IMMEDIATE

From

The Director General, School Education,
Haryana, Panchkula

To

1. All the District Education Officers in Haryana.
2. All the District Elementary Education Officers in Haryana
3. The Member Secretary, UTKARSH Society, Sector 2, Panchkula
4. The Principal, Govt. Govt. Model Sanskriti Senior Secondary School, Sanghi (Rohtak).
5. The Principal, Govt. Senior Secondary School,Jhajjar (Jhajjar)
6. The Principal, Govt. Senior Secondary School, Saketri (Panchkula)
7. The Principal, Govt. Senior Secondary School (Boys),Gurgaon
8. The Principal, Govt. Girls Senior Secondary School, Old Faridabad (Faridabad)
9. M/s HCL Infosystems Ltd., SCO No.66-67, Sector 17-A, Chandigarh
10. M/s SAN Media Ltd.,15, Anusuya Street, Rangrajapuram, Kodambakkam, Chennai-600 024
11. M/s Everonn Education Ltd., 96-99, Perungudi Industrial Estate,Perungudi, Chennai
12. M/s Core Projects & Technologies Ltd., Block No.1-8, Building No.4, Sector 3, Millennium Business Park, Mahape, Navi Mumbai- 400710
13. M/s NICT, GF-31, First Floor, Scheme No.54, Vijay Nagar, Siyaji Square,Indore-452010
14. M/s Alfa Electronics, SCO No.59, Ground Floor, Sector 32-C, Chandigarh
15. M/s APC India Pvt. Ltd., 9th Floor, Building No.10, Tower-C, DLF Cyber City, Phase-11, Gurgaon (Haryana).

Memo No.3/15-2011 CEC(1)
Dated: Panchkula, the 05.12.2011

Sub: Minutes of the meeting to review implementation status of CCEP/FCEP/ ICT scheme in Govt. High/ Senior Secondary Schools held on 28.11.2011.

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Reference this office Memo No. 3/15-2011 CEC (1) dated 23.11.2011 on the subject cited above.

A copy of the minutes of the meeting of all the District Education Officers/DEEOs and representatives of the vendors concerned to review the implementation Status of EDUSAT and CCEP/FCEP/ ICT scheme in Govt. High/ Senior Secondary Schools held on **28.11.2011 (Monday) at 11.00 AM** in the New Haryana Civil Secretariat, Chandigarh under the Chairpersonship of Worthy Financial Commissioner and Principal Secretary to Govt. Haryana, School Education Department is sent herewith for necessary compliance under intimation to this office.

DA/ As above.

05-12-2011

Superintendent CEC
for Director General, School Education,
Haryana, Panchkula

Endst. No.Even. Dated: Panchkula, the 05.12.2011

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

1. PS/FCSE for information of the worthy FCSE.
2. PS/DGSE, Haryana, Panchkula.
3. The Director, Elementary Education, Haryana, Panchkula.
4. PA/ Addl. Director Admn.
5. PA/ Addl. Director Education
6. The Managing Director,HARTRON, Sector 17-B, Chandigarh.
7. ADO, UTKARSH Society, DIET Building, Panchkula.

DA/As above.

05-12-2011

Superintendent CEC
for Director General, School Education,
Haryana, Panchkula

The minutes of the meeting of all the District Education Officers/ DEEOs held on 28.11.2011 (Monday) at 11.00 AM in the Conference Hall, 6th Floor, New Haryana Civil Secretariat, Sector 17, Chandigarh under the Chairmanship of worthy Financial Commissioner and Principal Secretary to Govt. Haryana, School Education Department, Chandigarh.

The following officers participated in the meeting :-

1. The Financial Commissioner and Principal Secretary to Govt. Haryana, School Education Department, Chandigarh
2. The Director, Elementary Education,Haryana
3. The Additional Director Admn., O/o Director General, School Education, Haryana
4. The Additional Director Edu., O/o Director General, School Education, Haryana
5. The Ad.O., UTKARSH Society, DIET Building, Sector 2, Panchkula.
6. Assistant Director IT Edu.
7. The DEOs/DEEOs (list attaached).
8. The representatives of M/s Core Projects and Technologies Ltd., Mumbai; M/s NICT, Indore; M/s HCL Infosystems Ltd., Chandigarh; M/s SAN Media Ltd., Chennai and M/s Everonn Education Ltd., Chennai (List enclosed).

2. At present, the Department is implementing the following computer education projects/ scheme(s) in Govt. High/ Senior Secondary Schools :-

Sr. No.	Name of the Scheme	No.of schools	Name of the Company through which scheme is being implemented
1.	Information and Communication Technology (ICT) Scheme	390	M/s HCL Infosystems Ltd., Chandigarh
2.	Information and Communication Technology (ICT) Scheme	110	M/s SAN Media Ltd., Chennai
3.	Comprehensive Computer Education Project	213	M/s Everonn Education Ltd., Chennai
4.	Free Computer Education Programme	1268	M/s NICT, Indore
5.	Information and Communication Technology (ICT) Scheme	2622 (including 5 smart schools)	M/s Core Projects and Technologies Ltd., Mumbai

3. After detailed discussion on implementation status of the above projects/ schemes, the following decisions were taken in the meeting :-

(i) M/s Core Projects and Technologies Ltd., Mumbai was directed to instal and make operational DG sets in all the computer labs under them. They will ensure that the connectivity of DG set is provided to the Principal's office room as well as EDUSAT class room(s) latest by 15th December, 2011. The delay in implementation of the project on the part of M/s Core Projects and Technologies Ltd., Mumbai was seriously viewed. Finally, it was assured by the representative of the Company that where supply has been completed, the commissioning will be completed by 15th December, 2011 and where the supplies are in pipe-line and has not been received at

Parveen Sangwan
Assistant Director IT

the destination, in such cases supplies be completed before 15th December, 2011 and commissioning be ensured by 31st December, 2011 in all circumstances which is already a delayed case. All the DEOs were directed to report the status position on weekly basis about the implementation of the project through e-mail.

(ii) All the Heads of the Institutions will appoint a teacher, pereferably having basic computer knowledge, as Nodal Officer to personally check the hardware installed in the labs daily and maintain a register showing item wise position on the basis of which the Head of the Institution will submit monthly report to Direcrtorate of Secondary Education, Haryana regarding working position of the hardware. The name, designation and mobile/ contact number of the Nodal Officer be intimated to the headquarter by 30th November, 2011 through e-mail.

(iii) All the Heads of the Institutions will maintain the attendance register of Lab Attendants/technicians and computer teachers. They will also keep record regarding visits of District Co-ordinators/ Project Manager(s) to their schools. They will submit monthly attendance report of Lab Attendants, computer teachers, District Co-ordinators, Project Manager appointed by the vendors. They will also incorporate a note in the monthly attendance reports that the Lab Attendants, computer teachers appointed by the vendor(s) in their schools fulfil all the eligibility conditions relating to educational/ professional qualifications prescribed under the respective agreements signed with the vendor(s). The agreements are available at website of the Department.

The reports regarding point (i) & (ii) above must be signed by the Principal/ Headmaster himself/herself and duly countersigned by the District Education Officer concerned. Where the monthly reports are signed by an Officer other than the Principal/ Headmaster, a note should be incorporated in the report specifying reasons for not signing the report by the Principal/ Headmaster.

(iv) In case of the ICT project being implemented in 390 schools by M/s HCL Infosystems Ltd., Chandigarh and in 110 schools by M/s SAN Media Ltd., Chennai as well as in case of CCEP being implemented in 213 Govt. Sr. Sec. Schools by M/s Everonn Education Ltd., Chennai; all the Heads of the Institutions will ensure that atleast 20 litre diesel for running the Gen Set is readily available in the school. The diesel will be supplied by the vendor and the cost of diesel will be reimbursed by this Department. All the bills of diesel should be in the name of Principal (by designation) who will contersign the same while sending the bills for reimbursement to this office. The Head of the Institutions will maintain the log book/ register showing the details of diesel pertaining to opening stock, diesel purchased during the period under report, diesel consumed, closing balance, reading of Gen set at the start and end of the period under report. The first page of the log book will contain the details of delivery and installation of the DG set as well as make/ reading of the DG set.

(v) In case of the ICT project being implemented in 2622 Govt. High/ Senior Secondary Schools by M/s Core Projects and Technologies Ltd., Mumbai, the Heads of the Institutions at their own level will ensure that sufficient diesel for running the DG set is made available. They will send their requisition for funds through DEO concerned to the Director General, School Education, Haryana who will release the

Assistant Director (A.I.)

funds as early as possible. Those who have submitted their bank account numbers/RTGS details, Rs.26.00 lac have already been transferred through RTGS. The Heads of the Institutions will submit the utilization certificate(s) from time to time to the Head Office through the DEO(s). The Head of the Institutions will maintain the log book/ register showing the details of diesel pertaining to opening stock, diesel purchased during the period under report, diesel consumed, closing balance, reading of Gen set at the start and end of the period under report. The first page of the log book will contain the details of delivery and installation of the DG set as well as make/ reading of the DG set.

It must be ensured that the computer education work should not suffer due to non-availability of electricity and sufficient diesel is made available for operating the DG sets in all the computer labs. Any dereliction in this regard will be viewed seriously.

(vi) All the District Education Officers will call meetings of Principals/ Headmasters at regular intervals (atleast once in a month) to review implementation status of computer education projects as well as EDUSAT network and the proceedings of such meeting should be sent to this office.

(vii) The Heads of the Institutions where ICT scheme is being implemented in 2622 schools by M/s Core Projects and Technologies Ltd., Mumbai in District Mahendergarh, Kurukshetra and Yamuna Nagar will purchase the furniture for computer labs at their own level. The Head office will provide specifications and funds for furniture directly to the Heads of the Institutions. However, the Additional Deputy Commissioner and District Education Officer will exercise supervisory powers only to the extent of ensuring competitive prices. Similarly, the funds for purchase of furniture in five smart schools be released to the Principals concerned to purchase furniture as per requirement at their own level as per speciofications and procedure mentioned above.

(viii) Some of the DEOs reported that the BSNL authorities have not provided the internet connections with CUG facility. The matter be taken up with the BSNL to sort out the matter.

(ix) The DEOs were directed to ensure that BSNL authorities be requested to provide internet connections in all the offices of DEOs/BEOs also. The matter be also taken up with BSNL authorities to provide alternative broadband connections in 435 schools technically not feasible.

(x) All the DEOs were directed to ensure that the electric connections are made available in all the schools in the State. Where there is no electric connection in the schools, the Electricity Department be approached to get the connections on priority basis. If there is any problem, intervention of concerned Deputy Commissioner may be requested for release of early connection.

(xi) The relevant guidelines for implementation of the computer education projects will be made available by the Directorate in simple language and circulated among all DEOs/DEEOs. These will also be uploaded on website of the Department by the Head

Parveen Sangwan
Assistant Director I.T.

Office and all the DEOs/BEOs/ Heads of the Institutions will ensure implementation of the projects as per the guidelines.

(xii) The funds amounting to Rs.1,27,000/- for civil work in smart school computer lab Govt. Sr. Sec. School, Saketri (Panchkula) be released immediately. The balance 22% of the amount for construction of Science labs in 213 schools under CCEP be released immediately.

(xiii) All the DEOs should ensure that bio-metric devices are operational in all 2622 schools under ICT scheme being implemented by M/s Core Projects and Technologies Ltd., Mumbai and send the list of schools where the bio-metric devices are not installed. The Head of the Institutions will be held responsible for non-functioning of the bio-metric device.

(xiv) All the pending utilization certificates relating to EDUSAT be sent to the UTKARSH Society by the DEOs/ DEEOs immediately. The spare parts of equipments for EDUSAT project will be supplied to the JEs by the UTKARSH Society directly.The connection with DG sets will be provided by M/s Core Projects and Technologies Ltd., Mumbai or other service providers by 15th December, 2011 in all schools where computer labs are functional/ installed. The Heads of the Institutions will ensure that EDUSAT terminals are used for distance education as per schedule in all these schools. Irrespective of battery availability/UPS, the DG set connection will permit usage of EDUSAT terminals. The classes will go to the room as scheduled. The teacher in-charge will accompany the class. The objective of distance lecture mode is also to train/ equip teacher for better teaching. In the event of any disconnection of transmission, the teacher can take over.

(xv) The daily reporting through e-mail by the Principals of 845 Govt. Sr. Sec. Schools where broadband facility is available be ensured to the Directorate regarding attendance of staff , mid-day meal and number of students to whom mid-day meal was provided and number of students attended the computer classes and other important event(s) of the school. The Directorate will prepare a reporting format and circulate for such e-mail reporting.

(xvi) The District Education Officers will direct all the Block Education Officers to inspect all the schools within their jurisdiction atleast once every month and they will submit the report with regard to implementation status of computer education projects to this office. The District Education Officers will also carry out inspection of the schools under them at regular intervals.

(xvii) In case, any difficulties is faced in implementation of the above projects, the same be reported at e-mail: edusecondaryhry@gmail.com or phone No.0172-2573535 (AD IT Edu in the office of the Director General, School Education, Haryana).

The meeting ended with a vote of thanks to the Chair.

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Parveen Sangwan
Assistant Director I.T.