

PROCEEDINGS OF THE DISTRICT EDUCATIONAL OFFICER & EX-OFFICEO DISTRICT PROJECT CO-ORDINATOR, RMSA, GUNTUR

Present:: Sri N. Raghu Kumar., M.sc., M.Ed., M.Phil

Rc.No.6353/RMSA/2017

Dt. .05.2017

Sub:- RMSA-In-service training programme for the year 2016-17 to secondary school teachers in Guntur District- Conduct of District Level and Divisional Level summer Residential Training programme - Orders issued-Reg.

Ref:-

- 1) 9/B/TE/SCERT/RMSA/Trg/2017 Dt.21.04.2017 of the Director, SCERT., A.P., Amaravathi
- 2) 778/RMSA/APMS/2016-1 Dt.27.04.2017 of the Commissioner of School Education & Ex-Officeo Project Director, RMSA., A.P., Amaravathi.
- 3) 9/B/TE/SCERT/RMSA/Trg/2017 Dt.28.04.2017 of the Director, SCERT., A.P., Amaravathi.
- 4) 137/IT Cell (PMU)/2017 Dt.02.05.2017 of the Commissioner of School Education, A.P., Amaravathi.
- 5) 9/B/TE/SCERT/RMSA/Trg/2017 Dt.03.05.2017 of the Director, SCERT., A.P., Amaravathi.

All the Deputy Educational Officers in the district are informed that as per the references read above, Government of Andhra Pradesh, Department of school Education has decided to conduct the summer Residential teacher Training programme for the year 2016-17 to the teachers of VIII, IX and X class in residential mode in Telugu Medium teachers of all Govt, ZP and Aided schools and English medium teachers of Model Schools, Municipal, all residential schools, APREIS and KGBVs .

3days Programme:

As per the references cited, it is decided to conduct the 3 day District level Residential trainings of Telugu, Hindi, English and Social Studies teachers of ZP, Government and Aided managements i.e Telugu Medium who undergone training in April-2017. The .Deputy Educational Officer, Narasaraopet is appointed as a Course Director to conduct the training programme. The Deputy Educational Officer, Narasaraopet shall appoint the course coordinator to closely monitor the training programme at the venue. The training 2 days ICT and 1 day IEDSS should be organized as per schedule given below.

Course Director: Sri.P.V.J.Rama Rao, Dy.E.O, Narasaraopet,

Course Coordinators: 1. Sri.B.V.A.L Vara Prasad, HM, ZPHS SB Puram

2. Sri.M.S.R.K.Prasad, HM, ZPHS Uppalapadu.

Venue	Dates	Participants	Subjects Covered
Sai Tirumala Engineering College, Narasaraopet	12.05.2017 to 14.05.2017 (3 days)	200	Tel, Hin, Eng, SS

8 days Training for Govt, ZP and Aided Schools: For Telugu Medium.

As per the reference cited, it is decided to conduct the 8 day Divisional level residential trainings of Maths, PS and BS and 7 day Divisional level residential training of PET the teachers of ZP, Government and Aided managements i.e Telugu Medium in 3 spells as shown below.

For Maths, PS and BS

S.No	Spell	Period	Content	ICT	IEDSS
1	Spell-1	15.05.2017 to 22.05.2017 (8 Days)	5 Days	2 Days	1 Day
2	Spell-2	23.05.2017 to 30.05.2017 (8 Days)	5 Days	2 Days	1 Day
3	Spell-3	31.05.2017 to 07.06.2017 (8 Days)	5 Days	2 Days	1 Day

For PET

S.No	Spell	Period	Content	ICT	IEDSS
1	Spell-1	23.05.2017 to 29.05.2017 (7 Days)	5 Days	1 Day	1 Day

The Commissioner of School Education & Ex-Officeo Project Director, RMSA., A.P., Amaravathi has approved a total no of 1981 teachers for our district where as there are 2565 SA are working in the district. Hence the Deputy Educational Officers concerned shall call the subject teachers proportionately for the training programme and ensure 40% of participants should be female teachers. The Budget will be released for the above sanctioned no. of teachers only. The venues and number of allotted teachers particulars are shown below. Course directors and Course Coordinators details are given below.

S.No	Name of the Division	Venue of the training programme	Allotted Number				Total
			Maths	PS	BS	PET	
1	Bapatla	SVRM Degree College, Nagaram	127	108	98	42	375
2	Guntur	Shalom Church High School, Guntur	120	93	90	34	337
3	Narasaraopet	St Marys High School, Ravipadu, Narasaraopet	137	108	98	38	381
4	Sattenapalli	St Pauls High School,	178	144	135	45	502

		Phirangipuram					
5	Tenali	Sri Rama Rural College, Chiluvuru	125	116	104	41	386
			687	569	525	200	1981

S.No	Name of the Division	Venue of the training programme	Course Director	Course Coordinators
1	Bapatla	SVRM Degree College, Nagaram	Sri.D.Bali Ram, Dy.E.O, Bapatla	1. A.Siva Sankar Babu, SA, ZPHS Gullapalli. 2. Narasimha Rao, SGT, MPSS Ramalayam street, Takkalapadu
2	Guntur	Shalom Church High School, Guntur	Sri.P.Ramesh, Dy.E.O, Guntur	1.Aazraiah, HM, ZPHS Unnava 2. G.Venkateswarlu, HM, ZPHS Yanamadala
3	Narasaraopet	St Marys High School, Ravipadu, Narasaraopet	Sri.P.V.J.Rama Rao, Dy.E.O, Narasaraopet	1.M.Rama Rao, MEO, Nekarikallu 2. K.Koteswara Rao, HM, ZPHS, Kunkalagunta
4	Sattenapalli	St Pauls High School, Phirangipuram	Sri.P.Ramesh, Dy.E.O, Sattenapalli	1.D.Prabhakar Rao, HM, ZPHS Komerapudi 2.A.Thirumalesh, HM, ZPHS Narnepadu
5	Tenali	Sri Rama Rural College, Chiluvuru	Sri.M.Lakshmi Narayana, MEO, Tenali	1.Lakshmi Prasad, HM ZPHS Buriipalem, 2.P.Siva Sarath, HM ZPHS, Pyaparru

As per the reference cited all the Deputy Educational Officers are here by appointed as course directors to conduct 8 day Divisional level residential training programme at the above divisional venues. The Deputy Educational Officers shall appoint the course coordinator to closely monitor the training programme at the venue. They are informed to issue orders to subject teachers under their jurisdiction to attend the 8 day Divisional level residential training programme at the above mentioned venues, subjects as per the schedule.

8 Day Training Programme for all Residential Schools (KGBV/APMS/APRIES/APSWRS) for EM:

As per the reference cited, it is decided to conduct the 8 day District level residential trainings of Telugu, Hindi, English, Maths, PS, BS, and SS and 7 day District level residential training of PET the teachers of Municipal, APREIS, Tribal Welfare, BC Welfare, Social Welfare, Model Schools and KGBVs i.e English medium in 3 spells as shown below.

For All Subjects Except PET:-

S.No	Spell	Period	Content	ICT	IEDSS
1	Spell-1	20.05.2017 to 27.05.2017	5 Days	2 Days	1 Day
2	Spell-2	28.05.2017 to 04.06.2017	5 Days	2 Days	1 Day
3	Spell-3	04.06.2017 to 11.06.2017	5 Days	2 Days	1 Day

For PET

S.No	Spell	Period	Content	ICT	IEDSS
1	Spell-1	20.05.2017 to 26.05.2017	5 Days	1 Day	1 Day

The Commissioner of School Education & Ex-Officeo Project Director, RMSA., A.P., Amaravathi has approved a total no of 1051 teachers in Guntur district. Hence all the Deputy Educational Officers shall call the subject teachers for the District level training programme. The Budget will be released for the above sanctioned no. of teachers only. The venue and number of allotted teacher's particulars are shown below.

Course Director: Sri.P.V.J.Rama Rao, Dy.E.O, Narasaraopet,

Course Coordinators: 1. A.Kiran Kumar., Lecturer, DIET Boyapalem.

2. Sri.BVAL Vara Prasad, HM, ZPHS SB Puram

S.No	Venue of the training programme	Allotted Number								
		Tel	Hin	Eng	Maths	PS	BS	SS	PET	Total
1	Sai Tirumala Engineering College, Narasaraopet	100	106	158	182	144	150	140	71	1051

The Deputy Educational Officer, Narasaraopet is here by appointed as course director to conduct 8 day district level residential training programme at the venue. The Deputy Educational Officer, Narasaraopet shall appoint the course

coordinator to closely monitor the training programme at the venue. Earned leave will be preserved as per the rule 15 under FR 82.

Guidelines:

1. They are requested to issue suitable orders to Headmasters of all schools under all managements (i.e ZP, Government and Aided, Municipal, APREIS, Tribal Welfare, BC Welfare, Social Welfare, Model Schools and KGBV Schools) such that all Headmasters and teachers will be available to undergo training during summer immediately.
2. They are requested to arrange the venues with laboratory facility for maths, science i.e P.S., B.S., and provide play ground for PET teachers.
3. CSE, SCERT team, Director RMSA, RJDSE, DEO visit the training centers and review with the trainees on the quality & effectiveness of training programme.
4. Earned leave will be preserved as per the ruling 15 under FR 82.
5. They has to look after all the arrangements like logistics, attendance, feedback, material etc of all batches at that venue.

Attendance:

1. They are requested to instruct all the teachers to carry their e.Hazar Devices (FP & Iris) given at school level to respective training centers for attendance.
2. The workshop will be organized to check the devices in case of any issues received for implementation of e.Haza.
3. Proper facilities should be ensured at the training venues. Biometric attendance of trainees & Resource persons twice a day should be ensured.
4. In case of failure of attendance, such issues to be addressed to the device vendor, in turn, the device vendor will resolve the problem there itself within the period of ½ hour.
5. A hand holding training will be given to the teachers on the following modules.

1. e.Hazar
2. CCE
3. DCR &VCR
4. APeKX
5. TEPAC

Finance:

The amounts will be released to the course Directors in due course. Pay and release the funds for arrangements, TA/DA Charges to the participants and all other payments in respect of training programme should be done through **online only** and no cash & Cheque payments will not be allowed. The unit cost statement is enclosed.

Hence all the Deputy Educational Officers i.e. Course Directors are requested to strictly follow the guidelines issued in the reference cited for effective and smooth conduct of training by providing satiable infrastructure and sanitary facility by providing quality food, tea, snacks, drinking water and accommodation both for ladies and gents separately.

The Course Directors are informed to maintain daily attendance, stock registers for distribution of stationary and material and acquittanes for the amounts distributed to the participants at the centers. In the last session of every spell collect and submit feedback forms of the participants. They shall prepare documentation of the entire divisional level and district level training programme spell wise with visual support and participants data in soft and hard copies without fail.

Hence the Course Directors are requested to conduct above divisional level and district level training programmes at the mentioned centers effectively and submit the daily reports to the District Educational Officer, Guntur for onward submission to Commissioner of School Education & Ex-Officio Project Director, RMSA., A.P., Amaravathi.

Encl: 1 Guidelines
2. Financial norms


District Educational Officer & Ex-Officio
District Project Coordinator,
RMSA, Guntur

To

All The Course Directors in the district.

Copy submitted to the Regional Joint Director of school Education, Guntur for favour of kind information.

Copy submitted to the Director, SCERT., A.P., Amaravathi for favour of kind information.

Copy submitted to the Collector & Chairman, RMSA, Guntur for favour of kind information.

Copy submitted to the Commissioner of School Education & Ex-Officio Project Director, RMSA., A.P.,

Amaravathi for favour of kind information.