

CIRCULAR

Sub: IEDSS 2012-13 - One-day orientation programme to High School Head Masters and 1 general teacher from each High School - Reg.

Ref: i) IEDSS Proposal for 2012-13  
ii) Order no.IED/47017/12/DPI dated /8/2012

Under the scheme IEDSS, there is a provision for conducting orientation programme to High School Head Masters and teachers on Inclusive Education for the Disabled (IED) children in general schools. The orientation programme will be conducted at DEO level as per the module prepared for the purpose in the core SRG. The fund for conducting the programme will be allotted to DDEs as per ref (ii) who will re-allot the same to DEOs concerned. The expenditure for the programme is calculated as follows:

| S.No. | Item   | Amount (Rs.)   |
|-------|--|--|
| 1     | T.A. to participants   |  |
|       | a) To Govt. and Aided School HM and Teacher  | T.A. limited to 1 D.A. (Max.250/-) including Mess allowance  |
|       | b) To HM and teacher from Unaided recognized schools   | Mess Allowance of Rs.70/- only   |
| 2     | Remuneration to RPs  | Max. no. of RPs - 3 per batch<br>Remuneration - Rs.200/- per batch per head  |
| 3     | TA to RPs  | TA limited to 1 DA (Max.of Rs.250/- per head per batch)  |
| 5     | Remuneration to Section Clerk handling IED   | Rs.100/- per batch - He should present whole time in the programme   |
| 6     | TA to Section Clerk handling IED   | TA limited to 1 DA per batch (Rs.200/- maximum)  |
| 8     | Documentation  | Rs.500/- per batch to DEO (includes Video, CD documentation, photo, printing documentation etc.)   |
| 9     | Miscellaneous/Stationery/Contingency expenses (Banner, photo copying, writing pad, pen, renting chairs if needed etc.) | Rs.30/- per participant  |
| 10    | Monitoring (TA and DA to Monitoring officers as per KSR)   | a) Rs.3000/- per DEO for Tvp, Kollam, Pathanamthitta and Alappuzha Districts<br>b) Rs.4000/- per DEO for Kottayam, Idukki, Ernakulam and Thrissur Districts<br>c) Rs.5500/- per DEO for Palakkad, Malappuram, Kozhikode, Kannur, Wayanad and Kasargode Districts |

NOTE

- Programme is to be scheduled from 9:30 AM to 5:00 PM.
- Registration records, Attendance of the participants and acquittance should be kept in the DEO office concerned.
- The allotment should be collected from DDE concerned urgently.

- iv) The programme should be documented in printing, video, photo and the same is to be submitted to DPI along with utilization certificate in Form KFC 44 and expenditure statement.
- v) All proforma, circulars and other documents should be photo copied and distributed to all participants as per requirement.
- vi) There is no need to distribute the copies of the IEDSS scheme to the participants. Only Govt. orders/directions/notifications/circulars or other important papers relating to IEDSS is to be distributed.
- vii) T.A. and D.A. for monitoring officers should be disbursed at the venue itself as per KSR. The monitoring officers include officers from DPI dealing with IED, DDE concerned, Principal-DIET concerned and DEO concerned.
- viii) Enough number of chairs and other amenities should be arranged for the participants.
- ix) *Banner should be fixed as – 'One-day Orientation Programme for High School Head Masters and General teachers on Inclusive Education for Disabled, conducted by IED Cell of DPI, General Education Department, Govt. of Kerala, Venue ..... , Date .....*
- x) DEO should inform the date and venue of the programme to IED cell of DPI, DDE of concerned district, DIET Principal concerned and Resource Persons timely and ensure their involvement.
- xi) Publicity of the programme should be given in newspapers and TV channels.
- xii) The utilization certificate in Form KFC 44 along with statement of expenditure along with documentation and CDs should reach this office on or before 20/10/2012 positively.

(By the order of the Director of Public Instruction)

R. RAJAN  
Deputy Director (IED)

To  
All Deputy Directors of Education.  
All DIET Principals.  
All District Educational Officers  
Office File