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SCHOOL & MASS EDUCATION DEPARTMENT

RESOLUTION

The 28th September, 2016

Sub:—Incentive Grant to Non-Government Aided High Schools and Aided Upper Primary (ME) Schools of the State.

At present payment of Grant-in-Aid (GIA) to Non-Govt. Aided High Schools and Upper Primary (ME) Schools is governed by School & Mass Education Department Order No.8799/SME., Dated the 22nd March,1995 and No.134/SME., Dated the 10th June, 2013. These Non-Govt. Educational Institutions are receiving GIA at different rates as per eligibility towards salary cost.

2. The rule 30(a) of Odisha Education (Establishment, Recognition and Management of Private High Schools) Rules, 1991 and rule 31(a) of Odisha Education (Establishment, Recognition and Management of Private Upper Primary Schools) Rules, 1991 make it obligatory on the private managements for proper maintenance of the land and building of such institutions. But so far, most of the managements have failed to maintain the minimum infrastructure of these aided institutions in a satisfactory manner which ultimately has a bearing on the quality of education.

3. There is thus a constant demand from various quarters to take up the repair, maintenance of existing buildings and construction of new buildings of Aided Non-Govt. Educational Institutions through any Government Deptt. from Government resources.

4. Considering the above aspects and in order to impart quality education at Secondary level and Elementary level and to maintain standard infrastructure of these institutions in a satisfactory manner, the Government have been pleased to decide that Non-Govt. Aided High Schools and Non-Govt. Aided UP(ME) Schools shall be provided with Incentive Grant for repair, maintenance and essential construction of buildings through the concerned Block Development Officers subject to fulfillment of eligibility criteria and other conditions as laid down hereunder.

5. Priority should be given for utilization of grants towards restoration of unsafe school buildings, construction of toilets, drinking water facilities, construction of ramps with hand railings, Class room, Laboratory and Library wherever necessary. A gap analysis to this effect may be made by the Director, Secondary Education, Odisha to fulfill these minimum requirements in the educational institutions. There may be a Committee at the Director, Secondary Education level to look into the execution of the Scheme.

6. A District Level Committee may be formed under the Chairmanship of Collector to monitor the progress of the works allotted to the institutions in the District. The District Education Officer should be involved in the said Committee.

A. AIDED HIGH SCHOOLS

Eligibility:—

1. The school must have an approved management having minimum 1(one) year residual validity on the date of application.
2. For renovation of the existing school building it must be standing on the land recorded in the name of the School.
3. For any new construction the land must be recorded in the name of the school.
4. The roll strength of Class-IX & X taken together of the school must be 60 or above consecutively for last three years. In Tribal Sub-Plan (TSP) Blocks it will be 40 and above.
5. The pass out percentage of the school in last three Annual HSC Examinations must be 80% and above. In TSP blocks it must be 70% and above. Preference will be given to the school having 80% pass out and above. Top priority will be given to schools where minimum 20% of the students passed in A1 Grade in the Annual H.S.C. Examination, 30% weightage can also be given to the schools where students in HSC pass out in A1, A2, B1 & B2 Grade.
6. District will be taken as unit in identifying the Schools.

Type of Works to be undertaken:—

- (a) Construction of Class Room, Laboratory and Library only.
- (b) Renovation of existing building.
- (c) Completion of unfinished building started under some other scheme / programme and found technically viable subject to production of No Objection Certificate from the last executing agency.
- (d) Construction of toilets with water facility for Girl Students on priority basis.
- (e) Construction of Ramp with hand railings.

Amount of Incentive Grant:

The maximum ceiling will be ₹.10.00 lakhs per school or the amount as per plan and estimate whichever is less. This ceiling may be revised by the Government from time to time. Once a school reaches the latest ceiling amount fixed by Government in one year or more than one year the same school will not be eligible to get repeat grants within next 5 years under this scheme. The number of schools to be covered in a year will be decided by the Government as per financial allocation made for the purpose.

Application for Incentive Grant and Procedure of Execution of Work:—

- (i) The Head Master—*cum*—Secretary of an eligible Aided High School shall submit the application in the prescribed format to the District Education Officer concerned during the month of March only giving details of work to be undertaken along with the plan and estimate of the proposed work to be undertaken.
- (ii) The plan and estimate duly approved and signed by the Technical personnel of concerned Block shall be submitted along with the application.
- (iii) The Incentive Grant shall only be utilized on the land and building owned by the school and copy of the evidence of ownership shall be submitted along with the application.
- (iv) After receipt of applications from the interested schools in the month of March the District Education Officer will verify the eligibility of the applicant-schools and shall forward the same to the Director, Secondary Education by 15th of April with his observations / recommendations. The cases of unsafe buildings warranting priority should be pointed out at the time of recommendation by the DEO.
- (v) The Director, Secondary Education will shortlist the applications as per budgetary provisions on the basis of roll strength and annual HSC Examinations results. The Director, Secondary Education shall give priority to the unsafe buildings. Any further new modality if required to refine the short listings shall be devised at Directorate level. After finalization of the list, necessary sanction order shall be issued and funds released to the DEOs in one go in the month of May each year and the concerned DEO shall place the funds with the Executing Agency concerned in maximum two phases keeping in view the progress in work.
- (vi) On receipt of sanction order and allotment from the Director, the DEO will draw the required amount and shall place the fund with concerned Executing

Agency maximum within one week. The true copy of applications and other documents received from the applicant schools shall be transmitted to the concerned Executing Agency along with transfer of funds for completing necessary formality and issue of work order to the selected executants.

- (vii) The work should be executed preferably under the established procedure of the Executing Department.
- (viii) The technical personnel & BDO of the concerned Block and District Education Officer of the concerned district shall supervise the work.
- (ix) After completion of the work, UC shall be submitted by the Executing Agency to the DEO who in turn will submit the compiled UC to the Director of Secondary Education with his countersignature. If required part UC may be submitted to monitor progress.
- (x) The progress and completion of the work shall be regularly monitored by the technical personnel & BDO of the Block and the DEO of the concerned district.

Maintenance of Accounts:

At the Executing Agency level a separate Bank Account and cash book shall be maintained exclusively to handle funds received from the DEOs towards Incentive Grant so that the accounting of the funds can be properly checked and monitored. The interest accrued if any, shall be informed to the DEO at the end of each financial year by the Executing Agency. The interest accrued shall only be utilized after approval of the Director of Secondary Education for the purpose for which it has been sanctioned.

B. AIDED UP (ME) SCHOOLS

Eligibility:—

- 1 The School must have an approved management having minimum 1 (one) year residual validity on the date of application.
- 2 For renovation of the existing school building it must be standing on the land recorded in the name of the School.
- 3 For any new construction the land must be recorded in the name of the school.
- 4 The roll strength of Class-VI and VII taken together of the School must be 70 or above for last three years. In TSP Blocks it will be 50 and above.
- 5 The results of Class-VII in both Mathematics and MIL of the school in Summative-II of last three years must be more than the Block average.

Type of Works to be undertaken:

- (a) Construction of new buildings i.e. Class Room and Library only.
- (b) Renovation of existing building.
- (c) Completion of unfinished building started under some other scheme/ programme and found technically viable subject to production of No Objection Certificate from the last Executing Agency.
- (d) Construction of toilets with availability of water.
- (e) Construction of Ramp with hand railings.

Amount of Incentive Grant:

The upper ceiling of Incentive Grant for an Aided UP (ME) School shall however be limited to maximum of Rs. 5.00 lakhs or as per actual plan and estimate whichever is less. This ceiling may be revised by the Government from time to time. Once a school reaches the latest ceiling amount fixed by Government in one year or more than one year the same school will not be eligible to get repeat grants within next 5 years under this scheme. The number of schools to be covered in a year will be decided by the Government as per financial allocation made for the purpose.

Application for Incentive Grant and Execution of Work:—

- (i) The Head Master -*cum*- Secretary of an eligible Aided UP School will submit the application in a prescribed format to the Block Education Officer concerned during the month of March only.
- (ii) The plan and estimate duly approved and signed by the Technical personnel working in the Block shall be submitted along with the application.
- (iii) After completion of the work, UC shall be submitted by the Executing Agency to the DEO who in turn will submit the compiled UC to the Director, Elementary Education with his countersignature. The progress and completion of the work shall be monitored by the BDO, technical personnel of the Block and the BEO in their respective jurisdiction and the DEO of the concerned district. If required part UC may be submitted to monitor progress.
- (iv) The work should be executed preferably under the established procedure of the Executing Agency.
- (v) The Incentive Grant shall only be utilized on the land and building owned by the school and copy of the evidence of ownership shall be submitted along with the application.
- (vi) After receipt of applications from the interested schools in the month of March the Block Education Officer will verify the eligibility of the applicant-

schools and forward the same to the District Education Officer by 5th of April with his observations /recommendations. The cases of unsafe buildings warranting priority should be pointed out by the BEO at the time of recommendation.

- (vii) The DEO shall compile the proposals received from the BEOs and after due verification he will forward the same with his observations and recommendations to the Director, Elementary Education by 15th of April.
- (viii) The Director, Elementary Education will shortlist the applications as per budgetary provisions on the basis of roll strength and annual results of the school. The Director, Elementary Education shall give priority to the unsafe buildings as reported by the BEOs in their recommendation. The schools from which students have been selected for NRTS award in last three years will be accorded priority. Any further new modality if required to refine the short listings shall be devised at Directorate level. After finalization of the list, necessary sanction order shall be issued and funds released as allotment to the DEOs in one go during the month of May each year with copy to respective BEOs.
- (ix) On receipt of sanction order and allotment from the Director, the DEO will draw the required amount and transfer the funds to concerned Executing Agency under intimation to concerned BEO. The true copy of applications and other documents received from the applicant schools shall be transmitted by the DEO to the Executing Agency along with transfer of funds for execution of the work.
- (x) After necessary checks and measurement of the work and expenditure of allotted fund the Executing Agency will seek release of further funds from the DEO. In no case the DEO will hold up any funds at his level beyond two installments.
- (xi) After completion of the work, UC shall be submitted by the BDO to the DEO who in turn will submit the compiled UC to the Director of Elementary Education with his countersignature. The progress and completion of the work shall be monitored by the Competent Officers of the Executing Agency and by the BEO of the Block as well as the DEO of the district. If required part UC may be submitted on the basis of actual expenditure.

- (xii) The other conditions like type of work, maintenance of accounts etc. for Aided UP (ME) Schools shall remain same as applicable to Aided High Schools mentioned earlier.

This has been concurred in by Finance Department vide their UOR No.101-SSI dated the 27th August, 2016.

ORDER

Ordered that, this Resolution shall be published in an Extraordinary issue of *Odisha Gazette*.

By Order of the Governor

RANJANA CHOPRA

Commissioner-*cum*-Secretary to Government