

**PROCEEDINGS OF THE STATE PROJECT DIRECTOR, RAJIV VIDYA
MISSION (SSA), ANDHRA PRADESH, HYDERABAD**

Present:: Dr. Mohd. Ali Rafath, IAS.,

Proc. Rc. No. 52/RVM(SSA)/B2/2010,

Dated:05.06.2010.

Sub: RVM (SSA), A. P., Hyderabad – Teacher Training Programmes – Certain Instructions for conduct of Trainings at mandal and sub-divisional level - Reg.

Ref: 01) State Observers Reports and Messages and discussion with the DPO staff

All the District Educational Officers, Project Officers of RVM (SSA) and DIET Principals in the State are informed that following are the certain instructions regarding the trainings being conducted at present.

- ❖ **As per the observers reports and discussions with DPOs it is decided to run Upper Primary Trainings for six days only instead of 10-days as proposed earlier. Therefore all the Project Officers of RVM (SSA) are requested to take immediate action and give messages to the concerned Course Directors. The Upper Primary observers are also visit to districts upto 6-days only.**
- ❖ **There is no D.A to the Teachers participating in the training both primary and upper primary at mandal / Divisional level for both Telugu and Urdu Medium Teacher Trainings. There are some confusion in the districts saying that D.A is being given in some districts which is not correct. The P.Os must clarify this to all the teachers and display training norms in the centres.**
- ❖ Vide Proceeding Rc. No. 182/RVM/B2/2009, dt: 21.05.2010 orders were issued to follow the district level financial norms to divisional level Urdu Teacher Training Programmes is now rectify and it is decided that actual daily T.A and lunch charges shall be

provided. No D.A to the teachers for attending the training at mandal / division level.

- ❖ **T.A / D.A is only Resource Persons trainings (District level).**
- ❖ There is no clarity for majority P.Os and AMOs on where the Upper Primary Training Modules were delivered by the printer and kept for distribution to the teachers / training centres. As per the observers reports in majority centres the modules were not available with participants. In some places the observers located these modules and coordinated with DPO to reach these modules to the hands of the teachers. Lack of advanced plan and thought, no proper understanding, weakened the training especially Upper Primary.
- ❖ As per the observers report in some places the Course Directors are absent when observers visited the centres. Therefore the P.Os are requested to take these issues seriously and take necessary disciplinary action on such cases.
- ❖ There shall not be new joining of teachers for training in middle.
- ❖ More focus may be on Snehabala Cards, it came to the notice that initially the session was taken without Snehabala Cards in some centres, however now it is requested to once again discuss the cards in the training.
- ❖ Instructions have already been given to cancel the centres with strength of participants less than 25 and suggested to merge centres with less than 25 participants or to send the participants to nearby centres.
- ❖ Now it is observed that in some of the districts though the strength is around 50 the training is being conducted in three groups which is not correct. If the strength is around 50, one batch need to be conducted in one room. In such cases the first three days will be taken by the first batch of R.Ps (3) followed by next batch like that. In view of less participants and more R.Ps it is decided that after completion of first three days i.e., Snehabala

Session three R.Ps must be relieved with instructions to report their mandal and attend the training as participants.

- ❖ R.Ps must be relieved immediately after completion of their three day session and T.A, D.A and Honorarium may be paid for those days only. Since this involves huge expenditure and again we have to conduct training programme for the uncovered teachers for which funds are necessary.
- ❖ Honorarium may be paid for the days of transaction i.e., only 3-days.
- ❖ Only one batch in one room may be conducted if the participants around 50.
- ❖ Attendance must be marked immediately after 5 minutes commencing the morning session. Absenteeism must be marked (X) immediately in case the participant is absent.
- ❖ Instructions have already been given that the training must be conducted in effective manner. If the trained R.Ps are not available training must be cancelled, instead of coming with untrained R.Ps. In no case RMSA R.Ps shall be accepted who are not undergone R.P training for SSA training / modules.
- ❖ Any lapses i.e., not providing notebooks, pens, stationary item, not marking attendance, marking attendance, marking attendance for teachers who boycott the sessions or absent to the sessions much variance in daily attendance etc., the Course Director shall become responsible and action will be initiated against him.
- ❖ The P.Os must visit centres on daily basis and based on their experience they can take necessary action to improve the programmes in terms of absenteeism, providing modules.
- ❖ If any failure in providing effective training is only due to administrative lapses of DPOs, i.e., ill-planning, not providing adequate focus, not providing advances to the Course Director in-time, no proper review with observers and no review with

Course Directors through Set conference, and no action on the concerned Course Directors on the observed lapses etc.

- ❖ Association Leaders also teachers who suppose to sit in training and focus on academics and in no case they takeout the teachers from training, disrupt the trainings and waste the training timings of other teachers. Such cases must be viewed very seriously and names of such leaders shall be communicated to the SPO and the same may be taken to the notice of District Collector and Chairman of SSA.

The Project Officers of RVM (SSA) are requested to allot the vehicles of Sectoral Officers of DPO to the observers and tag sectoral officers to the observers instead of taking vehicles on hire.

It came to the notice that certain associations boycotting the sessions for want of D.A or change of timings etc. In such cases the boycott may be treated as absenteeism and marked in the register and such teachers shall not be allowed to the training from next day onwards. If all the participants boycott the training the centre may be cancelled immediately and action may be proposed.

Sd/- Dr. Mohd. Ali Rafath,
State Project Director

To
All the District Educational Officers in the State.
All the Project Officers of RVM (SSA) in the State.
All the DIET Principals in the State.