To
All the District Education Officers

Sub: SMS Based monitoring system of Mid-Day Meal Scheme.

Ref: This office Letter No: 1257 / SPMU / Dt. 22.10.2016

Madam/Sir,

After notification of national Food Security Act 2013 and Odisha Mid-Day Meal Rules-2016, Mid-Day Meal has become a legal right of every child going to school from Class 1 to 8. Failure to provide Mid-Day Meal attracts penal provisions and food security allowance. Keeping the necessity in view the Deptt. of S & ME has brought out standard guidelines and user manual for SMS based monitoring of Mid-Day Meal Scheme. The copies of the above two are enclosed for your guidance. For any kind of help feel free to contact

Mr. Sridhar Sahoo (Asst. Director, Mid-Day Meal) in his No: 9861145567 &
Mr. Priyadarsi Routray (Consultant-MIS, Mid-Day Meal) in his No: 8763413416

Yours faithfully,

State Nodal Officer (MDM) &
Ex-Officio Joint Secretary to Govt.

Memo No. 1994 / SPMU, Dt. 06-12-2016

Copy forwarded to all Collectors for kind information and necessary action.

Mem No. 1495 / SPMU, Dt. 06-12-2016

Copy forwarded to all the Block Education Officers for information and necessary action.
GOVERNMENT OF ODISHA
SCHOOL AND MASS EDUCATION DEPARTMENT
Letter No. 1496 /SMPU (MDM) Dt. 06-12-2016

Subject: Guidelines for monitoring the Mid-Day Meal program through SMS on real time basis

1. Background,
Mid-Day-Meal is the largest school feeding Program of the world. It is one of the flagship programmes of Government of India implemented through the States and Union Territories. In the state of Odisha around 46,71,231 children take Mid-Day Meal daily on school working days and 62,784 kitchens run to cook the food. Monitoring this gigantic scheme on a daily and real time basis is the key to its successful implementation. After National Food Security Act (NFSA)-2013 and Odisha Mid-Day Meal Rule-2016 came into force, monitoring this program daily to ensure uninterrupted Mid-Day Meal has become a necessity.

Thus Government after careful consideration thought of monitoring the Mid-Day Meal program through SMS on real time basis. State National Informatics Centre (NIC), Bhubaneswar has developed the SMS based Application to monitor the scheme. Name of the Application is “SMS based Monitoring System, Mid-Day-Meal, Odisha (SMS - MSM, ODISHA)”.

2. Objective
a. To monitor Mid-Day Meal consumption on a daily real time basis, IFA tablet consumption on a weekly basis and Cook-cum-Helper Absentees report on a monthly basis.

b. To prevent disruption of Mid-Day-Meal, IFA tablet consumption and release of honorarium of Cook-cum-Helpers.

c. To know the reason of Mid-Day-Meal interruption, IFA tablet disruption and Cook-cum-Helpers absence, if any and take immediate remedial steps by the monitors & supervisors.

d. To help the District level, Block level & Cluster level functionaries to monitor effectively.
e. To make data analysis to check false reporting, abnormal reporting, underreporting & wrong reporting.

3. Roles and Responsibility of Officers

A. Role of Headmaster
   a) To send the correct name of the school, UDISE number, his/her phone number through CRCC for registration in the SMS Application.
   b) To SMS daily, weekly and monthly the MDM, IFA Tablet and CCH absentee statement data
   c) To maintain and send correct data to avoid mismatch between MIS data & SMS data.

B. Role of Cluster Resource Centre Coordinator (CRCC)
   a) To educate the Headmaster on SMS based Monitoring System, Mid-Day-Meal.
   b) To collect the one time registration data from Headmaster/Headmistress and give to Block Education Officer.
   c) To co-ordinate between school & Block Project Management Unit, Mid-Day meal.
   d) To access the SMS based Monitoring System, Mid-Day-Meal Application form, daily and take preventive & remediate steps

C. Role of Block Education Officer
   a) To ensure registration of school name, UDISE number, phone number of Headmaster/Headmistress/In-charge Mid-Day Meal teacher.
   b) To ensure registration of CCH Name, Bank A/C, IFSC, first page of bank passbook, photo etc.
   c) To access the SMS based Monitoring System, Mid-Day-Meal Application and take preventive and corrective measures.

D. Role of District Education Officer (DPMU)
   a) To ensure all BEOs update the school name, UDISE number, phone number of Headmaster/Headmistress/In-charge Mid-Day Meal teacher under his/her jurisdiction through Data Entry Operator.
   b) To ensure all BEOs through his/her Data Entry Operator CCH information i.e. Adhaar number, Bank A/c number with IFSC Code and

c) To access the SMS data and act for UNINTERRUPTED Mid-Day Meal supply.

E. **Role of State Nodal Officer (SPMU)**
   a) To monitor the SMS data, make analysis & take follow up action.
   b) To ensure uploading of MDM data received through SMS from Headmasters/ Headmistress/ In-charge MDM teacher to national MDM portal manually till it is automated.
   c) To ensure generation of remuneration of CCHs basing on the absentee statement received through SMS from Headmasters/ Headmistress/ In-charge MDM teacher monthly report.
   d) Analysis of data, Report Generation and acting in that.

4. **Format for collection of data**

a) **Mid-Day Meal consumption on a daily basis**

   Headmaster/Headmistress or In-charge MDM Teacher can send MDM data through SMS from his/her Registered Mobile number in the following format:

   SMS to 15544

   Format - **MDM0DI M999Y888** if MDM served

   Format - **MDM0DI M999Ng** if MDM not served

   Where 999 - Total no. Students present in the School

   888 - Number of Students Served MDM

   9 - Reason Code for not served

   **Reasons Codes for MDM-Not Served**

   1- Funds not Available
   2- Food Grains not Available
   3- Fuel Not Available
   4- CCH Absent
   5- Dispute between Agencies
   6- Court Case
   7- Natural Calamity
   8- Non-service by agencies
   9- Others

   **NB:** Toll free number is numeric i.e. 15544.
1. SMS shall be MDMODI, space, then M, then number of student present, then Y, then number of student consumed MDM.
2. SMS shall be MDMODI, space, then M, then number of student present, then N, then the reason code number for MDM not served.
3. All alphabets M, Y, N and MDMODI may be capital letters or small letters or both.

b) IFA tablet consumption on a weekly basis
Headmaster/Headmistress or In-charge MDM Teacher can send MDM data through SMS from his/her Registered Mobile number in the following format:

**SMS to 15544**

Format - **MDMODI T999Y888** if IFA tablet consumed

Where
- 999 - Total number Students present in the School
- 888 - Number of Students consumed IFA tablet

NB: Toll free number is numeric i.e. 15544.

1. SMS shall be MDMODI, space, then T, then number of student present, then Y, then number of student consumed IFA tablet.
2. If there is no consumption of Tablet, then a user can type SMS such as MDMODI T999Y0 (Here Zero indicates no consumption of tablet in school).
3. All alphabets T, Y and MDMODI may be capital letters or small letters or both.

c) Cook-cum-Helper Absenteeism report on a monthly basis
Headmaster/Headmistress or In-charge MDM Teacher can send MDM data through SMS from his/her Registered Mobile number in the following format:

**SMS to 15544**

Format - **MDMODI C9A25**

Where
- 9 - CCH Code
- 25 - Number of days absent

If the CCH is present for the whole month,
The Format will be C9A0. Where 9 - CCH Code.

NB: Toll free number is numeric i.e. 15544.

1. SMS shall be C, then code number of CCH, then A, then number of days CCH absent. The number days according to digit from 0 to 25.
2. 0 stands for the CCH is present for the whole month,
3. All alphabets C and A may be capital letters or small letters or both).

5. Toll free Number “15544” to which SMS to be sent.
6. Monitoring Format

The authorized officers of the Block/District/ State will see the report in reporting section of the SMS based Monitoring System, Mid-Day-Meal, Odisha and take follow up action accordingly. The district, block and school wise reports shall be generated according to the following format.

1. Number of schools SMS reported (Date: )

<table>
<thead>
<tr>
<th>Total number of schools</th>
<th>Total number of schools mapped (registered in the SMS application)</th>
<th>Total number of schools reported through SMS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Number of children consumed MDM (Date: )

<table>
<thead>
<tr>
<th>Total number of schools</th>
<th>Total number of schools reported through SMS</th>
<th>Total number of schools served MDM</th>
<th>Total number of schools not served MDM</th>
<th>Total number of children present</th>
<th>Total number of children served MDM</th>
<th>Total number of children not served MDM</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

3. % of children consumed MDM in schools

<table>
<thead>
<tr>
<th>Total number of schools</th>
<th>Total number of schools reported through SMS</th>
<th>% of children consumed MDM in schools</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>0% 1-30% 30-60% 60-80% 80-90% 90-100%</td>
</tr>
</tbody>
</table>

4. Number of children consumed IFA

<table>
<thead>
<tr>
<th>Item</th>
<th>Weekly</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1\textsuperscript{st} week</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total number of children attended in schools

Total number of children Consumed IFA

5. Number of CCH absent

<table>
<thead>
<tr>
<th>Total No. of schools</th>
<th>Total number of schools reported through SMS</th>
<th>No. of CCH engaged</th>
<th>No. of CCH absent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>


SMS based Monitoring System, Mid-Day-Meal, Odisha
(SMS - MSM, ODISHA)

An Initiative of the
Department of School and Mass Education, Govt. of Odisha

User Manual

MDM

Software Solution by
National Informatics Centre, Bhubaneswar
Govt. of Odisha
1. **Software Features**
   - Data collection through different modes of SMS, Mobile App & Web site
   - Keeps a check on the quality of data being reported.
   - Generate Auto alerts to ensure that the data is reported by all schools.
   - Web based software for creation of Master data and its management.
   - Exception reporting in case of erroneous data reporting.
   - Inspection reporting for crosses checking of reported data.
   - MIS reports and graphical dashboard.
   - Data transfer to National portal in pre-defined formats.

2. **Web Based System**
   Mid-Day-Meal is web-based application software that can be accessed through the web browser. The software and database reside on a central server rather than being installed on the desktop system and is accessible over a network. Web based application is a way to take advantage of today's technology to enhance the government productivity & efficiency. Web based application gives an opportunity to access the office information from anywhere in the world at any time. It also facilitates to save time & money and improve the interactivity with higher authorities, subordinates and citizens.

   With a computer connected to the Internet, a web browser and the right user name and password, officials can access the systems from any location. Web-based applications are easy to use and can be implemented without interrupting the existing work process.

   **Step-1:** Select Home page [http://www.mdmodisha.nic.in/](http://www.mdmodisha.nic.in/)

   **Step-2:** Select “SMS Based Monitoring System of MDM” in the “Important Links” of web page or **directly type URL (http://164.100.83.42:8080/mdm/) in menu bar**

   **Home page** is a start or main web page of a website that appears first on the screen, when a web based application is accessed through the web browser.

   **Benefits of Web Based application.**
After successfully accessing the MDM Information web site, user can see the Home page. It contains mainly 2 modules

- **User Login Module**
- **Report Module**

**User Login Module:**

There are five types of Users in the SMS based Monitoring System, Mid-Day-Meal, Odisha (SMS - MSM,ODISHA ). There are 1- Secretary of School and Mass Education Department, 2- State Nodal Officer ( Mid-Day Meal) 3- District
Education Officer of district, 4- Block Education Officer of block and 5- Administrator decided by S&ME Deptt.

- Step-1-Select user “Type”
- Step-2- Type User “Log in”
- Step-3- Type User “Password”

(Fig.2 User Log in screen)

Report Module:
In this module we can observe the total number of schools in the state, total students present on a particular day, total number of schools reported on that day and total meals served to the children in that day.

(Fig.3. Reporting screen of schools and students)

After clicking on the individual report (Read full report), we can see the detail report of the school, total student & total meals etc.
Block Level User Manual:

Block level users can log in to their block by providing authenticated "User ID" & "Pass word".

(Fig.4. BEO Log in screen)

Log in Process:

- Choose User type as "BEO".
- Then provide "User Id" & "Pass word".
- After that press Login Button.
After successfully login a block level user can see the Dashboard Section. It contains the daily report of Mid-Day Meal served to children, monthly attendance report of Cook-cum-Helpers and weekly consumptions of IFA tablet by students.

**COOK-CUM-HELPER (CCH) INFORMATION SECTION:**

(Fig.5. Reporting screen of CCHs)

In this section a block level user can get three modules e.g. CCH Registration, View CCH and Disengaged CCH.

In CCH Registration module, Block Level user will register detailed of CCHs as shown below in the screen through online.
In View CCH module a user can view the CCH list, edit the CCH and disengage the CCH.

(Fig.7. View CCH module)

In Disengaged CCH module a user can only view the disengaged CCH list for the current month.
CCH ATTENDANCE SECTION:

In CCH Attendance module a user can only view the Attendance of CCH.
This CCH attendance section contains 2 modules e.g. Add Attendance and View Attendance Report

**Add Attendance of CCH**

In Add Attendance module below, a user can add CCH absentee statement for the current month.

(Fig.10. Add Attendance module)

In View Attendance Report module a user can see the list of CCH for the current month those are getting the honorarium.

(Fig.11. View Attendance module)
SCHOOL INFORMATION SECTION:

This School Information section contains 4 modules i.e. Add Enrolment, View Enrolment, Add School and View School

(Fig.12 School Information Section module)

Add Enrolment module

In Add Enrolment module a user can see the total enrolment figure of a particular school for a particular financial year.

(Fig.13. Add Enrolment module)
In View Enrolment module a user can view the School wise enrolment figure of the particular financial year.

(Fig.14. View Enrolment module)

In Add School module a user can register a school for the current financial year. This module contains a school registration form. User have to provide the school level data like Name of the school, school DISE code, H.M. name, H.M. mobile number, school establish year etc.

(Fig.15. School registration form)
In the View School a user can see the list of registered school. If any modification is required in the school details, then it can be editable in the below View School module.

(Fig.16. View School module)
REPORT SECTION:

In the Report Section a user can get various types of reports for analysis purpose. Some of these report's screen shots are attached below.

(Fig.17. District-wise status of CCH having mobile number and Aadhar number)

(Fig.18. District-wise status of HMs /teachers having mobile number)
> District wise Marital status of CCH

(Fig.19. District-wise Marital status of CCHs)

(Fig.20. District-wise and Gender-wise CCHs engaged in MDM)
MDM DAILY REPORT SECTION:

This MDM Daily Report Section contains 3 modules such as Add MDM Daily Data, View MDM Daily Report and View Weekly Tablet Attendance Report.

In Add MDM Daily Data module a user can add the daily MDM availed status of a school.

(Fig.21. Daily Attendance Form)

In MDM Daily Report module a user can see the all school MDM availed report on a particular day.

(Fig.22. Daily Report Module)
In View Weekly Tablet Attendance Report module a user can see the school wise weekly tablet consumption report.

(Fig. 23. Weekly Consumption of IFA tablet)