



Government of West Bengal
Office of the District Magistrate
North 24-Parganas
Mid Day Meal Cell



ORDER

I am directed to inform that the highest level of State Government has decided to distribute 2 kg of rice, 1 kg of Potato, 1 kg of Chhola ,Soap(1 pc),250 gm of Pulses(Lentils), 200 gm of Soyabean and 500 of gm Sugar per student covered under MDM programme during the closure of schools due to COVID-19 in May'2021. As per the letter of the Project Director, CMDMP vide no:55(24)-ES(CMDMP)/GENL-7/2020 Dated: 02.02.2021 and vide Memo No: 206-ES(CMDMP)GENL-07/2020 Dated 27/04/2021 , 2 kg of rice, 1 kg of Potato, 1 kg of Chhola ,Soap(1 pc),250 gm of Pulses(Lentils), 200 gm of Soyabean and 500 of gm Sugar will be distributed from the schools between 17.05.2021 to 21.05.2021(Mop up date: 21.05.2021) maintaining following norms and schedule:

- a) It is suggested to make suitable number of distribution points to avoid gathering of guardians at a time.
- b) One class may be planned for each half of a day to avoid gathering. Schools having classes from Pre primary to class VIII will also plan accordingly so that Rice, Potato, Chhola , Pulses (lentils), Soyabean, Sugar and Soap at above scale may be distributed to the guardians of the students without crowding the place as stated above. School having low enrollment may complete entire distribution within a day after maintaining social distance. To avoid gathering One class may be planned for those Schools having high enrollment (more than 1000 students). A distribution schedule is annexed herewith for ready reference (Annex: A).
- c) The Head of the Institution will inform all the guardian with the help of the assistant teachers / non teaching staff.
- d) No student should come to school.Only one guardian per student will be allowed to receive the assistance. Guardians with symptoms of COVID-19 or living in containment area need not come. The assistance for those students will be provided through home delivery system.**
- e) Schools should ensure adequate safety measures like hand sanitizer, soap etc at the place of distribution. Fund released from the district may be utilized for this purpose.
- f) Social Distance must be maintained including use of mask during the time of distribution.
- g) Cleaning of School campus must be arranged by the H.M/ TIC utilizing SHG before stocking of rice, chhola, Pulses(lentils), soyabean, sugar and potatoes. It must be completed by 13.05.2021.
- h) If any educational institution is utilized for Quarantine Centre during COVID-19, concerned BDO/EO must chalk out an alternative place for distribution of MDM accordingly and ensure the message being percolated to all teachers/ guardians and other stake holders accordingly.
- i) Chhola, Pulses(lentils), soyabean, sugar may be purchased by the respective Blocks/ Municipalities/school authority from the local market (except blocks and municipalities under jurisdiction of Bongaon and Basirhat Subdivisions). Separate packets must be made before hand over to the guardians so that distribution takes place smoothly maintaining above mentioned schedule.
- j) The DI (PE/SE) will issue instruction immediately for appropriate coordination at school level till the task is completed. However, the entire implementation may be guided /supervised by respective BDOs/SDOs in rural/urban area respectively.
- k) A control room will remain open at Office of the District Magistrate, North 24 Parganas as well as in Block/ Municipality/ Corporation level from 10 am to 5 pm until the completion of the exercise. All are also requested to advice all H.Ms/TICs accordingly, immediately.



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l) Fund available under appropriate head of MDM (Cooking Cost) at Blocks/ Municipality/schools may be utilized for purchase of **Potato, Chhola,Pulses(lentils),soyabean,sugar and Soap**. **Advance allotment must be given to School authority for purchasing of Potato, Chhola,Pulses(lentils),soyabean,sugar and Soap.**

m) For purchasing of **Potato, Chhola,Pulses(lentils), soyabean,sugar and Soap** from school end, BDO/EO will keep constant monitoring over the situation in order to avoid any illegal hoarding or any kind of problem.

n) **Delivery of Rice to school point and procurement of Chhola, potatoes, Pulses(lentils),soyabean,sugar and Soap must be ensured by 15/05/2021.**

o) **Packeting at school point must be completed by 15/05/2021.**

p) Advance planning of preparing register for the distribution programme, record keeping of receipt, accounting should be made at respective schools as per rules/ regulation issued by district.

q) The HMs/Head teachers/Teacher in charge, the teacher looking after MDM in the school along with any other teaching/non-teaching staff of the school as may be needed by the Head of the Institute will remain present and monitor /supervise/ implement the task.

r) All concerned School education team e.g Sikha Bandhu/Education Supervisors/SIs/AIs (including AIs entrusted for monitoring MDM at block/ municipality level)/ADIs/Assistant Accountants/MDM Supervisors/DEO MDM etc will remain present in the respective offices. Sikha bandhu, Education Supervisors, SIs, **AIs (including AIs entrusted for monitoring MDM at block/ municipality level)**, Assistant Accountants will make visits to the schools under their jurisdiction from today onwards till the completion of task in their respective areas under the guidance of the B.D.O/ E.O.

s) A block/ Municipality level monitoring team consisting of Sikha bandhu, Education Supervisors, SIs, **AIs (including AIs entrusted for monitoring MDM at block/ municipality level)**, Assistant Accountants must be formed under chairmanship of the B.D.O/ Executive Officer. A copy of such team formation along with contact number must be shared to district administration by 11.05.2021.

t)All B.D.O(s)/ Executive Officer(s)will send daily report in a suitable format to be circulated by the District MDM Section on each day by 4pm at District MDM Section for necessary compilation and information of higher authorities till the task is completed.

All are requested to kindly note the above instructions and take immediate follow up action.

This may be given top priority.

Encl: 1)Annex 'A' ,
2)Order of the P.D, CMDMP

Additional District Magistrate (General)
North 24 Parganas



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No: S-23013(17)/2/2020-CMDM/7059

Date: 30/04/2021

Copy forwarded for information and taking necessary action to:

- 1)The Project Director, CMDMP, School Education Department, Govt of West Bengal.
- 2-3)The Commissioner, Barrackpore/ Bidhan Nagar Police Commissionarate with a request to instruct the IC/OC of all Police Stations to provide adequate security by deploying civic police / constables in order to ensure smooth distribution in each school.
- 4-6) The Superintendent of Police, Barasat / Basirhat/ Bongaon with a request to instruct the IC/OC of all Police Stations to provide adequate security by deploying civic police / constables in order to ensure smooth distribution in each school.
- 7)The Commissioner, Bidhannagar Municipal Corporation.
- 8-12)The Sub Divisional Officer, Basirhat/Barasat/ Barrackpore/Bongaon/ Bidhannagar. Sub Division,North 24 Parganas.
- 13-35) The Administrator,..... (all) Municipality, North 24 Parganas.
- 36-38)The DI(PE/SE) with a request to inform all schools to keep open Saturday and Sunday.He is also requested to instruct all the AIs (including AIs entrusted for monitoring MDM at block/ municipality level) to maintain close coordination with the B.D.O/ E.O.
- 39-60) The Block Development Officer,(All) block, North 24 Parganas.
- 61-85) The Executive Officer,(All) Municipality, North 24 Parganas.
- 86-142) The S.I of Schools,(all) Circle, North 24 parganas with a request to closely monitor and send report to concerned Block/ Municipality till the task is completed.
- 143)CA to the District Magistrate, North 24 parganas.

Additional District Magistrate (General)
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