

**Government of Andhra Pradesh
School Education Department**

Cir. Memo. No.1184262/20-21/Manabadi Nadu Nedu Dated:14/07/2020

SUB: School Education dept – Mana Badi Nadu Nedu - Closure of works-Guidelines – Issued-Regarding.

REF: - 1. G.O.Ms.No. 87 of the School Education (Prog-II) Department dated 30-11-2019.

2. G.O. Ms No 22 of the school education (Prog II) Department dated 06-05-2020

Government vide the GO read in 1st in the reference have accorded administrative approval for taking up 9 identified components in all the schools to improve infrastructure of the schools under Mana Badi Nadu Nedu Programme.

As per the revised target date fixed by the Govt, all the school projects shall be completed by 3rd August 2020, hence all the Implementation departments and the District Collectors, Joint Collectors development shall now concentrate on closure of the works and projects. For this purpose the following guidelines are issued

a) Centralized procurement of materials : The tenders for the following items have been finalized and agencies are fixed.

- Dual Desks (type I, type II, type III @ one per two students)
- Teacher s tables and chairs
- Teacher s Almirahs (one Almirah for four teachers)
- Green chalk boards (one per class room)
- Ceiling Fans
- Sanitary ware - Water closets, – Orissa Pan & Western Commode (one western commode per school having strength of 300 and two western commodes for schools having strength of more than 300 to fix in girls toilets and one western commode for differently abled children), Urinals

- for boys (small & big), wash hand basins
- Painting
- Drinking water system Type- I & Type-II
- Smart TVs

A decision is taken by the Govt to take up the painting work only after monsoon. We may try painting in some parts of southern districts where the current monsoon is not active. The finalized colour patterns and wall arts shall be put in the STMS for the guidance of the field officials.

All the Implementation departments shall now focus on procurement of the above material and see that all the works are completed by the target date. The contact details of each of the manufacturing companies are made available in the STMS.

b) Residual material : The material left over in each school may be assessed and wherever is found excess the same may be sold to the other schools wherever required on cost to cost basis. The Mandal engineers and MEO s shall facilitate this so that the material is optimally used and public money is saved.

c) Small quantities of cement, sand : As the program is coming to an end, small quantities of material like sand, cement may be purchased locally at market rates as small quantities are not supplied by cement companies and APMDC.

d) Plantations and land scaping : As the monsoon season is active All the HMs and parent committees shall take up plantations and landscaping in the school campus. For this purpose small quantities of good soil and fertilizers may be purchased charging to minor repairs component. The plantations and landscaping shall be taken up only where compound walls exist. The HMs and parent committees shall also take actions to water them and protect them throughout.

e) Closure of a work: There are eight to nine components in each school. Now all officials shall focus on completion of each component. There is a closure button for each work is given in the HM s login in the mobile App. Once a work is completed in all respects the HM can close a work after discussion with the parents committee and by their approval. While closing the work the HM shall take three photographs of that completed component and upload in the mobile App. The HM also shall upload two or three Nadu photographs of that particular component (a photo before taking up of that particular component). Once it is closed the HM shall not be permitted to upload any further

bill/voucher on that particular work. The HM also shall upload the total expenditure incurred on that particular component. Part of the cement , part of sand, part of stone, part of bricks part of the steel etc shall be assessed and take into account of expenditure of that particular component.

Once it is closed by HM, it will be sent to mandal engineers log in. The mandal engineer shall inspect the school site and satisfy himself/herself and accept for the closure of the work. The mandal engineer can free to (always) reject the proposal of the HM/Parents committee if the work is physically or financially not closed as per his field inspection.

f) Closure of the project: This shall (should) be operated only when all the sanctioned components are completed physically and financially. Before they do this, the HM and Mandal engineer shall close all the components after completion of all the components in the school.

Once all the components are completed in all respects the HM can close the project after discussion with parents committee and with their approval. While closing the project the HM shall take three photographs from different directions of the completed school and upload in the mobile App. The HM also shall upload two or three Nadu photographs of the school (a photo before taking up of the program). Once it is closed the HM shall not be permitted to upload any further bill/voucher on that particular school project. The HM shall enter the details of all the vouchers and bills again in STMS software. The CRP, MIS coordinator and MEO shall help the HM in entering the details of the bills/vouchers spent by the parents committee in the STMS. No bill/Voucher shall be accepted unless they are signed by HM and one parents committee (authorized cheque signing) member. The HM also shall enter the balance cash available in the bank account and balance cash available on hand in STMS.

Once it is closed by HM, it will be sent to mandal engineer's log in. The mandal engineer shall inspect the school site and satisfy himself/herself and accept for the closure of the work. The mandal engineer can always reject the proposal of the HM/Parents committee if the work is physically or financially not closed as per his field inspection. Before closure of the project the mandal engineer shall do the following

- He/She shall record all the works in a measurement book and get it check measured by the concerned DEE.
- The measurements with quantities and with technically sanctioned rates shall be recorded and value of work done is

assessed. All the measurements of all works including works carried out beyond technical sanctioned work shall be recorded and assessed for value of work done.

- He/She shall enter the details of M book and dates of check measurement by DEE.
- Enter the details like total value of work done (as per technical sanctioned rates), component wise as per actual work carried out by the parents committee.
- In case the expended initial costs of cement, sand and steel are more than the rates in the technical sanctioned estimate, the differential costs of cement, sand and steel shall be taken into account while assessing the value of work done in M book. The extra costs incurred only on these items shall be added to value of the work done at the end in the M book.

All the District Collectors, Joint Collectors development, DEOs, APCs and EEs of Nadu Nedu are requested to make note of the above points in closure of works and projects and work towards completion of the program before the target date.

The District Collectors and Joint Collectors (Development) are requested to monitor the progress of the work very closely and ensure the completion of Nadu Nedu works as per the target date fixed by the Govt.

VADREVVU CHINAVEERABHADRUDU
COMMISSIONER, SCHOOL EDUCATION (FAC)

To

All the District Collectors,

All the Joint Collectors (Development)

All the Project Officers ITDA

All the District Education Officers

All the Executive Engineers of Nadu Nedu Implementing Agencies of the above districts.

All the Additional Project Coordinators Samagra Shiksha

All the Regional Joint Directors, School Education dept

Copy to

The State Project Director Samagra Shiksha, Patamata, Vijayawada

The Managing Director, APEWIDC, Amaravati

The Chief Engineer, APEWIDC, Amaravati

State Project Engineer, Samagra Siksha, Vijayawada

The Engineer in Chiefs of PRED, TWED, Public Health, RWS&S,
The Project Officers, ITDAs through DEOs
The Superintending Engineer & Nadu Nedu Coordinator of residential societies
All the Secretaries of residential school societies
All the Municipal Commissioners through DEO s
The Project Manager, TCS,
Copy submitted to the Principal Secretary to Govt, School Education,
Copy submitted to the Principal Secretary to Govt, PR&RD,
Copy submitted to the Principal Secretary to Govt, MA&UD,
Copy submitted to the Secretary to Govt, Tribal Welfare dept,
Copy submitted to the Secretary to Hon'ble Chief Minister, (Mr Soloman Arokyaraj) Tribal Welfare dept,
Copy submitted to the Advisor (Infra) to Govt,
Copy submitted to the Head , PMU Nadu-Nedu, Amaravati
Copy to the OSD to Honorable Minister, Education Department.