

**PROCEEDINGS OF THE STATE PROJECT DIRECTOR,  
SAMAGRA SHIKSHA, ANDHRA PRADESH :: AMARAVATI  
Present :: Sri. B. Srinivasa Rao, I.A.S.,**

**Rc.No. SS-22021/3/2024-OSC SEC-SSA, Dt.: 14/06/2024**

<b>Sub:-</b>	AP Samagra Shiksha - OSC Wing - Conduct of "Nenu Badiki Pota"- Enrollment Drive - campaign in all the habitations in the State from 13-06-2024 to 12-07-2024 - Instructions issued - Reg.
<b>Read :-</b>	Memo No. Spl/A&l/2024-CSE, Dt. 10-06-2024 of the Commissioner of School Education, A.P., Amaravati.

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**ORDER:**

The attention of all the District Educational Officers & Ex-Officio Project Coordinators and Additional Project Coordinators of Samagra Shiksha in the State is invited to the reference cited and are informed that the Commissioner of School Education, A.P., Amaravati issued permission for opening of all Schools from 13-06-2024 for the Academic year 2024-25.

Further it is informed that, it is proposed to conduct a special drive on enrolment campaign to conduct Door to Door Survey of Identification of the OoSc Children with the Support of Gram/ward Sachivalayam in Consistent Rhythmes in the State. The major focus of the drive is to reduce the dropout rate and enroll all the school going children by creating awareness on the importance of Education and facilities, benefits and schemes related to Education.

**The objectives of the programme are:**

1. To ensure 100% enrolment of all eligible children into schools
2. To ensure that no child in the age group of 6-14 years is left out of Schools.
3. To bring back all dropout children to school

**District level Convergence meeting:**

All the district Educational officers & Ex-officio project coordinators , Additional project coordinators of Samagra Shiksha may be instructed to conduct a district level convergence meeting with Gram / Ward Secretariats of Rural Development and Panchayath Raj department, ICDS,labour and Police Departments. Deputy Director of Social Welfare, Deputy Director of Tribal Welfare , Deputy Director of Minority welfare,

Deputy Director of BC welfare, Project Officers of ITDA, Dy. Commissioner/ Asst. Commissioner ( Labour department ), Deputy Director, NCLP, Project Director - MEPMA and District Panchayath Officer in coordination with all the sectorals of Samagra Shiksha (ALSCOs, GCDO,CMO, IE Coordinator , AMO, AMO(Urdu) MIS/Planning coordinators) to highlight the need and importance of door to door enrollment drive programme with main focus on all habitations by involving all the staff of Samagra Shiksha and School education Department.

The following committees are formed for various levels to enroll the school age Children in the habitations with the field functionaries of Samagra Shiksha and School education department.

**District level Committee :**

The DEO & Ex-officio Project Coordinator is instructed to constitute committee in convergence with other line departments for smooth functioning of the programme.

1	DEO & Ex-officio Project Coordinator ,SS	Chairman
2	Additional Project Coordinator,SS	Member Convener
3	District Panchayat officer	Member
4	Dy.Commissioner/ Asst.Commissioner (Labour department )	Member
5	Project officer (ITDA)	Member
6	Project officer (ICDS )	Member
7	Deputy Director, Tribal welfare	Member
8	Deputy Director, Social welfare	Member
9	Deputy Director, BC welfare	Member
10	Deputy Director, Minority welfare	Member
11	Deputy Director, NCLP	Member
12	Project Director - MEPMA	Member
13	Deputy Education Officers concerned	Member
14	Deputy Inspector (Urdu)	Member

**Mandal Level Committee:**

The MEOs are instructed to form committee in coordination with other line departments.

1	Mandal Education officer	Member Convener
2	Tahsildar	Member
3	Mandal Parishad Development officer	Chairman
4	CDPO (ICDS)	Member
5	Concerned officer from Tribal welfare	Member
6	Concerned officer from Social welfare	Member

7	One School Complex Head Master	Member
8	One Urdu School Head Master	Member
9	Special officer, KGBV	Member
10	DLMT concerned	Member

**Village/ Habitation level committee:-**

1	Parental Committee Chairman	Chairman
2	Head Master of Concerned School	Member & Convener
3	Panchayat secretary	Member
4	CRP	Member
5	Welfare & Education Assistant	Member
6	Village volunteers of concerned area	Member
7	Anganwadi staff	Member

**Plan of action for the enrollment drive Programme**

S.No	Particulars	Date
1.	1. District level convergence meeting with all line departments 2. Allotment of Mandals to all District sectorals of SamagraShiksha	13-06-2024
2.	1.To display the posters indicating the facilities and amenities provided in the Government Schools. 2.To organize rallies. 3.To explain about the facilities available in the Government Schools ( Amma Vodi, Gorumudda, Vidhya kanuka, manabadi Nadu-Nedu etc ). 4.To display playcards with good slogans and also Educational schemes available for all categories of Children available. 5. Allotment of habitations to the enumerators.	14-06-2024
3.	1.To Conduct village /Habitation level door to door campaign in coordination with Village volunteers, Chairman, Vice Chairman and members of Parents Committee concerned. 2.To motivate the parents by explaining the importance of Education and also facilities and schemes available for their children education. 3.Identification of the children. 4.To enroll immediately after identification of the children into their age appropriate classes in neighboring school. 5.To give " VIDHYA KANUKA" Kits to all admitted Children.	15-06-2024 to 11-07-2024

	6.To assess the academic standards of the admitted children by the teachers of concerned school. 7.To prepare and submit day wise enrollment progress data to the concern authorities in annexed proforma. (Habitations to MEO concerned and MEO to DPO and DPO to SPO)	
4.	1.To declare by the Village Volunteers that all school aged children in their allotted houses are admitted in to the Schools. 2.To announce and declare by the Parents committee concerned that all all school age children are admitted in to schools in their habitation /Village. 3.To submit habitation wise enrollment consolidated data .	12-07-2024

### Enumerators:

Village volunteers, Welfare & Education assistants, CRPs, IERPs, Anganiwadi Workers (ICDS), CRTS of KGBVs Concerned, Part time instructors of SamagraShiksha

### Implementation of Special Enrollment Drive

1. By Conducting educational awareness camps.
2. To prepare and release the posters on the importance of education and facilities, schemes provided by the State and central Governments.
3. Documentary films have to be developed on education and its importance.
4. To explain about the Successors (Role models) among them.
5. To involve the community elders to motivate parents for sending their children to the school.
6. To involve the print and electronic media for giving wider publicity on the educational facilities available for the all children .
7. To involve and motivate the educated youth among them for giving wider publicity in social media.

**Campaign of Enrolment Drive is planned for 6 Days from 13-06-2024 to 18-06-2024 is scheduled as follows:-**

#### **Day 1 ( i.e on 13-06-2024)- Commencement of Nenu Badiki Potha Programme:**

May be conducted by the DEO &Ex-Officio Project Coordinator-SS ,Additional Project Coordinators along with the sectorals of samagra Shikha , Project Director -ICDS, project Officer -ITDA and Local public representatives (Door to Door campaign)

In district level the APCs may be conduct rally along with the concerned DEO, DyEOs, PD( ICDS), District Labour Officer, DPO, Project

officer ,ITDA etc....

In mandal level the MEO may conduct rally Panchayat Secretary, CDPO (ICDS) (Anganavadi Supervisor), School Complex Head Master , Panchat secretary, Welfare education assistant, KGBV Special Officer, CRPs, Village volunteers etc....

Release brochures, wall posters and issue wide publicity to the news papers on Campaign of Enrollment Drive.

The information of SC, ST, Minority less enrollment habitations data may be collected from the field and concentrate to enroll the identified children in the Schools.

### **Day 2 ( i.e on 14-06-2024) - Badi Ustavam**

Conduct of Grama Sabha in all the villages of the district under the chairmanship of Village Sarpanch. The aim of Gramsabha is to motivate the parents to admit children back to school.

Folkdances, Kalajathas may be conducted in all villages for wide publicity in this programme.

MEOs, Dy.E.Os., Headmasters, DEOs, MPDOs & MROs may be instructed to make night halt in most backward and problematic villages in the Mandal.

The identified Never- Enrolled children may be admitted to the age appropriate classes in the neighborhood School with the consent of parents.

### **Day 3 - ( i.e on 15-06-2024) Balika Ustavam**

The campaign team should take oath from the community in writing that there will be "No Girl Child Left Behind in our habitation.

KGBVs & Govt. Schools will be visited by Mandal level team.

The Success Girl children should be honored.

### **Day 4 - ( i.e on 17-06-2024)Day for Children with Special Needs**

Awareness programme may be conducted to all parents at "Bhavitha Centre" and explain about concepts of inclusive education since It is observed that Children dropout because of Special problem like low vision, deaf & dumb, dyslexia etc.

The CwSN should also be enrolled in schools. If they have more than moderate disability, they shall be provided support at IERTs/ Bhavitha Centres.

### **Day 5 - ( i.e on 18-06-2024)Conduct of Vidya Sadassu**

All SMCs will be invite at mandal level for Vidya Sadassu. All parents will be explained about facilities provided by the Government for quality

Education like i.e. Highly qualified teachers, Free text books, Vidhya kanuka, Nadu-Nedu programme, Amma vadi, Gorumudda etc.... Display the Video, Distribute the brochures at mandal level, Paste the wall posters at village level

**Day 6 ( i.e on 19-06-2024) (A Day with Community):**

The data of out of School Children identified and enrolled in Schools will be entered in UDISE with extending a copy to the district authorities.

The Additional Project Coordinators may be requested to submit the consolidated data of School Children identified and enrolled in Schools to this office immediately.

The campaign team may requested to declare that there is No Child Left Behind their all habitations and announced as Non OSC Habitations.

Further they are instructed to submit the data of out of School Children identified and enrolled in Schools to this office immediately.

**Role of District Educational officers and Ex-officio Project Coordinators :**

To conduct district level convergence meeting with all line departments in coordination with all sectorals and Asst. Sectorals of Samagra Shiksha.

Instruction should be given to all Dy. Educational officers and mandal educational officers to conduct door to door campaign for identification of children and enrollment drive.

Should visit 4 or 5 mandals during the programme

Proper instructions should be given to all the school complex Head Masters ,HMs and the teachers to cooperate with enumerators and guide them properly

To Conduct day wise review with the Deputy Educational Officers, Sectoral and Asst.Sectoral Officers of Samagra Shiksha

To instruct the MEOs not to allot any other duties to enumerators until completion of the Programme

**Role of Additional Project Coordinator :**

Appointment of divisional level monitoring officers with the sectoral officers and Asst. Sectoral Officers of SamagraShiksha

Visit at least 3 or 4 mandals per day

Collection of Day wise report from the MEOs

Preparation of day wise consolidated report in annexed formats and submit the same to State Project Director

Monitoring Day wise progress and instructions should be given to MEOs, Headmasters, teachers and the enumerators time to time.

To Conduct day wise review with the sectoral and Asst.Sectoral

Officers of Samagra Shiksha

**Role of Dy. Educational Officers:**

To Conduct mandal level orientation to School Complex Head Masters, MEOs enumerators and other stake holders..

Visit 4 - 5 mandals per day.

Cross check at random and ensure quality of the data and programme.

Co-ordinate with all Mandal Educational Officers in the division.

Monitor the Progress of programme in their jurisdiction time to time.

To monitor the day wise consolidation report of MEOs

To Conduct day wise review with the MEOs

**Role of of Sectoral officers and Asst. Sectoral Officers :**

Visit at least 4 to 5 mandals per day in their allotted area.

During the programme cross check at random of identification and enrollment of the children and to ensure quality of the data and the programme.

Time to time guidance to the MEOs and Enumerators.

To Conduct day wise review with the MEOs

Role of Deputy Inspector(Urdu) :

Deputy Inspector(Urdu) is sole responsible for the programme in all minority habitations in their jurisdiction.

To instruct all Urdu School Head Masters and the teachers to involve actively and to monitor the programme in all minority habitations in their jurisdiction

To Visit 5 to 6 habitations per day in their Jurisdiction .

To motivate the parents and create awareness on the available facilities in the Schools and Educational Schemes for their children Education

Time to time guidance to the Enumerators.

Cross verification of data at the field level

**Role of Mandal Educational Officers:**

To Conduct mandal level convergence meeting by inviting the MPDO, Tahsildar, CDPO concerned in Coordination with School Complex Head Masters, Head masters, Panchayat Secretaries concerned, Village Education Assistants, Village Revenue Officers and other stake holders.

Allotment of habitations/Villages /wards to the Enumerators as per the schedule.

Preparation of day-wise and village wise action plan.

Allotment of habitations/Wards to the enumerators.

Conduct orientation programme to the enumerators.

Visit 4 to 5 villages/Habitations/Wards per day.

During the survey cross check at random and ensure quality data and the programme .

Collection of day wise data from the enumerators.

Submission of day wise consolidated report to DPO in consultation with concerned Dy. Educational officer.

To monitor the Progress on daily basis.

To visit at least 6-10 habitations/villages per day.

To review with the enumerators on daily basis.

Not to allot any other duties to enumerators until completion of the Programme.

**Role of enumerator:**

1. To Attend the orientation meeting.
2. Conduct door to door campaign as per the action plan.
3. Identification of the children and enroll in the school.
4. All habitations should be covered within the timeline.
5. Submission of day wise reports to the MEOs concerned.
6. To ensure the quality data and the programme.
7. To motivate the parents towards education of their children.
8. To explain about the schemes (Amma Vodi, Gorumudda, Vidhya kanuka etc ) and facilities available for their children Education.

**Role of Village volunteers & Ward Education Assistants :**

1. Conduct door to door campaign as per the Schedule.
2. To support the enumerators by providing accurate information about the school aged children.
3. Identification of the children and enrollment in the school.
4. To motivate the parents towards education of their children.
5. To declare by the Village Volunteers that all school aged children in their allotted houses are admitted in to the Schools.

**Instructions :**

1. A District level convergence meeting has to be convened.
2. Instructions must be given to the MEOs and other responsible officers.
3. Prepare the Banners and Postures (a model copy will be sent by the SPO).
4. The Enumerators should take proper care to identify and enroll the SC,ST & Minority children.
5. The enumerators should not give false and fabricated information under any circumstances . If anything found wrong action will be taken against individuals.



6. DEOs, APC and MEOs should not assign any other works to the Enumerators.
7. Special focus on all SC,ST & Minority Habitations.
8. Also at district level is responsible for the programme and submit the daily report to SPO.
9. Involve the community elders and motivate parents for sending their children to the school.
10. Involve the print and electronic media for giving wide publicity on this programme and also educational facilities available particularly for the SC, ST and Minority communities.
11. Involve and motivate the educated youth among them for giving wide publicity in social media.
12. The members, Vice Chairman, Chairman of Parents Committee should take responsibility and to declare that all school aged children in their habitations/villages are admitted in to the School Village volunteers should declare that all school age children in their allotted houses are admitted in to the Schools.

**A)The following Officers , are in the Special Drive team**

1. Dr.N.Narasimhamam,IEConsultant (Visakhapatnam,Kakinada&Konaseema)
2. Sri.N.Aminaidu, IE Asst.Coordinator (Anakapalli & East Godavari).
3. Dr.Sampath Prasad, Lecturer SIEMAT (West Godavari & Eluru).
4. Smt.Vanaja Parachuri, IE Asst.Coordinator (Guntur, NTR & Krishna).
5. Sri.G.Mallikarjuna,IE Asst.Coordinator (Bapatla,Prakasam& Palnadu).
6. Dr.K.Penchalaiah, TSG (Chittoor & Tirupati)
7. Smt.P.Geetha, OoSC TSG Consultant (Annamayya & Nellore).
8. Sri.K.Abdul Gani, Pedogogy Asst (U)( Sri Satya Sai, YSR Kadapa, Kurnool & Nandyal)

The District Educational Officers & Ex-Officio Project Coordinators and Additional Project Coordinators of Samagra Shiksha in the State are requested to take necessary action to enroll all drop box children and identified Out of School Children in Regular Schools / KGBVs / Residential Schools through the MEOs, CRPs (Cluster Resource Persons), H.Ms, Village Education Welfare Assistants and Ward volunteers from 13.06.2024 to 12.07.2024.

**Encl.:** Model copy of Banner and Format for day wise report. Srinivasa Rao I A S B

**STATE PROJECT DIRECTOR,  
Samagra Shiksha,  
A.P.,Amaravati**

**To**

All the District Educational Officers and Ex. Officio Project Coordinators.  
All the Additional Project Coordinators of Samagra Shiksha in the State.  
The Commissioner, Rural Development and Panchayath Raj department,  
A.P., Amaravati.

Copy to all the Regional Joint Directors of School Education in the State for  
information and follow up action.

Copy to all the Mandal Educational Officers in the State with instruction to  
communicate to HMs and Bhavita centers for information and for  
necessary follow up action.

Copy to all the Head Master of Govt. / Govt. Schools in the State.