

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

School Education Department - Mana Badi; Naadu-Nedu - Administrative approval accorded to take up the basic infrastructure works with nine (9) components for improving Infrastructure facilities in all the schools under Mana Badi; Naadu-Nedu Program - Implementation of the program through parent's committees by way of community contracting and guidelines for implementation of the program - Orders - Issued.

SCHOOL EDUCATION (PROG.II) DEPARTMENT

G.O.Ms.No.87

Dated: 30-11-2019
Read the following;

1. From the CSE eFile No.SSA-13021/205/2019-SPE-SSA, dt.29.10.2019.
2. Govt Memo of SE No: ESE01-SEDNOSPD/158/2019-PROG-II, dt:11.11.2019.
3. Govt Memo of PR&RD No: ESE01-SEDNOCSE/1470/2019-PROG-II, Dt:11.11.2019.

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ORDER:

Government considers the school as a divine place and wants to promote the school as a true learning center to the children. The Government of Andhra Pradesh desires to improve the learning outcomes and decrease the dropout rate in all schools by taking up various measures including upgrading the school infrastructure. The Government is determined to facelift all the schools in the state by improving the infrastructure and providing quality education to children with innovative methods. The Government wants to develop the school infrastructure in the state in a systematic manner to reach the national standards by involving the parents who are the key stakeholders.

2. In the reference 1st read above, the Commissioner of School Education, submitted a proposal to strengthen the infrastructure and transform the existing infrastructure of the schools in the mission mode in a phased manner over a period of three years from 2019-20.

3. Government after careful examination of the matter, hereby accord administrative approval to the Commissioner of School Education to take up the basic infrastructure works with nine (9) components i.e i. Toilets with running water, ii. Electrification with fans and tube lights, iii. Drinking water supply, iv. Furniture for students and staff, v. Painting to school, vi. Major and minor repairs, vii. Green chalk boards, viii. English labs, ix. Compound walls in all Government Schools under Mana Badi: Nadu-Nedu programme for transformation of Government schools in the State in a period of three years from the current financial year 2019-20 with the following guidelines and also to meet the expenditure from HoA (I) 4202-01-202-06-210-217, (II) 4202-01-202-06-520-521, (III) 4202-01-202-06-530-531 for implementing the project

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and also from various other sources of funding as permitted by Government from time to time. The modus operandi of the project is as follows:

I. The Project for Transforming School Infrastructure in the state shall be implemented in all Government Schools in a period of (3) years from 2019-20.

II. The project shall cover all the (44,512) schools run by all managements, viz., School Education Department, Panchayat Raj and Rural Development Department, Municipal Administration Department, Social Welfare Dept, BC Welfare Dept, Tribal Welfare Dept, Juvenile Welfare Dept, Fisheries Department.

III. Selection of schools.

- a) In the first year 15715 schools shall be taken up. The State Project Director, AP Samagra Shiksha Society shall finalise the list of the schools to be taken up and send the same to the implementing agencies.
- b) 1/3rd of the schools belonging to each management shall be taken up.
- c) Preference shall be given to schools identified in dilapidated condition.
- d) The selected schools list shall be made available on <https://schooledu.ap.gov.in/>

IV. Priority of Facilities and Amenities (9 components).

The Government emphasizes to have the following priority of facilities and amenities to each selected school to reach desired standards, based on the actual need in a given school

- i. Toilets with running water.
- ii. Electrification with fans and tube lights.
- iii. Drinking water supply.
- iv. Furniture for students and staff.
- v. Painting to school.
- vi. Major and minor repairs.
- vii. Green chalk boards.
- viii. English labs
- ix. Compound walls.

V. Implementing agencies.

- a) The Government agencies AP Samagra Shiksha Society, APEWIDC, Panchayat Raj Engineering Dept, Municipal & Public Health Engineering Dept, Tribal welfare Engineering Department shall be the implementing agencies. The number of Mandals allotted to each of

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these agencies is given in the annexure. The detailed list of the schools village wise, mandal wise will be given to the implementing agencies by the State Project Director, AP Samagra Shiksha Society separately. The agencies shall start preparation of the estimates using School Transformation Monitoring Software (STMS) being prepared by M/S TCS

- b) The Government hereby constituted the following two committees, at State level and District level, to review and monitor the implementation process and progress of the schools.
- c) State Level Monitoring Committee (Mana badi; Naadu-Nedu): The State Level Committee shall review and monitor the progress of the schools from time to time. The state level committee comprises of the following officers:

1	Principal Secretary to Government, School Education	Chairman
2	The Advisor (Infrastructure) to Government, School Education Department, AP	Member
3	Commissioner, Panchayat Raj & Rural Development	Member
4	Commissioner, Municipal Administration	Member
5	Commissioner, Social Welfare	Member
6	Director/Commissioner, BC Welfare	Member
7	Director/Commissioner, Tribal Welfare	Member
8	State Project Director, AP Samagra Shiksha Society	Member
9	Managing Director, APEWIDC	Member
11	Engineer-in-Chief Panchayat Raj Engineering Dept	Member
12	Engineer-in-Chief Public health Engg dept	Member
13	Engineer-in-Chief Tribal Welfare Engineering Dept	Member
14	Commissioner minorities	Member
15	Commissioner of School Education	Member-Convener

- d) District level Monitoring committee (Mana Badi: Naadu-Nedu) : The District Committee shall be responsible for monitoring of the program at the district level. The Dist level committee comprises of the following officers

1	District Collector	Chairman
2	Chief Executive Officer, Zilla Praja Parishad	Member
3	Superintending Engineer, Panchayat Raj	Member
4	Regional Director, Municipal Administration	Member
5	Deputy Director , Social Welfare	Member
6	District BC Welfare Officer	Member
7	District Minorities officer	Member
8	Project Officer, ITDA/District Tribal Welfare Officer	Member

9	Executive Engineer PR	Member
10	Executive Engineer, APEWIDC	Member
11	Executive Engineer TW	Member
12	Executive Engineer PHED	Member
13	District Educational Officer, School Education	Member-Convener

VI. Preparation of estimates.

- a) The District Collector and Chairman APSSS shall obtain school wise and work wise detailed project estimates from the Executive engineers of implementing agencies for according administrative sanction. The estimates shall be prepared for the facilities required as detailed at point (IV) above.
- b) An estimate module with all the templates of the nine components shall be incorporated in the STMS software. Each school shall have a detailed estimate for each component based on the actual requirement of the facilities of the school. All the engineers shall be given training on preparation of estimates by using the STMS software at district level. The required engineering drawings of each work (component) shall be uploaded while generating the estimate in the software.
- c) The school campus shall be made a beautiful environment for students to create interest for spending more time in the school, thereby improving the quality of learning. A provision towards architecture charges will be made in the detailed estimate @ 1 % for high schools taken up under NABARD. Architects shall be hired accordingly for all high schools going to be taken up under NABARD support where additional class rooms will be taken up. The SPD APSSS shall enter into an MoU with school of architecture and planning Vijayawada for this purpose.
- d) The Engineers shall consider the life of new constructions for 75 years while preparing the estimates. The provisions shall be made accordingly.
- e) The executive agency will prepare the detailed work estimates of the selected schools using the templates given for the nine components (works) in the STMS software.
- f) The Field engineer while preparing the estimates shall consult the parents committee members and seek their advice in finalizing the provisions to be kept in the estimates. A resolution to this extent should be taken from the PC by the Head Master and the same shall be uploaded by the Field engineer while generation of the estimates.

VII. Inclusive and Green building concept.

The estimates need to carry the components necessary to ensure that the school buildings are inclusive and adopt green building concept. For this

purpose windows and other openings shall be provided sufficiently to ensure access to natural light and air. Landscape design should be part of every school. To ensure inclusiveness the entire campus should be made barrier free environment to make students with disabilities move freely. The buildings and repairs also shall include the concepts of 'Buildings as Learning Aid' (BaLA).

VIII. Heritage school buildings.

There are several schools across the state that belong to the pre-independence era and that were constructed using traditional materials and techniques. The protection of these heritage schools is also necessary. These include but are not restricted to lime, local stone, timber and brick. Schools constructed at the time of the 19th century and in the early 20th century also use steel sections in roof construction, particularly the jack-arch. It is important that these buildings be restored or repaired using similar materials of construction. If incompatible materials like cement and synthetic polymers are used, they will only accelerate the decay rather than help extend the life of these buildings.

IX. Administrative and technical sanctions.

- a) The District Education Officer (DEO) shall download the draft proceedings along with detailed work estimates from the STMS software and obtain administrative sanction from the District Collector. While processing sanctions the DEO shall ensure that all 9 components are covered for all the schools. If one component is not needed, the same may be certified by the EE.
- b) The concerned Executive Engineers, Superintending engineers and Chief Engineers shall accord the technical sanction school wise based on their competence. No estimates shall be accorded technical sanction in piecemeal manner for a given school.

X. Convergence with MGNREGS for Compound wall.

The compound wall estimate shall be taken up under MGNREGS. The Parents committee will execute the work. The implementing agency will be DCC for this purpose. The Commissioner PR&RD shall provide necessary window in the MGNREGS software for this purpose. Both the technical estimate and relevant peoples estimate will be provided in the software for the compound wall

XI. Implementation process.

- a) The Commissioner of School Education shall monitor the project and coordinate with the Government for resolving any issues and ensure that the program is implemented smoothly. The SPD APSSS shall

work closely with the Commissioner SE and ensure that the program will be implemented effectively.

- b) The Parents Committee (PC), (previously called as School Management Committee) shall play an important role in the implementation of the program. The works shall be executed by the Parents committees through community contracting methodology which is being promoted by International Labour organization (ILO).
- c) Before commencement of the work by the Parents Committee (PC), the Commissioner of School Education and the State Project Director, APSSS will facilitate to release 15% of the estimated project cost as revolving fund towards labour charges into the account of the Parents Committee of the concerned school using the STMS software to meet up the labour charges. Another 15 % will be released after 80 % of the revolving fund is spent towards labour charges.
- d) The Convener of the Parents committee (Head Master of the school/ institution) shall hold a meeting with all the parents. In case if there are multiple schools in the same school premises, the Convener/HM should ensure to invite the parents and teachers from all the schools for the meeting. The HM, Field engineer and the CRP shall facilitate the meeting and motivate the Parents Committee (PC) to take up the program. The parent committee of Higher school in the campus will execute the works of common facilities like Toilet block, electrification, drinking water supply, furniture, green chalk boards, English labs, compound walls. In case of other facilities like Painting, Major & minor repairs the Parent's committee of the respective school shall take up these works.
- e) The parents committee shall decide five members (with three women members) from the Parents Committee (PC) for cheque signing authority. These five members shall be from elected Parent members. Besides these five members, the HM and the field engineer as authorized by the respective implementing agency will also be joint account signatories. In case of more schools in one campus, the parent committee of the higher school shall co-opt 2 members from lower school committee as cheque signing members. The bank account details need to be entered in the STMS software by the respective Head Master. The funds required to implement the program by the Parents Committee will be deposited into this account by the SPD, APSSS. The contributions of communities, parents, local donors, NRIs, Alumni etc., shall also be deposited in to the same account. APCONNECTIVITY Corporation will be contacted to converge the donations for schools.
- f) The HM shall conduct general body meeting of all parents and explain about the sanction of the program to their school.
- g) All the parents shall be motivated to contribute one day voluntary labour to affirm their participation in the 'Mana Badi: Naadu-Nedu program, which is a must for success of the community contracting system.

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- h) The field engineer of the implementation agency shall explain the Parents Committee about the provisions and activities of the estimate of that school project.
- i) The Parents Committee shall be given the orientation cum training program before commencement of the work. The three member trainers team will organize this one day orientation program at mandal level.
- j) After completion of the orientation cum training program, the Parents Committee shall commence the work with the support of the field engineer and Head master
- k) The parents committee shall enter into an MoU with Executive Engineer of the respective implementing agency for the purpose of execution of the school.
- l) The Parents Committee will take up the activities in a systematic manner and complete the project as per the specifications and standards with transparency.

XII. Role of the Parents Committees.

- a) The field engineer, the CRP, Engineering Assistant (Grama Sachivalayam) and Welfare and Education Assistant (Grama Sachivalayam) shall be special invitees for the Parents Committee meetings of the school.
- b) The Parents Committee shall conduct regular (fixed) weekly meetings at the time and day as per the convenience of all the members. All the members shall attend the weekly meetings and take all necessary decisions in the meeting. The meetings shall be conducted in the school premises only. The decisions should be taken in a collective democratic manner. The Head master, Field engineer and the CRP shall only facilitate the PC to take an appropriate decision. They shall not insist to take a decision liked by HM/Field engineer/CRP or anybody outside the PC.
- c) The procurement and payment of expenditure shall be done as per the decisions taken in the Parents Committee.
- d) The Parents Committee shall maintain book keeping system to account for every rupee spent. The services of Welfare and Education Assistant (Grama Sachivalayam) shall be used to write the books of accounts.
- e) Minimum six members of the Parents Committee along with the field engineer/engineering asst shall go to the market and study thoroughly about the quality and specifications of the material available in the market and to be procured. The field engineer shall ensure that the required quantity of materials to be procured as per the progress and as per the theoretical requirement.
- f) The Parents Committee will pass the resolution for release of each and every payment.
- g) The field engineer shall record all the material procured in the M-Book. The payment for all such procurements can be paid to vendors

by PCs. Such payments shall be made only after resolution from the Parents committee.

- h) After completion of the work, the field engineer and Deputy Executive Engineer shall evaluate the work done quantities by recording all the items in the Measurement book.
- i) The Engineering Assistant (Grama Sachivalayam) shall be involved in the execution of works related to the schools in his/her village. The Engineering Assistant shall be present at work site every day and supervise the works of Mana Badi Naadu-Nedu Program. He/She shall ensure the quality of workmanship as demanded by the specification and as demanded by the aesthetics.

XIII. Convergence and role of various departments.

- a) The State Project Director, SSS shall conduct various orientation cum training programs to field engineers of all the executive agencies, Parents Committees, Engineering Assistants and Welfare and Education Assistants of Grama Sachivalayam and other stakeholders.
- b) The Head of the Departments of the implementing agencies shall monitor the execution, quality and progress of the works with their executing agencies.
- c) The Advisor (Infrastructure), to Government, School Education shall coordinate with all the above agencies and advise the agencies in implementation of the program in all aspects.

XIV. Service Charges to the implementing agencies.

Each implementing agency shall be paid 3% of the estimated cost towards service charges.

XV. Quality Assurance.

All the implementing agencies shall use the services of their quality control wings in inspection of works taken up under the program Mana Badi Nadu-Nedu and ensure that at least 20 % of the works at random are inspected. They also shall get 0.5 % of the estimated cost towards quality assurance services. All works exceeding Rs 15 lakhs shall be inspected at least once by QC officials before its closure.

XVI. Funds flow

- a) The SPD APSSS shall be the custodian of the funds given by the Government for the program.
- b) It is assumed that 30 % of the total estimated cost will be towards labour charges which would be managed by PC as revolving fund.

The rest 70 % towards material component will be accessed by PC using CFMS being operated by SPD and Financial Controller (FC) of APSSS

- c) The Project cost towards labour component 30 % will be released in two installments as revolving fund. The Head Master will raise the Fund Transfer Request (FTR) (in consultation with Field Engineer) for each installment @ 15 % over the sanctioned estimated cost and the FTR will need to be approved by the Dy EE. Before raising FTR the Head Master shall obtain the resolution from PC and the same shall be uploaded to Dy EE through STMS software. The DyEE concerned shall approve and upload to SPD APSSS for transfer of the fund to PC account. The SPD shall facilitate the transfer of the revolving fund to the respective PC account.
- d) The first installment of the revolving fund approved by PC will be forwarded by the Head Master using the STMS system after fulfilling the following conditions:
 - i. Orientation cum training is completed to the Parents Committee.
 - ii. Resolution to execute the work from Parents Committee is obtained and uploaded in the STMS.
- e) The second installment will be released upon fulfilling the following conditions:
 - i. 80% of the first installment of revolving fund is spent towards payment to masons and other labour charges.
 - ii. Resolution of Parents Committee is endorsed by Field Engineer and uploaded by Head Master.
 - iii. The FTR will need to be approved by the Deputy Executive Engineer.
- f) The regular payments towards material component will be accessed by PCs as per the following procedure:
 - i. The Finance department will allow SPD APSSS to use the existing green channel PD account for the purpose of accessing of funds by PCs for this program.
 - ii. The Commissioner SE will send proposal for release of funds to Govt for every quarter. Based on BROs from Finance dept, the CSE shall draw and put the funds in SPD APSSS's green channel PD account.
 - iii. The PC with the help of Field engineer and HM shall identify the vendor after thorough enquiry in the market for each type of material (like cement, steel, aggregate, sand, doors and windows etc) as per the community procurement guidelines given by SPD from time to time. The PC shall take invoice with bank account details and advance stamped receipt from vendor

for the material to be supplied. Based on the invoice and advanced stamp receipt, the PC takes a decision and passes a resolution to procure the same. After endorsement of the resolution by field engineer and HM, the concerned DEE shall raise Fund transfer Request (FTR) and upload to executive engineer in online using STMS. The EE shall verify and approve and upload the same to SPD office in STMS. The Financial controller (FC) and SPD APSSS shall process the FTR in online and clear for payment and facilitate that the amount will be transferred to the respective vendor's account. The same information (in online through sms) shall be sent to PC, the field engineer and the HM. Once the money is deposited, the vendor shall supply the material to PC at the school site. The Field Engineer, the HM and the PC will ensure that the material is received in full quantity with good quality as per specifications as mentioned in the Invoice/demand notice. The Field Engineer shall record the material received at site in M book and start using it for the project.

- g) The State Financial Controller, APSSS will take note approval of the State Project Director, APSSS and will approve the FTRs in the STMS on day to day basis.
- h) Upon approval of the State Project Director, the State Finance Controller will transfer the funds to the respective accounts of the Parents Committees and vendors.

XVII. Capacity building

- a) Appropriate number of trainers in each district shall be identified and trained to conduct trainings at Mandal level. Three trainers (one Engineer Asst and one Welfare & Education assistant from Gram Sachivalayam) and one CRP from School education dept will work as a team to conduct trainings at Mandal level under the supervision of the field engineer.
- b) The training of the trainers shall be conducted at the state level by the master trainers.
- c) Each trainer shall be given a kit comprising of the following:
 - i. Pen Drive (8 GB) with necessary PPTs, Videos etc., loaded.
 - ii. Parents Committee Manual.
 - iii. Works Manual.
 - iv. Book Keeping Manual.
- d) Orientation cum trainings shall be given to the following stakeholders.
 - i. Parents Committee members (including nominated, ex-officio, co-opted members), Head Masters, CRPs, Field Engineers,

- Engineering Assistants and Welfare and Education Assistants (for book keeping) of Grama Sachivalayam.
- ii. District Educational Officers, Asst project coordinators APSSS, Superintending Engineers, Executive Engineers and Deputy Executive Engineers.
 - e) The District Educational Officers shall arrange to deploy the existing projectors from schools if required for training at mandal level.
 - f) The state team shall engage appropriate consultants drawn from SCERT, APSSS, APEWIDC & TWED and prepare the required training materials such as training aids, training manuals to be given to trainers.

XVIII. Campaign

- a) The Commissioner of School Education with assistance of SPD, APSSS shall arrange to prepare the campaign material and distribute to the first phase schools.
- b) The Commissioner of School Education and State Project Director APSSS shall issue further executive instructions to field officers accordingly.
- c) All the HoDs concerned shall take actions accordingly and implement the program with high transparency and effectiveness

4. The Commissioner of School Education, A.P., the State Project Director, Samagra Shiksha Society A.P., and the Managing Director, APEWIDC, A.P., The Engineer-in-Chief PRED, The Engineer-in-Chief Public health, The Engineer-in-Chief TWED shall take further action accordingly in the matter.

5. This order issues with the concurrence of the Finance (FMU-Education) Department vide their U.O.No.FIN01-FMU0ASD(SE)/51/2019 (Computer No.1019144), dt.19.11.2019.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

NILAM SAWHNEY
CHIEF SECRETARY TO GOVERNMENT

To
The Commissioner of School Education, AP, Ibrahimpatnam.
The State Project Director, Samagra Shiksha, AP, Vijayawada.
The Managing Director, APEWIDC, Tadepalle.
The Engineer-in-Chief, Panchayat Raj Eng.Dept, Opp. PWD grounds,
Bandar Road, Vijayawada.
The Engineer-in-Chief Public Health, Garuda Apartment, Tadepalle, Guntur Dist.
The Engineer-in-Chief, Tribal Welfare Eng. Dept, Jayam House, Purna Chandra Nagar,
Benz Circle, Vijayawada

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All the District Collectors in the state.

Copy to:

The Special Chief Secretary to Hon'ble Chief Minister, AP, Amaravathi.

The Principal Finance Secretary to Government, Finance Dept, AP Amaravathi.

The Principal Secretary to Government, PR & RD Dept, AP Amaravathi.

The Principal Secretary to Government, MA&UD Dept., AP, Amaravathi.

The Principal Secretary to Government, Social Welfare Dept., AP, Amaravathi

The Principal Secretary to Government, BC Welfare Dept., AP, Amaravathi

The Principal Secretary, Minorities Welfare Dept., AP, Amaravathi

The Principal Secretary to Government, Tribal Welfare Dept., AP, Amaravathi.

The Principal Secretary to Government, WC&D Dept.,

The Principal Secretary to Government, AH, F&M Dept.,

The Advisor (Infrastructure) to Government, School Education Department, AP

The Commissioner, PR&RD, AP, Charitasri Building, Nakkal Road,

Suryaraopeta, Vijayawada.

The Commissioner of Fisheries, Poranki, Vijayawada.

The Director of Juvenile Welfare, Vidhyadhara puram, Vijayawada.

The Director, Municipal Administration, Sri Krishna Enclave, West

Annapurna Nagar, Gorantla, Guntur.

The Director, Social Welfare, Paikapuram, Vijayawada.

The Director, BC Welfare, Tadigadapa, Vijayawada.

The Director/Commissioner, Minorities Welfare, Tadepalle, Guntur.

The Director, Tribal Welfare, Revenue Colony, Vijayawada.

The Director, Works and Accounts, AP, Ibrahimpatnam.

All the DEOs in the state

The PS to Hon'ble Minister for MA&UD.

The PS to Dy. Chief Minister, Tribal Welfare.

The PS to Dy. Chief Minister, Minority Welfare.

The PS to Dy. Chief Minister, Health,FW&ME.

The OSD to Hon'ble Minister for Education

The PS to Minister for Finance, Planning & Legislative Affairs.

The PS to Hon'ble Minister for PR&RD.

The PS to Minister for Social Welfare.

The PS to Minister for B.C Welfare.

The PS to Minister for AH, F&M.

The PS to Minister for WC&D Dept.,

The PS to Chief Secretary to Government.

All remaining HoDs under the control of School Education Department.

SC/SF.

//FORWARDED::BY ORDER//

SECTION OFFICER

ANNEXURE to G.O.Ms.No.87 School Education (Prog.II) Department, dt.30-11-2019

ABSTRACT OF MANDALS AND MUNICIPALITIES ALLOCATED TO EXECUTIVE AGENCIES							
Sl. No.	Name of the District	Total No. of Mandals	No. of Mandals allotted				No. of Municipalities allotted to Municipal & PH Eng. Dept.
			APSS Engineering Dept.	APEWID C	Tribal Welfare Engineering Dept.	PR Engineering Dept.	
1	Srikakulam	38	14	12	12	0	3
2	Vizianagaram	34	9	8	8	9	4
3	Visakhapatnam	43	15	4	13	11	3
4	East Godavari	64	19	9	9	27	9
5	West Godavari	48	11	7	5	25	8
6	Krishna	50	15	10	0	25	3
7	Guntur	57	11	7	0	39	8
8	Prakasam	56	21	8	0	27	3
9	SPSR Nellore	46	22	6	3	15	3
10	Chittoor	66	11	3	0	52	5
11	Kadapa	51	12	8	0	31	2
12	Ananthapur	63	17	10	0	36	7
13	Kurnool	54	14	12	3	25	3
	Total	670	191	104	53	322	61

NILAM SAWHNEY
CHIEF SECRETARY TO GOVERNMENT