

**DIRECTORATE OF EDUCATION
MID DAY MEAL CELL, ROOM NO.215-216
OLD SECTT: DELHI-54**

No. DE-23/493MDM/2010-11/ 894-899 Dated:- 28/11/2010

To,

All HOS (Through MIS)
Govt. /Aided Schools
Directorate of Education
Delhi

Sub: - Instructions regarding timely payment of monthly Mid Day Meal bills of Mid Day Meal supplier in the schools and revised format of cooked Mid Day Meal Cards.

Sir,

As per online record available, it has been observed that only below 25% of the Mid Day Meal budget has been utilized in most of the schools till date while six months have passed in the current year 2010-11 . It is a very serious issue.

In view of the above all HOS of Govt. and Govt. Aided schools are hereby directed

1. To make the payment of monthly bills of Mid Day Meal supplier of the school by 15th of day the subsequent month.
2. To make the payment of all the pending bills of Mid Day Meal in the school latest by 15th Nov. 2010
3. To keep the separate class wise and section wise record of Mid Day Meal supplied in the schools.
4. To keep the monthly record of cooked Mid Day meal supply in the school in the enclosed revised format of monthly cooked Mid Day Meal card from the date of option given by the parents of the student in the school.

Non compliance of this order will be viewed seriously.


Encls - As Above


(Dr. R.C. MEENA)
Addl. D.E. (MDM)

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Copy forwarded for information and necessary action to:-

1. All RDs Through (MIS)
2. All DDEs/ EOs/ DEOs with the direction to ensure compliance of above instruction by HOSs of every school under their jurisdiction.
3. PS to Principal Secretary (Education). *(Through MIS)*
4. PS to Director of Education, Old Sectt. Delhi.
5. PS to Addl. DE (MDM), Directorate of Education, Old Sectt. Delhi.
6. OS (IT) with the request to upload this circular on the website of Directorate of Education before and after Login including pop-up and also in MDM folder.
7. Guard file.


(Dr. R.C. MEENA)
Addl. D.E. (MDM).

COOKED MID DAY MEAL CARD

Month _____ 2010 Category - **Primary / Upper Primary** (Please tick which is applicable)

Name of School _____

School ID _____ Zone No. _____ Distt. _____

Name of service Provider/NGO _____

Date of the Month	No. of Children			No of Meal Consumed	Name of items recd. according to Menu of the Day.		Sign. Of MDM I/c
	Enrolled	Opted MDM	Present who Opted MDM		Wheat Based	Rice Based	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
Total							

Note: -

- MDM card should be submitted in Mid Day Meal cell at H.Q latest by 5th day of the next month.
- Separate card are to be filled for Primary and Upper Primary Classes.
- No item/meal other than prescribed menu should be accepted by HOS.
- The units of Meals received should not be more than the number of children who have opted for MDM and present in the school on that day.

Certified that

- The cooked Meal received on days mention above was fit for Human consumption and tasted by the members of MDM committee at school level before distribution.
- The Meal have been served to the students in the school who opted for MDM and were present on that day.

Signature
Mid- Day-Meal Incharge

Signature
Head of the School
With stamp