

GOVERNMENT OF ANDHRA PRADESH
SCHOOL EDUCATION DEPARTMENT

Circular Memo.No.2880286/CSI/MBMB/2025. Date:16-07-2025

Sub : SE – MBMB - Improper information in STMS Report R.2.23 Regarding Model Primary Schools Data Input Sheets - While Verification of Data Inputs, which are submitted by EAs in STMS Portal, in Report R.2.23 - Certain Instructions – Issued.

Ref : 1.Video Conference held on 05/06/2025
2.Input Data Sheets that are Submitted by EAs. In the TMS Report R.2.23
3.Meeting with Commissioner School Infrastructure, Dt.01-07-2025
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All the District Educational Officers and Additional Project Coordinators are hereby informed that certain discrepancies have been identified in the data input sheets submitted by EAs and need to be corrected immediately.

In this context, all District Educational Officers and Additional Project Coordinators are hereby directed to disseminate the following instructions to field staff and ensure that the data input sheets for Model Primary Schools are accurately completed by Executive Assistants. The detailed instructions are follows:

General instructions:

While assessing verandahs/partitions in Model Primary Schools,

Existing additional classrooms (Phase-II ACRs) within the school premises that are nearing completion (90% or more) should be taken into consideration.

Surplus rooms available within the school premises after utilization for high school/upper primary Sections purposes should be taken into consideration.

Conversion of Verandah into Classroom:

Priority should be given to converting verandahs into classrooms rather than opting for classroom partitions.

Verandahs with a width of less than 8 feet should not be considered for conversion into classrooms.

Partitions for Class Rooms:

The requirement for partitions in classrooms can be considered after converting verandahs to meet the minimum classroom requirement (1 classroom for 1 section).

Repairs for Model Primary Schools:

Repairs should be considered only for classrooms where Model Primary Sections are being implemented.

Painting to Model Primary Schools:

Painting should be considered only for classrooms where Model Primary Sections are being implemented.

If painting is required, ensure the size of the room is accurately mentioned in the input data sheet.

Painting should be considered for only 1 coat in Phase-I covered schools and 2 coats in other Model Primary Schools.

Furniture:

The requirement for furniture should be assessed after considering surplus furniture available in the cluster, mandal, division, or district (in that order) and allocating it to Model Primary schools.

Green Chalk Board:

The requirement for Green Chalk board should be assessed after considering surplus Green Chalk board available in the cluster, mandal, division, or district (in that order) and allocating it to Model Primary schools.

Role of Committees.

a) For each Mandal, two committees per Mandal, headed by MEO1/MEO2 and comprising Complex HM/Cluster HM, will be formed for this verification process.

S.No	Committee-I	Committee-II
1	MEO-I	MEO-II
2	Cluster HM Concerned	Cluster HM Concerned
3	HM of Concern Model Primary School	HM Concern of Model Primary School
4	Engineering Assistant / Welfare Assistant	Engineering Assistant / Welfare Assistant

b) The MEO-1, MEO-2 of a mandal shall distribute the Model Primary Schools equally between them.

c) Each Committee should personally visit the MPS and assess the requirement of infrastructure facilities for the school.

d) The Sachivalayam Engineer should enter the exact requirement of infrastructure facilities as assessed by the Committees and filled in the Data Input Sheets in STMS app and completed the activity by 5th July,2025.

e) The Concerned MEO and Sachivalayam Engineer should be responsible for any deviation in the filling of Data Input Sheets.

Hence, all the DEOs and APCs in the State are hereby instructed to communicate the instructions to all the concerned and ensure that the data input sheets is filled properly in STMS app without fail by 23-07-20205.

Treat this as most important and time-bound.

MUVVA RAMALINGAM

**For Commissioner,
School Infrastructure,**

To

All the District Educational Officers and Additional Project Coordinators in the State to take immediate necessary action in the matter.

Copy submitted to the Director, School Education for favour of kind information.

Digitally signed by
M RAMALINGAM
Date: 16-07-2025
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