
 - Detailed requisitions with quantity, justification of requisite item with specification and signature of the sub-committee constituted for the purpose.
 - Purchase orders shall be issued as per requisitions, duly signed by the competent authority.

- Physical verification of stocks by the stockholder & purchase committee and certificate thereof.
- Bill should be properly verified and signed by the Principal after entry in the stock register and initial of stock I/c.
- Accurate stock entry in the designated stock register (consumable / Non-Consumable) .
- Prompt ledger entry, cash book recording and signed by the Principal.
- Monthly reconciliation of the cash book, countersigned by the Principal.

24. This is a completely separate scheme from VVN/SF. Hence, expenses should not be clubbed with VVN/SF. A purchase being made under PM SHRI must be explicitly from the allotted fund under PM SHRI scheme.

25. All procurement should be strictly as per GFR-2017. Any violation or negligence shall be viewed seriously and addressed accordingly.

26. Each non-consumable asset under PM SHRI should be assigned a unique number in the following format: for example an item purchased has 8 units, then each unit will be numbered as :-KVS/PM SHRI/2024-25/1/8, KVS/PM SHRI/2024-25/2/8, and so on. Immediately after taking into stock, numbering should be done using paint on the hidden or back surface of the asset.

27. The head-wise ceiling fixed under a particular head for the school, should not be crossed.

28. Schools must maintain separate detailed records for both consumable and non-consumable items purchased with the funds. Maintain only two separate stock register for each purchase under PM SHRI

* Consumable * Non-Consumable

29. They must maintain proper documentation for all activities, before and after photographs/videos, which will showcase the positive changes achieved as per desired outcome.

30. Regular feedback should be recorded from students; staff, VMC, Local Community on the visible impact of the activities. Record the feedback in form of HD photos/HD videos (1-2 minutes)/write up (maximum one page).

31. They should affix PM SHRI logo in the backdrop of all events.

32. Every School will prepare its Quarterly Newsletter and Magazine. The school will send the newsletter and compiled Magazine by 5th day after the end of each quarter to the Regional Office without fail.

Other instructions regarding maintenance of accounts will be issued by Finance Section.

The detailed implementation guidelines and norms of expenditure is enclosed for ready reference.

This is for information and necessary action at your end.

भवदीय,
टी. प्रभुदास
(टी प्रभुदास)
सहायक आयुक्त

संलग्नक : यथोपरि