

From

Principal Secretary School Education
Haryana, Chandigarh

To

Director SCERT, Gurgaon
All District Education Officers
All District Elementary Education Officers
All District Project Coordinators, SSA/RMSA
All Block Education Officers
All Block Elementary Education Officers
All Block Resource Coordinators, SSA/RMSA

Memo No. 1-67/2015-IT Cell
Dated 13th August, 2015

**Subject: Management Information System – Use of student data uploaded on the
MIS for all Department needs**

Dear Sir/Madam,

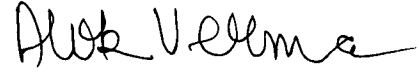
Kindly refer to this office order no. 1/26-2014-IT Cell dated 27.03.2015 vide which it was ordered that with effect from the academic session 2015-2016, data of all students shall be captured on the central MIS Portal and will act as a single source of student data for reference to conduct all key activities including disbursement of incentives, text books, Mid-day Meal, Budget projections under various schemes, redistribution of teachers etc. To capture different type of data fields, various modules have been developed and made available on the portal to enable the schools to upload the relevant fields.

2. In compliance of above instructions, even though schools have digitized the student enrolment, still data updation exercise is going on. To upload complete information and maintain the quality of data on the portal, instructions have been issued from time to time.

3. **Now, it is hereby ordered that with effect from 15th August 2015, the student data captured on the central MIS portal will act as the single source of information for conduct of all key Departmental activities**, including student admissions, disbursement of incentives such as scholarships and text books, management of the Mid-Day Meal scheme, budget projections under various schemes, redistribution of teachers on the basis of student enrolment, constitution of teams for various sports activities etc. It is further ordered that any activity which involves Name of students,

Student Registration Number shall mandatorily be mentioned against his/her name. **No separate data requests will be sent for confirmation/update of the same. Any school that has yet not done all admissions will not receive the necessary grants / benefits.**

4. **Simultaneously, all DEOs/DEEOs/BEOs/BEEOs/Heads of Institutions shall ensure the accuracy of information uploaded in the MIS,** as mentioned in letter no. 1-67/2015-IT Cell dated 13.07.2015 vide which data quality management processes were ordered to be enforced. It may be ensured that requisite certificates are submitted by each authority to its higher authority within the prescribed timeframe. For clarification on any issue, letters and instructions issued from time to time can be referred to by visiting the website **<http://schooleducationharyana.gov.in/mismaterial.html>**.



**For Principal Secretary, School Education
Government of Haryana, Chandigarh**

Endst. No. Even

Dated: 13.08.2015

A copy is forwarded to the following for information:

1. Director Secondary Education, Haryana, Panchkula.
2. Director Elementary Education, Haryana, Panchkula.
3. State Project Director, HSSPP, Panchkula.
4. Secretary Board of School Education, Haryana, Bhiwani.



**For Principal Secretary, School Education
Government of Haryana, Chandigarh**