

Director Elementary Education, Haryana,  
Panchkula.

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To

All the District Elementary Education Officers  
in the State.

MEMO.NO. 2/20-2011 MDM(2)  
Dated, Chandigarh, the 7-7-2011

**SUBJECT: IMPLEMENTATION OF MID-DAY-MEAL SCHEME IN THE STATE.**

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It has been observed that the Mid-day-Meal scheme in the State is not being implemented properly particularly in Mewat district as Department is receiving many complaints in this regard from this district. The reason behind this is that the officers/ officials engage in this scheme are not giving attention and lack of coordination among officers/officials. For proper and effective implementation of this scheme Directorate has laid down some lines of actions which are as under:-

1. On 3<sup>rd</sup> of every month, Block Education Officer will hold a meeting with concerned Centre Head/ Cluster Resource Centre (CRC).
2. On 5<sup>th</sup> of every month District Elementary Education officer will hold a meeting with Block Education officers at District level.
3. On 10<sup>th</sup> of every month District Elementary Education Officer will take Release Order (RO) from ADC.
4. On 12<sup>th</sup> of every month District Elementary Education Officer will finalize the schedule of lifting of foodgrains with DM CONFED and further the same shall be distributed among the BEOs.
5. District Elementary Education Officer 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.
6. Block Education officer will further inform the Head Teachers the schedule of distribution of foodgrains and will ensure that the School Teacher be present in the school on the date of delivery of the foodgrains in the school.
7. Head Teacher/ JBT Teacher will inform the SMC well in advance about unloading of foodgrains and SMC and Head Teacher will ensure the quality and quantity of the foodgrains.
8. If the Mid-Day-Meal is not served to the students then concerned Head of the school and Block Education Officer will be held responsible.
9. Monthly target of inspection of District Level Officer is 10% of total schools in the district.
10. Monthly target of inspection of Block Education Officer is 20% of the total schools in the block.
11. If SHG is not registered, BEO and DEEO should get it registered with ADC office immediately. Payments will be made only to registered SHG. If a cook is not a member of the SHG, make her member of SHG immediately.
12. If there are two schools functioning in same premise then one kitchen will be used for cooking purpose and other kitchen will be used as a store.

Joint Director Mid-day-Meal  
for Director Elementary Education, Haryana,  
Panchkula.

**Endst.No.Even**

**Dated, Panchkula, the 07-07-2011**

A copy is forwarded to the following for information and further necessary action with the request that field officers should be directed for strict compliance of the above orders.

1. The General Manager, FCI, Sector-4, Panchkula.
2. Managing Director, CONFED, SCO NO. 1006-07, Sec-22-B, Chandigarh.