

**Minutes of the Meeting held with State Project Director SSA and RMSA on
06/09/2012 in the chamber of CEO (DP)/SPD(SSA), District Panchayat
Silvassa at 03:30PM**

A Meeting of implementing the Unified DISE 2012-13 for SSA and RMSA was held under the Chairmanship of State Project Directors Shri K. S. Chandrashekhar, State Project Director (SSA) and Shri R. K. Gaur, State Project Director (RMSA)/ Director of Education, Dadra and Nagar Haveli on 6th September 2012.

The following officials were present in the meeting.

1. Shri R. A. Bhavsar, Education Officer (SSA).
2. Smt. M. Thomas, Education Officer (Acad)/ ASPD (RMSA).
3. Shri P. V. Shukla, SLO, RMSA.
4. Dr. Satish P. Patel, D.P.Co. (SSA).
5. Shri Kalpesh B. Rathod, Administrative Officer (SSA).
6. Ms. Manisha H. Kansara, Programmer (EMIS)/MIS Co. (SSA).
7. Ms. Vaishali C. Dhodi, MIS Coordinator (Block/SSA).
8. Smt. Kinjal Vora, MIS Coordinator (RMSA).
9. Ms. Meghna Parmar, Accountant (RMSA).
10. Smt. Asha Patel, Data Entry Operator (RMSA).

Programmer (EMIS)/MIS Co. (SSA) apprised the member regarding the existing data collection procedure for DISE for SSA & SEMIS for RMSA separately and the proposed procedure for data collection through U-DISE for the year 2012-13. Tentative Calendar of U-DISE activities for the year 2012-13 & the Agenda for Integration of DISE & SEMIS in to U-DISE were discussed.

After the basic introduction of U-DISE by the presentation, the following points were deliberated and the following decisions were taken in the said meeting:-

1. MIS for SSA and RMSA should be one unit even though the information will be used for different directorates. There must be one Data Capture Format to collect the annual information from Primary to Secondary Schools and analysis may be made on the type of requirements related to SSA & RMSA separately.
2. The U-DISE format prescribed by NUEPA along with the software should be used from 2012-13 for data collection and compilation both for Elementary Schools and Secondary Schools simultaneously.
3. Data Integration using Mapping Tool (Convert into U-DISE), DISE & SEMIS Database for the year 2011-12 is merged with the help of Mapping Tool.



The CEO (D.P)/SPD (SSA) requested the time line for Mapping data into U-DISE. Programmer (EMIS)/MIS Co. (SSA) informed that it shall almost complete after installing Oracle 10g and Software for U-DISE.

4. Printing of U-DISE Data Capture Format (DCF) through U-DISE Software or Manual and will finalized medium of instruction for printing DCF either Gujarati or English.*

SPD (RMSA) asked about scheduled for printing. Programmer(EMIS)/MIS Co.(SSA) replied that as per tentative schedule the printing will be completed till 15th September. Printing through U-DISE Software includes all basic information (School Particulars) etc. automatically filled from previous year data so it will reduce burden of H.Ms in the Schools. Regarding Medium of Instruction CEO (D.P)/SPD (SSA) and SPD (RMSA) decided to print the Data Capture Format in English and for Primary H.Ms, a brochure for Gujarati translation will be given during the training.

5. Training of CRCs/H.Ms/H.Ts for filling Data Capture Format.

Regarding Training CEO (D.P)/SPD (SSA) advised to start parallel training of CRCs and H.Ms of Secondary and Higher Secondary Teachers. Regarding training they asked for Masters to give training for H.Ms in Secondary and Higher Secondary, ASPD (RMSA) replied that as under RMSA no CRCs are available. MIS Coordinator (RMSA) will give training to all H.Ms. Regarding composite school (Private Schools I-XII, VI-X) training will be given by CRCs of SSA.

6. CRCCs will make 100% data verification at School point before acceptance of the DCFS from the Elementary Schools and submission to BRCCs. In Secondary Schools, the School HM will verify the authenticity of data before submission to the RMSA office.
7. Data Entry, Consistency checking & removal of inconsistency by using U-DISE will be done by SSA Office (SSA/RMSA) and sharing of data to school are separately.

Director of Education/SPD (RMSA) & CEO (DP)/SPD (SSA) both agreed to Data Entry at SSA Office with the help of SSA and RMSA MIS staff. After Data Entry, report Card will be generated and shall be separately distributed by SSA and RMSA to their respective schools for inconsistency checking and after that the inconsistency shall be removed at the Office of SSA with the help of SSA and RMSA MIS staff.

- 2) P.A to Secretary (Education), Secretary, D.M.P.
 - 3) Director of Education/State Project Director (SSA) (RMSA)
 - 4) Education Officer (SSA), D.M.P. for kind information
 - 5) Education Officer (Acad), SPD (RMSA), D.M.P. for kind information
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8. Data Submission at National Level with Certificate (SSA/RMSA).

It was informed by the Programmer (EMIS)/MIS Co.(SSA) that during Technical Workshop it was decided that the Certificate shall be signed by SPD (SSA) as all activities are undertaken by SSA office with help of RMSA staff. SPD (SSA) requested the SSA staff to give one copy of final data in Soft copy and Hard copy to RMSA Staff for preparation of Plan and other activities.

9. 5% Sample checking of DISE data in the UT of Dadra & Nagar Haveli.

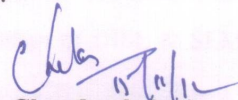
The Agency would cover Primary/Upper Primary/Secondary/Higher Secondary Schools of UT Dadra and Nagar Haveli under SSA.

10. Tentative Calendar of U-DISE activities shall be finalized for the year 2012-13.

11. Maintenance of School Records to improve the reliability and quality of Data on school education.

It was informed in the meeting that the MHRD has seeked one additional information for Aadhaar friendly child-wise database 2012-13 (trial version, for Enrolment including all information of students i.e. name , Father Name, Mother Name Type of Disability, Adhaar ID which is optional, etc.) which will be compulsory from 2013-14. SPD (SSA) advised to outsource this activity to third Party - Agency. As the fund can be made available from SSA itself.

The meeting concluded with vote of thanks to the chairs.



(K. S. Chandrashekar)
State Project Director,
Sarva Shiksha Abhiyan
Union Territory Mission Authority
Dadra and Nagar Haveli.
Silvassa

Copy to:-

- 1) Secretary (Education)/Chairman, SSA, DNH.
- 2) P.A to Secretary (Education), Secretariat, DNH.
- 3) Director of Education/State Project Director (RMSA), DNH.
- 4) Education Officer (SSA), DNH for kind information.
- 5) Education Officer (Acad)/ ASPD (RMSA), DNH for kind information.