



Mo School
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RASHMI RANJAN SAHOO, OAS
Deputy Secretary and OSD,
Mo School Abhiyan Parichalana Sangathan
No. 257/MSA/18

Date: 03/12/18

To,

Additional Secretary to Govt.,
School & Mass Education Deptt.
Director,
ST/SC Development Deptt.
Financial Advisor,
School & Mass Education Deptt.
Collector & District Magistrate,
Khordha
Collector & District Magistrate,
Ganjam
Collector & District Magistrate,
Dhenkanal
Chief Operating Officer, Mo School

Subject: Meeting proceedings of the 2nd Governing Council of 'Mo School Abhiyan Parichalana Sangathan' held on 20th November, 2018.

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to circulate the meeting proceedings of the 2nd Governing Council of 'Mo School Abhiyan Parichalana Sangathan', held on 20th November, 2018 at 11.00 A.M. in OPEPA.

This is for your kind information and necessary action.

Yours faithfully,

[Signature]
03/12/18

Deputy Secretary and OSD,
Mo School Abhiyan Parichalana Sangathan

Memo No. 258/MSA/18 /Date: 03/12/18

Copy submitted to P.S. to Principal Secretary to Govt., S & ME Department and Vice Chairperson, Mo School Abhiyan Parichalana Sangathan for kind information of Principal Secretary.

[Signature]
03/12/18

Deputy Secretary and OSD,
Mo School Abhiyan Parichalana Sangathan

Memo No. 259/MSA/18 /Date: 03/12/18

Copy submitted to Chairperson, Mo School Abhiyan Parichalana Sangathan for kind information and necessary action.

[Signature]
03/12/18

Deputy Secretary and OSD,
Mo School Abhiyan Parichalana Sangathan

Memo No. 260/MSA/18 /Date: 03/12/18

Copy submitted to SPD, OPEPA, & Member Secretary, Mo School Abhiyan Parichalana Sangathan.

[Signature]
03/12/18

Deputy Secretary and OSD,
Mo School Abhiyan Parichalana Sangathan

MO SCHOOL ABHIYAN PARICALANA SANGATHAN

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Toshali Bhawan, A-1, 6th floor, Satya Nagar, Bhubaneswar, Odisha 751007
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Mo School Abhiyan

2nd Governing Council Meeting of Mo
School Abhiyan Parichalana Sangathan

20 November 2018

Meeting Proceedings

The second meeting of the Governing Council (GC) of 'Mo School Abhiyan Parichalana Sangathan' (MSAPS) was held under the Chairpersonship of Dr. Susmita Mohanty, Chairperson, Mo School Abhiyan Parichalana Sangathan on 20.11.2018 at 11.00 A.M. in the Mahanadi Conference Hall, OPEPA. The members present in the meeting is at **Annexure-I**.

Shri Bhupendra Singh Poonia, IAS, State Project Director, OPEPA & Member Secretary, 'Mo School Abhiyan Parichalana Sangathan' welcomed all the members and briefed about the purpose of the meeting.

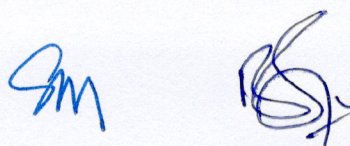
The Governing Council discussed on various policy and programmes areas of Mo School Abhiyan which were presented through the agenda notes circulated and a item wise power point presentation was made by Shri Rashmi Ranjan Sahoo, OAS, Officer on Special Duty (OSD) and Mr Amarjit Jena, Chief Operating Officer (COO). Following are the discussions and decisions

Agenda1: Opening Address by Chairperson

Dr. Susmita Mohanty, Chairperson, Mo School Abhiyan Parichalana Sangathan while introducing Dr Kajri Mishra and Dr Shilpa Das to the Governing Council (GC) gave a broad outline of the initiatives undertaken by MSAPS. She also appreciated the mobilisation programmes undertaken by MSAPS during June - October 2018, especially in bringing the alumni and community closer to schools as well as generating contribution for the programme in kind, service and cash. She apprised the Council that within a short span of 5 months after its formal registration, MSAPS has been successful in connecting alumni to nearly 20000 schools across the State and has sanctioned Rs. 28.80 Crores of matching grant to 4735 schools in 30 districts. She informed the GC members that a team under her leadership, comprising of designers had paid a visit to the schools in Ganjam district during the month of October 2018 to observe the physical infrastructure, particularly the existing models of benches and desks. The team has already given a detailed observation and recommendation report to the District Collector, Ganjam on the ergonomics of furniture required for different age groups of children.

While speaking on the agenda of wholesome development of Children in Odisha Government schools of Odisha as top most priority under Mo School Abhiyan, she informed the house on her discussion with Foundations like Raspberry Pi Foundation, Art1st Foundation, Tata Trust and UNICEF on improving the quality of learning in schools. She informed the GC on the current years' plan on holding architectural competition on the ergonomics of benches and desks for school children, school toilet designs and its implementation in selected schools. She also spoke on organizing mobile children's festivals with components like children's film, children literature and storytelling sessions.

She also informed the members on the progress made in developing the new web portal. The new web portal which will have provisions for a Payment Gateway, is ready for going live and will be made available within a week's time after



integration of the Payment Gateway. Provision will be made to later add a dashboard indicating progress on projects.

She also deliberated on a comprehensive plan for infrastructure improvement of Toshali Bhawan, where the office of MSAPS is located with provision for retrofitting, repair and renovation of both interiors and exteriors. She also advised the MSAPS officials to find a mechanism for minimising the time and process in procurement of goods and services.

Agenda 2: Action taken report on 1st GC decisions

The Governing Council discussed on the action taken report presented by OSD, MSAPS on the decisions taken in the 1st meeting of the GC held on 4th July 2018.

- **Submission and approval of Budget for MSAPS:** The proposal for an additional amount of Rs. 25 crores as matching grant and an amount of Rs. 997.5 Lakhs for programmes and operation which was submitted to S & ME department for making budgetary allocation has been approved in the supplementary budget of 2018-19. The GC allowed the office of the MSAPS to plan and implement programmes as per the provisions made by S & ME department.
- **Circulation of implementation guidelines:** The Governing Council appreciated the issuance of the implementation guidelines prescribing the implementation modalities, exhaustive list of activities for project formulation, a negative list of activities to be discouraged for Mo School Projects, and a standard project formats for project submission and monitoring.
- **Mo School organigram, job descriptions and appointments:** The GC took note on the action taken by MSAPS on submission of the proposed organigram of MSAPS to S & ME department for its approval, setting up of a Project Monitoring Unit (PMU) and hiring of support staffs through outsourced agencies. While appreciating the action on the approval for setting up of PMU, post creation for OTAS officer and hiring of Computer Programmer through outsourced agency, it raised concern on the pending proposal with Government on post creation and budget approval for the position of Chief Communication Officer which is under consideration of S & ME department. The GC also gave concurrence to the approval of Executive Council in hiring of one Computer Programmer, two Technical/ Office Assistants, one Data Entry Operator, two peons and three security guards through approved outsourced agencies on consolidated remuneration basis in line with the Finance Department circular no 28090/F dt. 22. 09. 2017.
- **Appointment of In-Charge CEO:** The GC was informed on the S & ME Department's consent to the proposal of GC recommending Member Secretary as the in-charge CEO.
- **Amendment of Bye-laws as per Income Tax department guidelines:** The Mo School team has submitted the bye law with IG Registrations, Cuttack for necessary amendments, as per the requirement of Income Tax Department for consideration of Tax exemption as requested by MSAPS.



- **Regularization of outsourced agencies and services:** The GC approved the engagement of the outsourced agencies like Anil Security Agency (for Peon, Data Entry Operator, computer programmer and Office Assistants), Executive Security (for Security Guards), Jayadev Travels (vehicles) and Kendriya Bhandar (for Stationeries and office supplies) who are already engaged by OPEPA and recommended for their continuation till the office of Mo School Abhiyan undertakes its own empanelment of outsourced agencies.
- **Financial procedure for MSAPS:** The GC allowed office of MSAPS to follow OGFR Rules as directed by Government until the MSAPS's own financial procedures gets accordance of Finance Department.
- **Opening of Matching Grant account:** The GC was informed on the opening of a third joint account in UCO Bank, Bidyut Marg, Bhubaneswar for receiving matching grant after sanction, drawl and disbursement by S & ME Department and Director, Secondary Education, respectively.
- **Opening of District Mo School Abhiyan and School level Mo School Abhiyan joint Accounts:** The GC was also intimated on the opening of joint accounts in schools i.e, those which are receiving donor contribution operated by the Headmaster and a representative of the Alumni Association/BEO/CRCC/ Senior Teacher/ President of SMC/SMDC. Matching grant from MSAPS is being released directly to these school accounts after receipt of project proposals from the District Level Committees (DLCs) and due approval of the executive council.
- **Formulation of projects in districts:** The MSAPS officials informed the GC on receipt of project proposals from all the 30 districts for releasing of matching grant under Mo School Abhiyan and approval of 8599 no of projects in 4735 schools by the Executive Council during the period June- Nov 2018. This fact was well appreciated by the Governing Council.

Agenda 3: Report on mobilization activities and approval of School level projects by EC on the basis of the projects received from District Collectors/ DLCs

The OSD, Mo School presented the report on the approval accorded on the submissions of project proposals made by the District Level Committees during the period June- Nov 2018, which was appreciated by the members present. The details of project submissions by District Level Committees are given below.

Table 1. District wise figures on mobilisation, projects and sanction of matching grant.

District	Mobilisation meetings conducted by Schools	Total Schools under Mo School	School project received	Total cash Contribution received from Donors	Matching Grant from State Govt	Total Project Cost
Angul	848	170	440	5132986.5	10265973	15398959.5
Balasore	570	211	385	10942150	21884300	32826450
Bargarh	473	317	1032	12252421	24504842	36757263

Bhadrak	575	80	140	5268516	10537032	15805548
Bolangir	232	55	155	1008478	2016956	3025434
Boudh	87	7	24	713151	1426302	2139453
Cuttack	1172	87	138	4762169	9524338	14286507
Deogarh	67	2	3	28500	57000	85500
Dhenkanal	975	173	414	7915685	15831370	23747055
Gajapati	937	110	220	1039586	2079172	3118758
Ganjam	2129	773	944	13090773	26181546	39272319
Jagatsingpur	378	118	253	4314836	8629672	12944508
Jajpur	2021	22	58	2019742	4039484	6059226
Jharsuguda	305	46	156	1173692	2347384	3521076
Kalahandi	238	23	54	1538512	3077024	4615536
Kandhamal	473	16	53	717754	1435508	2153262
Kendrapada	544	116	261	4961492	9922984	14884476
Keonjhar	365	49	102	3381740	6763481	10145221
Khurda	1375	264	806	12616254.5	23432509	35448763.5
Koraput	265	279	203	5073790	10147580	15221370
Malakanagiri	412	195	273	905100	1810200	2715300
Mayurbhanj	937	259	397	1467132	2934264	4401396
Nabrangpur	1937	176	194	13144300	26288600	39432900
Nayagarh	217	111	294	5232957	10465914	15698871
Nuapada	241	144	423	7130541	14261082	21391623
Puri	896	482	579	5093837	10187674	15281511
Rayagada	167	42	51	1439183	2878366	4317549
Sambalpur	186	242	305	6600106	13200212	19800318
Sonepur	71	64	64	337636	675272	1012908
Sundargarh	1256	102	178	5643400	11286800	16930200
Coverage in Numeric	20349	4735	8599	144046420	288092840	432139360

The OSD, MSAPS also informed the GC on the nomination of the District Education Officers as the nodal officers at the district level to monitor the implementation and progress of the projects and introduction of a Project MIS with a monthly progress report (MPR) submission to the office of the Mo School Abhiyan on the progress of the projects.

Agenda 4: Mo School Abhiyan Programme components and Plan for November 2018 - March 2019

The Chief Operating Officer, MSAPS informed the GC on the budgetary allocation of Rs. 997.5 lakhs made by S & ME Department in the supplementary budget 2018 - 19, to run the society and its programmes. The Finance Advisor S & ME Department emphasized that MSAPS should submit a requisition to S & ME Department for

sanction and release of Rs. 997.5 lakhs to the account of MSAPS. OSD, MSAPS assured that the said requisition will be sent within 3 days. The Governing Council discussed on the programmes those that can be undertaken during the period November 2018 - March 2019 and approved the following activities for immediate implementation by the office of MSAPS.

- a) Architectural competition and State Level pilot demonstration in selected schools.
- b) Felicitation Programme & Mobile Children's Festival Year#1 Pilot(State Level Pilot on different programmes promoting the idea of developing wholesome individuals).
The Chairperson suggested organizing this programme on a caravan mode to reach out to the maximum number of schools across the state. A programme in a venue may include a felicitation programme for alumni/ alumni associations/community members, literature and film festivals and Storytelling sessions for students. The Chairperson suggested to hire curators for these three themes (literature, Storytelling and children's film) and to form an expert committee in developing the programme framework, operation modalities and implementation of the programme.
- c) Development of a document capturing 100 achievers and role models from Government schools in Odisha.
- d) Publication of IEC materials.
- e) Major Events: Felicitation, Celebrating Mo School Milestones

The members discussed on the proposed events on felicitation and celebration of Mo School Milestones at the state and district levels. It was decided to organize the district level events during Jan-Feb 2019 and State level event before the end of Feb 2019. The Council also discussed on the possibilities of integrating mobile Children's festivals with these events at district level. The Governing Council while approving the integration of mobile Children's festivals with district level events advised the Mo School Team to work out the programme details through a brainstorm session consisting of relevant experts.

The Chairperson while participating in the discussion suggested organizing a series of "Mo School Speaker Talk shows" through Video Conference mode to connect established Alumni in Odisha and aboard to Odisha schools. It was also decided to identify 50-60 High Schools with good internet facility in different districts for installation of screen/monitor facilities and initiation of a Speaker Series talk show for high school students by December 2018.

The Governing Council also discussed on the proposals of hiring the services of agencies through a bidding process for implementing following activities/ task on behalf of MSAPS and advised the office of MSAPS to immediately undertake processes to complete the following activities.

1. Hiring of an agency to set up a PMU
2. Hiring of agencies to undertake documentation of campaigns and best practices/Innovative ways of incorporation of Mo School Activities in Schools
3. Hiring of Third Party agencies/ reimbursement to designated department:
 - a. Management and maintenance of Social Media (Twitter, Facebook, Instagram).
 - b. Development and maintenance of Web portal and Payment Gateway.
 - c. Managing the 360* Campaign (AVs, Outdoor campaigns, house to House/ School to School, Email/ Phone).
4. Hiring of Chartered Accountant firm for audit of accounts of MSAPS.
5. Hiring of Consultants to support the Film festivals, Storytelling sessions and Literary Festivals and felicitation programmes.
6. Hiring an agency to develop a document capturing 100 achievers and role models from Government schools in Odisha.

Participating in the discussion on hiring of a Chartered Accountant (CA) firm as the Auditor for the Society, the Member Secretary apprised the house that the office of Accountant Governing (AG) have empanelled CA firms which MSAPS may consider to engage.

The Governing Council also discussed involvement of IIMC, Dhenkanal and other Government Universities/Deemed Universities/Government Institutes in documentation and project monitoring of school based projects. Dr Kajri Mishra while participating in the discussion advised Mo School team to develop a framework for collaboration with academic institutions for this purpose. The GC instructed the Chief Operating Officer to work with Dr Mishra to draw up a framework for collaboration with academic Institutions in documentation, developing case studies/practice papers, project monitoring & evaluation. Mo School team will develop a plan and get it endorsed by the Executive Council for collaborative partnerships with reputed academic institutions for programme documentation and monitoring.

The Governing Council was also informed on the following activities which have been already taken up by MSAPS at district/ school level after getting approval of the Executive Council:

1. Setting up of District Mo School Cells and its expenses.
2. Organisation of Felicitation & District events with Contributors.
3. Celebrating Milestones-District level major events.
4. IEC material development and activities at District/ State level.

The GC discussed on the draft programmes and budget presented by the Mo school team and approved the change in time line for implementation of all activities during Nov 2018- March 2019 by the office of MSAPS.

(Action: Member Secretary/Mo School team: immediate implementation of approved activities and GC decisions on hiring services of third party agencies)

Agenda 5: Pending action at different level- PMU and staff hiring

A. Creation of designations in MSAPS:

- a) It was informed to the Governing Council that Government approval has been obtained for taking the services of Government officials in MSAPS on deputation/placement or hiring basis. S & ME department has approved to place the services of one OES officer, one OTAS officer and allowed to hire one retired Section Officer to the office of MSAPS apart from setting up of a PMU. In this regard, Mr Prasant Kumar Rath, an OES officer from DIET Cadre has joined the office of MSAPS in the month of October 2018.
- b) The Governing Council decided to create the following designation for the posts (which are already approved by Government but not assigned any designation titles) and also approved the job description of each post as follows.
 - i. OES officer on deputation/ placement will be designated as Programme Officer (Projects) to support Chief Operating Officer and co-ordinate with the PMU in project management and monitoring
 - ii. OTAS officer on deputation/placement will be designated as Finance Officer to support OSD, Mo School in Finance management of MSAPS and to have total financial overview of the Society including audit and inspection and its compliance.
 - iii. Retired Section officer on hire basis will be designated as Office Manager to support Finance Officer & OSD, Mo School in office administration, finance and account keeping.
- c) The GC was also intimated on the approval of the Government to set up a PMU for MSAPS and allowed to hire services of seven number of professionals through third party. Taking into consideration the approved position in the PMUs, the Governing Council agreed to create the following posts and approved the job description against each posts as follows
 - i. Three Professionals on hire basis through third party- PMU to look into district projects, to be designated as Zonal Project Monitoring Officers.
 - ii. One Professional on hire basis through third party- PMU to look into documentation of projects/ programmes, to be designated as Documentation Officer.
 - iii. One Professional on hire basis through third party-PMU to look into data management, web hosting and IT, to be designated as IT Manager.

- iv. Two Professionals on hire basis through third party- PMU to look into donor services and communication, to be designated as Donor Relationship Manager.

B. Approval on Mo School Organigram + Human Resources

The OSD, MSAPS informed the GC on the approval of budgetary provisioning for the staffs of MSAPS including the post of CEO. On the appointment of Chief Executive Officer, it was agreed upon to get the post advertised as Government has agreed to the proposal of MSAPS on the selection procedure, formation of selection committee, service condition, recruitment procedure and remuneration to be paid.

Based on the HR structure and organigram which was approved by Governing Council in its 1st meeting and the budgetary provision made for MSAPS by S & ME department, the Governing Council approved the proposal of the following fund allotment to different positions/ structure.

a) PMU 100 lakhs per year

The Governing Council agreed to the budget allocated @Rs 100 lakhs for PMU by S & ME department for every year. This includes the cost to MSAPS for all seven positions proposed- 3 Zonal Project Monitoring Officers, One Database (MIS) Manager, two Donor Relationship Manager, One Documentation Officer and their remuneration as well as the operational cost of the outsourced agency.

b) Expenses of Office bearers and staffs of Society (like CEO, COO, CEoO, CPO, OSD) including Honorarium- 82 lakhs

The Governing Council allowed the office of MSAPS to bear the cost of travel and other related expenses of Chairperson, Vice Chairperson, Member Secretary, Officer on Special Duty as part of this provision.

The GC entrusted Member Secretary & OSD, Mo School to implement the payment of remuneration to Chief Executive Officer, Chief Operating Officer, Chief Education Officer and Chief Peoples Officer as per the rate to be prescribed by the Government.

c) Expenses related to third party hiring(support staffs and Security) – 8 lakhs

In view of the non-deployment of services of sanctioned secretarial posts to the office of MSAPS by Home Department, the GC gave its concurrence to the hiring of personnel in the following positions through outsourced agencies. The remuneration of these personnel is agreed to be paid out of the budgetary provisions sanctioned by Government

Finance Asst/ Retired Section Officer- 1 (under Process)

Computer Programmer- 1

Office / Technical Assistants-2

Data Entry Operator-1
Security Guards- 03
Peon-02

Besides the above mentioned positions, the Governing Council approved the proposal of hiring one Technical Assistant for a period of six months initially to support data management activities through an outsourced agency on a consolidated remuneration rate @Rs. 16880/- per month in the office of MSAPS, as prescribed by finance Department

The Governing Council allowed the expenses related to hiring of the above personnel through third party agency to be part of the proposed budget for 2019-20 budget of MSAPS.

C. Mo School Project Monitoring Unit (PMU)

Mo School team informed the Governing Council on the concurrence of Government in establishing a PMU through a third party agency in MSAPS to support the day to day operation of the programme. All positions proposed under the approved organigram (apart from the positions- CEO, COO, CEoO, CPO) are placed under PMU of Mo School Parichalana Sangathan. The Job description for each position and tentative budgetary provision for the PMU as a whole has been proposed for approval. It was unanimously decided by all members present in the Governing Council to float open advertisement on priority basis for the establishment of PMU and complete the process at an early date.

D. Office Set-up challenges

The Chairperson while participating in the discussion emphasised on an urgent need for repair and renovation of the remaining part of the allotted space to MSAPS. She advised office of MSAPS to take necessary steps with R & B division for required retrofitting, interior and exterior repair, renovation and refurbishing at an early date.

OSD, MSAPS informed the GC on the setting up of the ICT facilities in the office of with OPEPA's internal procurement system support. To equip the office of MSAPS with basic ICT equipment, it was decided by the Governing Council to allow office of MSAPS to purchase equipments and other items following the finance Department procurement guideline.

(Action: Mo School team: initiate necessary notification/ office order on creation of designations/readjustments, finalise job description for approved posts, hire human resources as per the GC recommendations, hire agency to set up PMU, Procurement of ICT equipments for office, coordinate with R & B division on repair and renovation and completion of office setup)

Agenda 6: Delegation of roles (HR, Financial, Programmatic) to expedite decision making and expand Mo School's operational bandwidth

To set up its own financial and administrative procedure, the GC approved the proposal on delegation of roles & authority as described below

Table 2. Delegation of Roles & Authority (Programmes)

SI No	Activity	Tasks / Scope	Process Initiation level	Approval level / Signing Authority	Reporting/ concurrence level
1	Programme & Policy level	Activity / Policy Approval	OSD, CXX-level Officer	Member Secretary	EC
2	Programme Fund Disbursement	Activity / Disbursement Approval	OSD, Finance Officer	CEO	Member Secretary
3	Foundation / CSR Communication	Correspondence with Indian and International Foundations / CSR departments of companies, non-profits, etc.	CEdO / OSD	CEO	Member Secretary
4	Financial Communication	Correspondence with District/ Organisation	CXX-level Officer / Programme Officer	OSD/CEO	Member Secretary
5	Programme Communication	Correspondence with District/ Organization	CXX-level Officer / Programme Officer / Project Officers	COO	CEO
6	Communication : Outreach, Public Relations, Press, etc.	Press, Public, Social, Media, Website, Print, Billboards, Newsletters, etc.	CCO / OSD	CEO / Member Secretary	EC/ Chairperson
7	Individual Donor Communication	Correspondence with Individual Donor / Alumni / Alumni Associations	Programme Officer/ Project Officers	COO / CEO(cases> 5 lac)	Member Secretary(for more than 5 lakhs)
8	Corporate / Foundation Donor Communication	Indian and International Foundations / CSR departments of companies, non-profits, etc.	CEdO / OSD	CEO	Member Secretary / Chairperson

Table 3. Delegation of Roles and Authority (Finance and Admin)					
Sl No	Activity	Finance & Admin Limit	Process Initiation level	Approval /Signing level	Reporting/ concurrence level
1	Procurement of Materials	Items under Rs 15,000	Office Manager	OSD	CEO
		Items under Rs. 100,000	OSD through a 3-member Committee comprising of Programme Officer, Finance Officer, CXX-level Officer / as per the Finance dept guidelines	CEO	Member Secretary
		Items more than Rs 1,00,000 and less than Rs. 5,00,000	OSD through a Limited Tender from a minimum of 3 vendors	CEO	Member Secretary
		Above Rs. 5 lakhs	OSD through an open tender as prescribed by Finance Dept	CEO	Member Secretary
2	Procurement of Services	Under Rs. 15,000	Programme Officer / Office Manager through CXX-level Officers	OSD	CEO
		Under Rs. 100,000	Office Manager through a 3-member Committee comprising of Programme Officer, Finance Officer, CXX-level Officer	CEO	Member Secretary
		More than Rs. 100,000 and less than Rs. 5,00,000	OSD through limited tender/ Expression of Interest (EOI) from a minimum of 3 vendors / companies / organisations / consultants	CEO	Member Secretary
		Above Rs. 5 lakhs	OSD through an open tender as prescribed by Finance Dept	CEO	Member Secretary

The GC also agreed to the proposal of continuation of the process of taking the support of OPEPA until the retired Section Officer and the OTAS officer joins in MSAPS.

(Action: Mo School team: initiate necessary notification based on the agreed role and authority for each position as approved by GC)

Agenda 7: Post Facto approval

The following activities have been undertaken by the office of the MSAPS during the Q2 period. Taking into consideration, the nature and requirement of the activities and expenditures relating to this, the Governing Council unanimously decided to accord post-facto approval for the following expenditures and items

- Payment to OTDC on Chairperson's travel and the travel of delegates to Bhubaneswar for the brainstorm session held in the month of March 2018.
- New comprehensive Web Portal with Payment Gateway; HDFC Bank will act as the service provider for the Payment Gateway, studio Eksaat will

upload the website on the designated server and facilitate quarterly website updates and quarterly new letters.

- c) Development of IEC materials for Campaigns and Programmes- Reimbursement of expenses to I& PR department/empanelled agencies/selected agencies for development of IEC materials like AVs, outdoor creative and posters for use at the state and district level.

(Action: Mo School team: Regularization of expenses as per the decision, initiation of contract with HDFC Bank for Payment Gateway, Expenses reimbursement to the I& PR department/empanelled agencies/selected agencies).

Agenda 8: Any other items with the permission of the Chair.

1. Project Development Guidelines to schools:

Collector, Ganjam while elaborating the experience of Ganjam in mobilizing the Alumni for the Mo School Abhiyan requested to give space to schools to select projects of their own. The Member Secretary informed the members of GC on the flexibility prescribed in the guidelines of MSAPS in selection of projects by schools and clarified that the DLC has got a deciding role in finalising and designing projects, as per the school's requirement. Collector, Khordha suggested that schools should prioritise their specific requirement and make a school development plan. Donors/Contributors may be requested to contribute to these priority areas of the school. The Governing Council asked the Mo School team to facilitate and advise DLCs to focus and encourage innovative projects and support schools in designing the project proposals based on the school development plan.


Accessibility audit of schools:

Dr Shilpa Das advised the MSAPS to develop accessibility audit and facilitate infrastructural project development based on the audit reports. Collector, Khordha informed that all schools in Khordha district have done accessibility audit as part of the school survey conducted by S & ME department. It was decided to advise the schools to share these reports with contributors when deciding on the infrastructural development of schools.

The Chairperson gave her concluding remarks and requested the Member Secretary to convene the next meeting of the Governing Council in Q3, preferably in the 1st or 2nd week of January 2019.

The meeting ended with a vote of thanks to Chair.


SPD, OPEPA
& Member Secretary, GC


Chairperson
Mo School Abhiyan
Parichalana Sangathan

Annexure - I

LIST OF MEMBERS PRESENT

1. Dr. Susmita Mohanty, Chairperson,
Mo School Abhiyan Parichalana Sangathan
2. Shri Bhupendra Singh Poonia, IAS,
State Project Director, OPEPA & Member Secretary,
Mo School Abhiyan Parichalana Sangathan
3. Shri Dhananjaya Swain, OAS(SAG)
Additional Secretary to Govt.,
School & Mass Education Deptt.
4. Shri Ramesh Behera, OWS,
Deputy Secretary,
ST/SC Development Deptt.
5. Shri Dillip Satpathy, OFS
Financial Advisor-cum-Additional Secretary
School & Mass Education Deptt.
6. Shri Nirmal Chandra Mishra, IAS
Collector & District Magistrate,
Khordha
7. Shri VijayaAmruta Kulanga, IAS
Collector & District Magistrate,
Ganjam
8. Shri Rashmi Ranjan Sahoo, OAS
Dy. Secretary & OSD, Mo School
9. Shri Amarjit Jena
Chief Operating Officer, Mo School

Special Invitees:

1. Dr. Shilpa Das
Head, PHD Programme and Head Inter-disciplinary Design Studio
National Institute Of Design (NID), Ahmedabad.
2. Dr. Kajri Mishra
Professor, Xavier School Of Rural Management,
Xavier University, Bhubaneswar.

Annexure - 2**List of Abbreviations**

AG – Accountant General
CA – Chartered Accountant
COO – Chief Operating Officer
DLC – District Level Committee
GC – Governing Council
I & PR- Information and Public Relation
MPR – Monthly Progress Report
MSAPS – Mo School Abhiyan Parichalana Sangathan
OSD – Officer on Special Duty
PMU – Project Monitoring Unit
S & ME – School and Mass Education