

**PROCEEDINGS OF THE STATE PROJECT DIRECTOR  
SAMAGRASHIKSHA, ANDHRA PRADESH**

**Present: Sri. B. SRINIVASA RAO., I.A.S.,**

**Rc.No. SS-16/1/2023-CMO SEC-SSA,**

**Dt.23/12/2024**

Sub: SS-CMO- Instructions for Conducting One-Day Non-Residential SMC Trainings at District, Mandal, and School Levels-Instructions-Issued-Regarding.

Ref: 1 Memo: Rc.No.SS-16/1/2023-CMO SEC-SSA, Dt.03.10.2024  
2 Note orders of the State Project Director, Dated:19.09.2024  
&&&&

**ORDER:**

All District Educational Officers (DEOs) and Additional Project Coordinators (APCs) of Samagra Shiksha in the State are hereby informed that the Department of School Education & Literacy, Government of India, New Delhi, has approved the budget for conducting SMC trainings in the State.

As part of this initiative, training programs are planned at four levels in a cascade mode. A two-day State-level residential training program was successfully held on 7th and 8th October 2024 in Vijayawada.

The schedule for the one-day non-residential SMC trainings at the District, Mandal, and School levels is as follows:

S.No	Training	schedule
1	District Level	27.12.2024 to 30.12.2024
2	Mandal Level	31.12.2024 to 02.01.2025
3	School Level	03.01.2025 to 06.01.2025

The details of the District, Mandal and School level one day Non-Residential Training programs are as follows.

**District level Training (Non-Residential):** The total number of participants for the district level training is 3765 i.e., 5 members (3 Teachers+2 SMC) from 679 Mandals in the State and 370 resource persons (5 resource persons from each Education division (74X5).

**Mandal Level (Non-Residential):** The total number of participants for the Mandal level training is 93643 i.e., 2 members (1 Teacher +1 SMC)



from each school (45124 schools x2=90248) and 5 Resource Persons from each mandal (5X679) 3395.

**School Level (Non-Residential):** The total number of participants for the school level training 676860 (i.e. 15 members from each school (45124 schools x15=676860)

The district wise Number of Participants and Budget allocated for District and Mandal Level one day Non-Residential training programmes are as follows.

<b>District wise Budget for SMC Trainings (District and Mandal Level Training)</b>						
<b>S.NO</b>	<b>Districts</b>	<b>A. District Level</b>		<b>B. Mandal Level</b>		<b>(A+B) Total amount</b>
		<b>Participants</b>	<b>Budget</b>	<b>Participants</b>	<b>Budget</b>	
1	ANAKAPALLI	130	116400	3020	515640	632040
2	ANANTAPUR	170	153100	3635	623210	776310
3	ANNAMAYYA	165	146200	4496	759660	905860
4	ASR	120	108600	5968	984700	1093300
5	BAPATLA	135	120300	2993	512630	632930
6	CHITTOOR	175	159500	5071	852970	1012470
7	EAST GODAVARI	105	93900	2069	356930	450830
8	ELURU	155	138400	3816	648240	786640
9	GUNTUR	100	90000	2214	378820	468820
10	KADAPA	200	179000	4278	732640	911640
11	KAKINADA	115	101700	2661	454270	555970
12	KONASEEMA	125	115000	3274	553660	668660
13	KRISHNA	140	126700	2851	489910	616610
14	KURNOOL	145	130600	3042	521780	652380
15	MANYAM	85	78300	3271	544010	622310
16	NANDYAL	160	142300	2945	510190	652490
17	NELLORE	210	186800	5412	916700	1103500
18	NTR	115	104200	1982	344320	448520
19	PALNADU	155	138400	3302	566000	704400
20	PRAKASAM	205	180400	4990	849180	1029580
21	SRI SATYASAI	175	159500	4279	726250	885750
22	SRIKAKULAM	165	149200	5436	910060	1059260
23	TIRUPATI	190	171200	4812	815460	986660
24	VISAKHAPATNAM	65	59700	1247	214930	274630
25	VIZIANAGARAM	155	138400	3730	634480	772880
26	WEST GODAVARI	105	93900	2849	481730	575630
<b>Total</b>		<b>3765</b>	<b>3381700</b>	<b>93643</b>	<b>15898370</b>	<b>19280070</b>



The District Educational Officers (DEOs) and Additional Project Coordinators (APCs) of Samagra Shiksha in the State are directed to form monitoring teams comprising the district sectoral officers of Samagra Shiksha, Deputy Educational Officers for the District level, Mandal Educational Officers and State Resource Persons at the Mandal level. These teams will oversee the training programs at the District, Mandal and School levels.

Additionally, they are instructed to issue necessary instructions to the concerned individuals for the effective organization of the training programs and to ensure full participation of the SMCs and Resource Persons at all levels of trainings.

The details of the district-wise budget allocated for conducting the one-day non-residential trainings at the District and Mandal levels, along with the information on educational divisions, mandals, and schools, are attached (Annexures 1-4).

The District Educational Officers (DEOs) and Additional Project Coordinators (APCs) of Samagra Shiksha in the State are hereby informed that the one-day non-residential trainings at the District, Mandal, and School levels are to be organized as per the schedule provided above. They are instructed to ensure the smooth execution of these trainings and submit a compliance report


The powers vested with the State Project Director, Samagra Shiksha, Sanction is hereby accorded by the State Project Director, Samagra Shiksha, for the release of an amount of Rs. 1,92,80,070/- (One Crore



Ninety-Two Lakhs Eighty Thousand and Seventy Rupees only) to the Additional Project Coordinators, Samagra Shiksha, in the State.

The Finance Controller of this office is requested to release an amount of Rs 1,92,80,070/- (Rupees One Crore ninety two lakhs eighty thousand and Seventy only).

The budget shall be met from 2.1.1.1 SMDC Training (Secondary) and 2.3.1.1 Training of SMC/SDMC (Elementary) for the year 2024-2025.

  
State Project Director  
AP Samagra Siksha

To

All the District Educational Officers & Ex-officio Project Coordinators of Samagra Shiksha in the State.

All the Additional Project Coordinators of Samagra Shiksha in the State  
Copy to the Regional Joint Directors(SE) in the State for taking necessary action.

Copy to the District Collectors & Chairmans of Samagra Shiksha for favor of information.

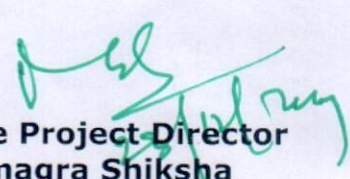


**Annexure- 1**  
**District Level Trainings**  
**The district wise bifurcation of Budget for District level SMC**  
**Trainings**  
**Submitted below:**

<b>District wise estimated Budget for District Level SMC Trainings</b>											
S. N o.	District	TA for participants (As per actual) Rs.600/- per participant	Lunch and 2 times Snacks with tea Rs.120/- per participant	Rs.300/- per meeting hall Computers usage charges including high speed internet	Rs.2000/- per meeting hall Projector & speakers with 2 mikes	Rs.500/- per meeting hall Banner	Note book, Pen and folder Rs.60/- per participant	Honorarium Rs.500/- per DRP	Honorarium Rs.1000/- per training in-charge from State Office/observer	Rs.200 per meeting hall Miscellaneous	Total Amount
1	ANAKAPALLI	78000	15600	900	6000	1500	7800	5000	1000	600	116400
2	ANANTAPUR	102000	20400	1200	8000	2000	10200	7500	1000	800	153100
3	ANNAMAYYA	99000	19800	900	6000	1500	9900	7500	1000	600	146200
4	ASR	72000	14400	900	6000	1500	7200	5000	1000	600	108600
5	BAPATLA	81000	16200	900	6000	1500	8100	5000	1000	600	120300
6	CHITTOOR	105000	21000	1200	8000	2000	10500	10000	1000	800	159500
7	EAST GODAVARI	63000	12600	600	4000	1000	6300	5000	1000	400	93900
8	ELURU	93000	18600	900	6000	1500	9300	7500	1000	600	138400
9	GUNTUR	60000	12000	600	4000	1000	6000	5000	1000	400	90000
10	KADAPA	120000	24000	1200	8000	2000	12000	10000	1000	800	179000
11	KAKINADA	69000	13800	600	4000	1000	6900	5000	1000	400	101700
12	KONASEEMA	75000	15000	900	6000	1500	7500	7500	1000	600	115000
13	KRISHNA	84000	16800	900	6000	1500	8400	7500	1000	600	126700
14	KURNOOL	87000	17400	900	6000	1500	8700	7500	1000	600	130600
15	MANYAM	51000	10200	600	4000	1000	5100	5000	1000	400	78300
16	NANDYAL	96000	19200	900	6000	1500	9600	7500	1000	600	142300
17	NELLORE	126000	25200	1200	8000	2000	12600	10000	1000	800	186800
18	NTR	69000	13800	600	4000	1000	6900	7500	1000	400	104200
19	PALNADU	93000	18600	900	6000	1500	9300	7500	1000	600	138400
20	PRAKASAM	123000	24600	1200	8000	2000	12300	7500	1000	800	180400



21	SRI SATYASA I	1050 00	21000	1200	8000	2000	1050 0	10000	1000	800	159500
22	SRIKAKU LAM	9900 0	19800	1200	8000	2000	9900	7500	1000	800	149200
23	TIRUPATI	1140 00	22800	1200	8000	2000	1140 0	10000	1000	800	171200
24	VISAKHA PATNAM	3900 0	7800	300	2000	500	3900	5000	1000	200	59700
25	VIZIANA GARAM	9300 0	18600	900	6000	1500	9300	7500	1000	600	138400
26	WEST GODAVA RI	6300 0	12600	600	4000	1000	6300	5000	1000	400	93900
	<b>Total</b>	<b>2259 000</b>	<b>451800</b>	<b>23400</b>	<b>1560 00</b>	<b>3900 0</b>	<b>2259 00</b>	<b>185000</b>	<b>26000</b>	<b>1560 0</b>	<b>3381700</b>

  
**For State Project Director**  
**AP Samagra Shiksha**



**Annexure- 2**  
**Mandal Level Trainings**

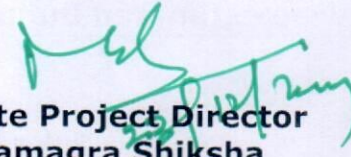
**The district wise bifurcation of Budget for Mandal level SMC Trainings**

**District wise estimated Budget for Mandal Level SMC Trainings**

Sl. No.	District	TA for participants (As per actual) Rs.50/- per participant	Lunch and Tea with snacks Rs.80/- per participant	Speakers with mike Rs.120/- per classroom	Banner Rs.100/- per Classroom	Note book, Pen Rs.30/- per participant	Honarium for Resource Persons @100/- per RP	Rs.1000/- per training in-charge from State Office/observer	Rs.50 per Classroom Miscellaneous	Total Amount
1	ANAKAPALI	151000	241600	8640	7200	90600	12000	1000	3600	515640
2	ANANTAPUR	181750	290800	11160	9300	109050	15500	1000	4650	623210
3	ANNAMAYYA	224800	359680	10800	9000	134880	15000	1000	4500	759660
4	ASR	298400	477440	7920	6600	179040	11000	1000	3300	984700
5	BAPATLA	149650	239440	9000	7500	89790	12500	1000	3750	512630
6	CHITTOOR	253550	405680	11160	9300	152130	15500	1000	4650	852970
7	EAST GODAVARI	103450	165520	6840	5700	62070	9500	1000	2850	356930
8	ELURU	190800	305280	10080	8400	114480	14000	1000	4200	648240
9	GUNTUR	110700	177120	6480	5400	66420	9000	1000	2700	378820
10	KADAPA	213900	342240	12960	10800	128340	18000	1000	5400	732640
11	KAKINADA	133050	212880	7560	6300	79830	10500	1000	3150	454270
12	KONASEEMA	163700	261920	7920	6600	98220	11000	1000	3300	553660
13	KRISHNA	142550	228080	9000	7500	85530	12500	1000	3750	489910
14	KURNOOL	152100	243360	9360	7800	91260	13000	1000	3900	521780
15	MANYAM	163550	261680	5400	4500	98130	7500	1000	2250	544010
16	NANDYAL	147250	235600	10440	8700	88350	14500	1000	4350	510190
17	NELLORE	270600	432960	13680	11400	162360	19000	1000	5700	916700
18	NTR	99100	158560	7200	6000	59460	10000	1000	3000	344320
19	PALNADU	165100	264160	10080	8400	99060	14000	1000	4200	566000
20	PRAKASAM	249500	399200	13680	11400	149700	19000	1000	5700	849180
21	SRI SATYASAI	213950	342320	11160	9300	128370	15500	1000	4650	726250
22	SRIKAKULAM	271800	434880	10800	9000	163080	15000	1000	4500	910060



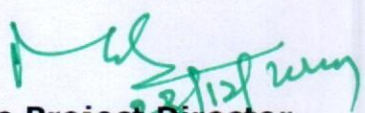
23	TIRUPATI	24060 0	38496 0	12240	10200	14436 0	17000	1000	5100	81546 0
24	VISAKHAP ATNAM	62350	99760	3960	3300	37410	5500	1000	1650	21493 0
25	VIZIANAG ARAM	18650 0	29840 0	10080	8400	11190 0	14000	1000	4200	63448 0
26	WEST GODAVARI	14245 0	22792 0	6840	5700	85470	9500	1000	2850	48173 0
	<b>Total</b>	<b>46821 50</b>	<b>7491 440</b>	<b>2444 40</b>	<b>2037 00</b>	<b>2809 290</b>	<b>33950 0</b>	<b>26000</b>	<b>101850</b>	<b>15898 370</b>

  
**For State Project Director**  
**AP Samagra Shiksha**



**Annexure-3:**  
**District wise Number of Divisions, Mandals and Schools**

Sl. No.	District	No. of Divisions	No. of Mandals	No. of Schools
1	ANAKAPALLI	2	24	1450
2	ANANTAPUR	3	31	1740
3	ANNAMAYYA	3	30	2173
4	ASR	2	22	2929
5	BAPATLA	2	25	1434
6	CHITTOOR	4	31	2458
7	EAST GODAVARI	2	19	987
8	ELURU	3	28	1838
9	GUNTUR	2	18	1062
10	KADAPA	4	36	2049
11	KAKINADA	2	21	1278
12	KONASEEMA	3	22	1582
13	KRISHNA	3	25	1363
14	KURNOOL	3	26	1456
15	MANYAM	2	15	1598
16	NANDYAL	3	29	1400
17	NELLORE	4	38	2611
18	NTR	3	20	941
19	PALNADU	3	28	1581
20	PRAKASAM	3	38	2400
21	SRI SATYASAI	4	31	2062
22	SRIKAKULAM	3	30	2643
23	TIRUPATI	4	34	2321
24	VISAKHAPATNAM	2	11	596
25	VIZIANAGARAM	3	28	1795
26	WEST GODAVARI	2	19	1377
	<b>Total</b>	<b>74</b>	<b>679</b>	<b>45124</b>

  
 For State Project Director  
 AP Samagra Shiksha




**Annexure-4:**  
**Instructions to the DEOs and APCs**

1. The DEOs & APCs in the State are instructed to constitute a district level committee with CMO as Co-ordinator and other sectoral officers of Samagra Shiksha and the KRPs as members to monitor the SMCs training at **District Level** and the same is to be informed to state office and to ensure the SMC trainings shall be completed within stipulated time.
2. The DEOs & APCs in the State are instructed to constitute a mandal level committee with the MEOs I & II as co-ordinators and complex Head Masters as members and DRPs to monitor the SMC trainings at **Mandal Level**. The SMC mandal level trainings shall be completed within stipulated time.
3. The DEOs & APCs in the State are instructed to constitute a complex level committee with the complex Head Master as co-ordinator I & II and complex Head Masters and MRPs to monitor the SMC trainings at **School Level**. The SMC mandal level trainings shall be completed within stipulated time.
4. The DEOs & APCs in the State are instructed to finalize the venues for District, Mandal and School level SMC trainings and to inform the same to the SPO well in advance.
5. The number of participants in a training hall/ class room should not be more than 50.
6. The DEOs & APCs in the State are informed that the printed SMC modules will be supplied to the DPOs.
7. The DEOs & APCs in the State are instructed to distribute two SMC modules per each school in the respective districts.
8. The Head master of the school concerned should be responsible for completion of SMC trainings at School level.
9. The APCs are informed to communicate the Training dates to all stake holders through the concerned school Head Master in their respective Districts well in advance for ensuring 100% attendance of the SMC members.
10. The attendance of the SMC members who have attended the training should be collected and should be kept with the DPO.
11. A detailed report on conduct of training programmes at District, Mandal, school level should be submitted to the SPO.
12. The Services of CMRTs/PTIs shall be utilized for successful conducting of the SMC trainings.



13. At the end of the training, all SMC members should be aware about their roles and responsibilities and functioning of SMCs.
14. The KRPs, DRPs and MRPs are responsible to co-ordinate and support the training programme until completion.
15. The Mandal Education Officers are instructed to take responsibility of SMC trainings at Mandal/School Level.
16. The Deputy Educational Officers are instructed to take responsibility of District, Mandal and School level trainings.
17. The DEOs & APCs are informed that, the training expenditure of District, Mandal and School level trainings should not be exceeded the allocated budget.
18. The DEOs & APCs in the State are strictly instructed to furnish the status of trainings time to time to the SPO without fail with signed copy along with excel format.
19. The DEOs & APCs in the State are directed to coordinate with State observers and arrange logistics during the period.

  
**For State Project Director**  
**AP Samagra Shiksha**