



केन्द्रीय विद्यालय संगठन

Kendriya Vidyalaya Sangathan

18 संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग

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F-11021/1/2014-KVS/Admn.II

Date: 11.08.2014

Subject: - Minutes of the Annual Deputy Commissioners' Conference held from 24th to 27th June, 2014.

A copy of the minutes of the Annual Deputy Commissioners' Conference held from 24th to 27th June, 2014 duly approved by the Commissioner is uploaded on the KVS Website.

Action Taken Report on the various decisions/recommendations made in the Conference may be sent as under:

1. Academic matters – Joint Commissioner (Acad. / Trg.)
2. Administrative matters – Joint Commissioner (Pers./Admn.)
3. Finance matters – Joint Commissioner (Fin.)
4. Works matter – Executive Engineer (G).

(E.PRABHAKAR)

Joint Commissioner (Pers.)

Encl: As above

Distribution:

1. P.S. to Commissioner, KVS.
2. P.S. to Addl. Commissioner (Admn.), KVS.
3. P.S. to Addl. Commissioner (Acad.), KVS.
4. The Deputy Commissioner, KVS, All Regional Offices.
5. The Director, ZIET, Mumbai, Gwalior, Mysore, Bhubaneswar & Chandigarh.
6. The Divisional Heads of KVS (HQ) are requested to monitor the progress and compilation of the Action Taken Report received from the Regional Offices for review by Commissioner, KVS.
7. All Branch Officers of KVS (HQ) for information and necessary action.
- ✓ 8. Deputy Commissioner (EDP) for uploading on the KVS Website under Administration.



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केन्द्रीय विद्यालय संगठन

**MINUTES OF THE THIRD
ANNUAL DEPUTY COMMISSIONERS'
CONFERENCE
OF
KENDRIYA VIDYALAYA SANGATHAN
HELD FROM 24TH TO 27TH JUNE, 2014**

**VENUE : INDIA HABITAT CENTRE,
LODHI ROAD,
NEW DELHI.**

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**INAUGURATION
REPORT**

The Joint Commissioner (Acad.), KVS welcomed Sh. Avinash Dikshit, Commissioner, KVS and other officers and staff to the inaugural session of the Deputy Commissioners' Conference and hoped that the Conference will be productive and will give new direction to the organization.

Shri Avinash Dikshit Commissioner, KVS then addressed the Conference delivering his **Key Note** address on the occasion of the Annual Deputy Commissioners' Conference. Commissioner after welcoming the officers stressed that this annual event should chalk out a strategy and new initiative for the current year.

KVians had performed exceedingly well, both quantitatively and qualitatively in Board results. The pass percentage for **Class XII was 97.39 with P.I. of 61.1**. Commissioner gave credit to the teachers and students for the excellent result and hoped that the trend will be maintained. He further stated that the height we have achieved is commendable.

He further stated that KVS has completed 50 years. There is a need to plan for the future. Since there is no much difference between pass Percentage of 97% to 100% which KVS has already achieved, focus should be on quality of result. Therefore, we need to continue to strive and rise. We need to take care of the inhibiting factors, otherwise sky is the limit. We can not only make this a better organization but one of the best organizations.

Focusing on the challenges in KVS he stated that:

We need to focus on the quality of education as students need to do well in life. Therefore, we need to focus on the core activity i.e. class room transaction and need to be a facilitator, guide and philosopher to students.

As regards to infrastructure there is a need to pay special attention to the 250 schools which are presently in temporary building. We also need to pay special attention regarding maintenance of

the existing infrastructure. We need to use technology in schools and class rooms for better education, administration and guidance to overcome manpower shortage.

As regard the human resource of the organization, we need to make our work force happy. i.e. personal claims of employees are passed in time, there should be a time limit for settlement of all personal claims. We need to open up a dialogue with all stake holders so as to reduce grievances. This should be taken up on priority as the indicators are not good i.e. increasing court cases, outside pressure, medical claims not passed, leave not sectioned etc.

Joint Commissioner (Pers.) thanked the Commissioner, KVS and others who were present in the inaugural session.

The inauguration was followed by release of Newsletter of ZIET, Mysore by Commissioner, KVS. Thereafter, the Agenda Items were taken up for consideration/deliberation.

ACADEMICS

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Item No 1: Result Analysis

• Class XII

The Result Analysis was taken up with congratulations to all the Regions for producing excellent results in class XII for the year-2014. Following are the salient points of the result:

- The result is quite encouraging having a jump of +2.57 % and the results of all ROs have gone up this year.
- 03 Regions (Jammu/Varanasi/Jaipur) have shown remarkable jump in their results.
- Quality improvement is registered in all subjects in terms of PI.
- Pass percentage of all subjects increased except Mathematics and Economics.
- Girls' performance is better than boys.

• Class X

The result of class X is not very encouraging; it has declined both in terms of Pass Percentage as well as the grades scored by the children, which is a cause of concern. Following are the salient points of the result:

- Pass Percentage of CBSE has increased but that of KVS decreased.
- Pass Percentage in all subjects has declined and it is more pronounced in Mathematics and Science.
- Percentage of students with 10 CGPA also decreased from 9.26 to 7.55.
- A1, A2, B1 and B2 grades have also shown downward trend.
- KVs with 100% pass percentage have also decreased except in Hyderabad, Mumbai and Patna Regions.

•Class XI

- KVS average of Class XI is 77.94%
- Result of Ahmedabad and Tinsukia is above 85%

- Result of Lucknow, Kolkata & Jabalpur is very low as compared to KVS average.
- Commerce and Humanities streams' results are better than Science.
- Economics, Math, Business Studies, Geography, Accountancy & Physics need special attention.

• **Class IX:**

- KVS average of Class IX slipped down by three times this year, compared to last year.
- Number of EIOP cases has increased significantly.
- This may be attributed to the change in CBSE promotion policy this year that the students must score at least 25% marks in SA1 and SA2 taken together.

• **Action Points:**

Regional Offices must analyze the results of classes IX and XI of all the schools of their region. Appropriate remediation strategies should accordingly be implemented to augment the results. The following measures are suggested:

- Identification of weak areas / subjects of each school
- Identification of problem areas
- Rectification as per requirement
- Monitoring of effective syllabus coverage at school level
- Small and focused workshops for teachers as per need
- Periodic tests/segmental tests/cyclic tests for students along with teaching
- Use of Video lectures wherever necessary
- Improving the efficacy of CCE implementation in schools

Regions should identify schools of the region which have not performed up to the mark for the last three consecutive years and devise strategies for improvement. The Regional Offices must devote personal attention on these schools and adopt them and provide continuous guidance.

Item No 2: Conduct of SA1 and SA2 at Regional Level

- KVS to take up the matter with the CBSE regarding the conduct of PSA/OTBA for Classes IX and XI at the level of KVS and autonomy for the same needs to be worked out.
- SA1 for classes VI-VIII to be conducted at school level and SA2 for these classes to be conducted at Regional level. However, evaluation of SA2 is to be done at school level.
- In Classes VI to IX, one chance of improvement may be provided after SA1 also in order to strengthen learning of students.

Item No 3: Promotion of Science Education

- All the labs should be equipped with required equipment/apparatus and optimum use of all the labs, especially the Junior Science lab must be ensured.
- All the schools should be registered for Junior Science Olympiad (JSO) with IAPT in the month of July/August. Schools should also be registered with Homi Bhabha Centre for Science Education for Life Membership.
- Training of Science Teachers by Institutes such as IAPT, HBCSE, IISER etc must be explored by ZIETs by end of July and details must be submitted to KVS (HQ).
- All the schools should plan field trips of students to nearby Science Centers/Science Parks/planetarium/Central Labs/Science Museum etc.

Item No 4: Language Development Programs:

- The process of establishing language labs in schools is underway; meanwhile, good listening exercises should be planned with the existing equipment in schools. CBSE has directed English ASL activities to be conducted for classes IX and XI, but similar activities can be planned for all levels /classes to improve listening and speaking skills of the students.

- Public speaking in English and Hindi should be promoted by allotting one language period per week compulsorily for the same. Various activities like debates, declamations, role-playing, dialogue and JAM sessions, extempore speeches, storytelling and story completion, elocution etc should be undertaken to facilitate better speaking skills amongst students.
- The schools should ensure availability of age appropriate reading material in the libraries and reading habit should be developed in students.
- Creative writing should be promoted by organizing competitions and activities such as essay writing, poetry writing, and story writing etc. Spelling competitions should be conducted in the primary classes to encourage them to improve their vocabulary and spelling competency.
- Mr. E.T. Arasu, Director ZIET, Gwalior should send the material for promotion of English language skills prepared earlier in collaboration with EFLU to KVS Headquarters for further necessary action.
- The Deputy Commissioner, KVS Hyderabad Region should co-ordinate with EFLU for working out modalities of training programmes for English language teachers.

Item No 5: Introduction of PSA & OTBA in classes VI-VIII

- It has been decided to introduce PSA in lower classes from VI-VIII. The modalities for the same were also discussed.
- This year, for the session 2014-15, the question papers for PSA will be designed at National level by a National level Committee.
- The syllabus will be covering English, Math, Science and Social Science subjects and the question paper will be designed keeping the expected level of learning of the child in the classes concerned.

OTBA has been introduced by CBSE in the previous session in classes IX and XI in some of the subjects. It has been decided to conduct OTBA from this session of 2014-15 in lower classes i.e., VI-VIII in the subjects Science and Social Science as a part of SA2. The Content of OTBA for these Classes would be Class appropriate and would involve the case studies covered in the text books. The OTBA portion would be prepared at the Regional level along with the main question paper of SA2.

Item No 6: Environmental Education

It is decided to give impetus to Environment Education and sensitize all stakeholders regarding environment related issues. All the activities in schools should be centered on environmental concerns during this session. A detailed circular would be sent by KVS HQ.

Item No 7: Physical and Health Education

The Curriculum prescribed by NCERT and circulated by KVS needs to be followed in all the classes religiously.

Item No 8: EQUIP

The KVS launched this program in the year 2012 to promote excellence in the classes VI-VIII. The feedback reports from the various regions reveal that nothing much has been done in this field.

- The KVS (HQ) would again circulate the details of EQUIP.
- All the ROs have to in turn circulate among their schools and emphasize on its effective implementation.

Item No 9: Learners' Achievement Test (LAT)

- LAT to be conducted by Centre for Assessment Evaluation & Research (CAER), one of the empanelled agencies under CBSE as LAMPS (Learning Assessment and Measuring Progress of the Students).
- LAMPS to be administered for the classes IV, VII and IX. The modalities would be worked out by KVS (Hq) with CAER.

Item No 10: Strengthening of Co-scholastic Activities by Integrating With The Text Books

- All School/ZIET Libraries need to ensure the subscription of NCERT/CBSE publications and Teacher's Resource books.
- The Referencer prepared for linking the CBSE manuals with the content of the text books of various Classes would be circulated by KVS (HQ). This must be circulated among all the KVs for facilitating the planning of Class activities by teachers

Item No 11: Redistribution of Periods in The School Time Table

The new time table will remain as 08 period time table for all classes. The proposed changes were discussed. The finalized time table would be circulated by KVS (HQ) at the earliest.

Item No 12: Teaching by Principals, Vice-Principals And HM

The teaching by Principals/Vice-Principals/HMs can inspire teachers and serves as role model. It also connects them to students to know their problems and aspirations and therefore serves as feedback mechanism for improvement of the overall academic environment of the school.

- The no. of periods of Principals, Vice-Principals and HMs would be reviewed by KVS (HQ) with a realistic perspective.
- It should be ensured by the Regional Heads that these periods are actually engaged by the Principals/Vice-Principals/HMs.

Item No 13: Staff Strength Fixation

The delays/ambiguities in the submission/transmission of information/proposals need to be avoided by the Regional offices.

Item No 14: Support Material Production and Distribution

- KVS Support Materials (Study Materials) prepared by ROs/ZIETs for various subjects for the classes IX to XII plays vital role in the success of students.
- Support materials (Study Materials) needs to be reviewed at Regional level before being distributed to students of classes IX to XII.

Item No 15: KVS National Science Exhibition

The venue for the KVS National Science Exhibition was decided to be in Jammu region for the year 2015 with the directions to prepare the modalities for its smooth conduct and grand success.

Item No 16: National Children Science Congress

The venue for KVS National Children Science Congress is decided as Mumbai region for the year 2014.

Item No 17: National Integration Camp

It was decided to conduct the National Integration Camp at Tejpur under Tinsukia region for the year 2014. The Deputy Commissioner, KVS (RO), Tinsukia is to explore all the feasibilities like transportation of children/staff, availabilities of basic requirements for the camp etc. The same is required to be intimated at the earliest with specific recommendations to KVS (HQ) for further decision.

Item No 18: Basic Amenities

Instructions regarding provision of basic amenities have been issued from time to time by KVS (HQ). In spite of regular and repeated reminders, the same has not been attended to with the required seriousness. The following needs the attention of all the Regional Heads.

- Potable Drinking Water needs to be ensured in all KVs.
- Safe and hygienic toilets are the basic priority and need continuous and effective monitoring.
- Fire Safety Equipment along with Fire Safety Certificate from the fire safety departments needs to be ensured.
- If the fire safety certificates are not issued by the departments concerned, the same needs to be pursued repeatedly with higher authorities of the State Government.
- Provision of Periodic Mock Drills in liaison with fire safety departments also needs to be initiated in the regions where it has not been done, which may ensure the safe exit of the children in the event of fire break.
- Barrier Free Access needs to be ensured.

Item No 19: Annual Academic Supervision of the Kendriya Vidyalayas

- The circular issued recently regarding the Annual Academic Supervision needs to be followed in its letter and spirit.

- The schools need to be supervised in a time-bound manner to facilitate diagnosis of the functioning of schools and remediation required.
- The performa D needs to be sent to KVS (HQ) regularly.
- Class-room teaching of Contractual Teachers also should be supervised by the inspecting team.

Item No 20: Library Automation Policy

- All the Regional Heads have to ensure the complete automation of the KV libraries in their jurisdiction.
- Provision of e-library needs to be explored wherein large no of e-books are available.

ADMINISTRATION

ADMINISTRATION

Sl.No	Agenda Items	Decision
1	<p>Establishment of 54 new Kendriya Vidyalayas:-</p> <p>Necessary administrative approval for opening of 54 new Kendriya Vidyalayas during the academic year 2014-15 was issued on 4.3.2014 among all Regional Offices with the request to make liaison with the sponsoring authority concerned for an early transfer of land & other infrastructural facilities. It is expected that concerned Regional Heads will be making all efforts to make these KVs functional soon after summer vacation.</p> <p style="text-align: center;">Difficulties, if any, with current status in each case may be brought out in the conference so that the same may be taken-up with the appropriate Sponsoring Government authority.</p>	<p>The cases of establishing 54 new Kendriya Vidyalayas was discussed with the Dy. Commissioners' concerned and it has been directed that they must monitor each and every case personally and pursue the matter of transfer of land in favour of KVS to enable the KVS(HQ) to issue necessary administrative orders to make the KV functional. The Dy. Commissioner Concerned will maintain the proper record of efforts put in by him/her. Deputy Commissioners to send consolidated progress/ status reports of their region by 31.07.2014.</p> <p>Action by : All Dy. Commissioners.</p>
2	<p>Safety and Security of buildings:- It is reiterated that all Deputy Commissioner's are required to maintain the record of safety certificates of temporary school buildings functioning under them. The name of such KVs which have any type of problem in temporary accommodation may be brought</p>	<p>The Addl. Commissioner (Admn.) discussed the safety and security of buildings. The Dy. Commissioner, Dehradun informed that the first floor of Vidyalaya building of KV Rishikesh has collapsed and declared it as unsafe. The Dy. Commissioner, KVS, RO, Patna &</p>

	<p>into the knowledge of Headquarter during the conference so that the matter may be taken up at appropriate level of the sponsoring authority.</p>	<p>Chandigarh also informed that the building of KV Hazipur (Bihar) and Recong-pio (H.P.) respectively are also declared as unsafe.</p> <p>The Dy. Commissioners have been asked to continue action to stop admissions in KVs where school buildings have been declared unsafe. The admission can be restored after obtaining safe building from the sponsoring agency. List of such schools and action taken may be informed by 25.7.2014.</p> <p>Action by – All Dy. Commissioners.</p>
3	<p>Constitution of Vidyalaya Management Committee (VMC):-</p> <p>It is expected that all Kendriya Vidyalayas are presently working under the supervision of regular VMC or ad-hoc VMC as the case may be including three Kendriya Vidyalayas opened during the academic year 2013-14.</p>	<p>The Dy. Commissioner, KVS, RO, Bhopal and Jabalpur informed that the regular VMC is already in existence in KV Burhanpur (RO, Bhopal) and KV Umaria (Jabalpur Region).</p> <p>However the Dy. Commissioner, Ro, Jammu has informed that the regular VMC in respect of KV, Ammino, Humhama and Damana so far. The Dy. Commissioner KVS, RO Varanasi informed that the approval of KV Chero Saleempur is awaited. All Dy. Commissioners were directed to ensure existence of VMC in all KVs. Cases where still regular VMC is not formed so far, the</p>

		<p>proposals may be referred to KVS (HQ) before 25.7.2014.</p> <p>The Dy. Commissioners have been advised that the Chairman, Nominee Chairman of VMC and Principals should be proposed/ approved by designation only and the serving members should only be proposed in the VMC.</p> <p>Action by: JC (Pers.) / All Dy. Commissioners.</p>
4	<p>Allotment of vacant staff quarters:- It is expected that all Regional Offices are adhering to the instructions issued time to time from KVS Headquarter regarding allotment of staff quarters to the eligible category employees in terms of KVS, (Allotment of Residence) Rules, 1998. The Deputy Commissioner concerned/ ZIETs Directors will attend the DC's conference with factual status about the staff quarters lying vacant as on 31.05.2014 under their jurisdiction with full facts/justification.</p>	<p>The matter of vacant quarters was discussed at length and since eligible employees are not available, the quarters of Type – I & II are lying vacant. It was decided to assess the condition of quarters and after discussion to solve the problem of vacant quarter it was decided that a committee may be constituted to look into the matter in totality.</p> <p>The Dy. Commissioners were also directed that efforts should be made to allot the remaining quarters to eligible employees.</p> <p>Action by – JC (Pers.)/All Dy. Commissioners.</p>
5	<p>Kendriya Vidyalayas functioning in rented accommodations:-</p> <p>The details of such KVs which are running in rented buildings (where rent is</p>	<p>All Dy. Commissioners except RO, Ahmedabad informed that no such case is there, where the Vidyalaya is running in rented accommodation.</p>

	<p>being paid by KVS) may be brought in the conference with the inputs of the rent being paid per month as well as the efforts made by Regional Office to get rent free temporary accommodation or construction of permanent Vidyalaya building at such locations.</p>	<p>Action by: Dy. Commissioner, Ahmedabad.</p>
6	<p>Status note on pending grievances- Forwarding of information through E-mail.</p> <p>A monthly report is required to be submitted to the Ministry of HRD on the status position of pending grievances in the name of Headquarter Office/ Regional Office. Accordingly, all Regional Heads are required to attend the meeting with current status position about the grievances pending as on 31.05.2014.</p> <p>It is worth mentioning that the Monthly and Quarterly reports are to be forwarded to KVS Hqrs through E-mail only. Forwarding of information through E-mail (the print where is taken by KVS Hqrs), then through Hard copy and also endorsing the same to more than one authority in KVS Hqrs itself leads to avoidable expenditure and manpower as well. Thus, henceforth, all Deputy Commissioners will forward any monthly, quarterly or yearly reports through</p>	<p>The gravity of grievances was discussed and it was decided that all pending grievances of on line (CPGRAMS)/off lines as on 30.06.2014 should be disposed by 25.07.2014.</p> <p>It was also directed that the monthly / Quarterly reports should invariably be sent through Email only and no hard copy is required.</p> <p>2). As and when the grievance is disposed the individual should be informed invariably.</p> <p>3) Apart from the above, the Additional Commissioner (Admn) directed the Deputy Commissioners not to send hard copy of their tour programme and leave applications. Only signed and scanned copy is sufficient for action by KVS (HQ).</p>

	E-mail only unless it becomes necessary to forward it through Hard copy because of Annexures etc.	Action by – All Dy. Commissioners
7	<p>Conduct of R-JCM</p> <p>In accordance with the provisions contained in Education Code for Kendriya Vidyalayas, 03 R-JCMs are required to be conducted by each Regional Office preferably in the month of February, June, and October. The Regional Heads may come-out with any difficulties, if being felt in conducting the R-JCM. Otherwise, it would be assumed that the conduct of R-JCM is functioning smoothly in the Regional Office concerned.</p>	<p>The Deputy Commissioners have been directed to conduct regional JCM at regular interval in terms of the code provisions as mentioned in Education Code.</p> <p>All Dy. Commissioners may also intimate the KVS(HQ) the dates on which JCM has been conducted in the ATR being sent by them.</p> <p>Action by : All Dy. Commissioners.</p>
8	<p>Recovery of HBA –</p> <p>All the head of the office should ensure the recovery of outstanding advances (HBA etc.) especially in the case of CPF optee employees. Head of the office / DDO must ensure that the entries of all outstanding advances have been recorded in the LPC of concerned official on account of transfer/retirement.</p> <p>It is noticed from the past experience that HBA deductions were made from the pay bill of loanee, but same was not received by KVS (HQ). When such matter was enquired from the concerned</p>	<p>It has been impressed upon all the Dy. Commissioners that the KVs under their jurisdiction may be directed :-</p> <ol style="list-style-type: none"> 1. As and when the employee is transferred out from a Vidyalaya his service book may be shown to him to avoid discrepancies, if any. 2. As and when the amount of HBA (Principal/ Interest) is out standing at the time of relieving the same should be indicated in the LPC properly. 3. When the amount of HBA (Principal/interest) is remitted to

	<p>Vidyalaya, Principal has informed that the recovery was made from the pay bill but record is not traceable, whether such deducted amount was sent to KVS (HQ) or not. Hence, it is suggested that while sending such type of recovery to other office a copy must be endorsed to the concerned official to avoid such type of problems in future.</p> <p>Head of the office / DDO should also ensure that the officials who got "NO DUES" of HBA from KVS (Hqrs) may complete the formalities of Re-conveyance Deed, if, they have submitted Mortgage Deed at the time of sanction of HBA.</p>	<p>KVS(HQ) a copy may be endorsed to the employee concerned invariably.</p> <p>Action by : All Dy. Commissioners.</p>
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ESTABLISHMENT MATTERS

S.No	Agenda Points	Decision taken in the conference
01.	Transfer of Teaching & Non-Teaching Staff	DCs were requested to issue necessary instructions to all the Vidyalayas under their jurisdiction to thoroughly check the transfer application form of the employees with reference to their service records and again scrutiny at their own level and ensure that the data sent to KVS (HQ) is correct & complete in all respects.

02.	Monthly Vacancy Position	DCs were requested to submit Monthly Vacancy Position in the proforma only to KVS (HQ) by 7 th of every month and also as per software provided by KVS. They were also requested to ensure correctness and timely submission of the Monthly Vacancy Position.
03.	Forwarding of Representations	DCs were requested to forward the representations of the employees with the feasibility as per the provision of the transfer guidelines alongwith availability of vacancy. Cases which are not feasible in terms of transfer guidelines should be disposed off at their own level. Representations related to transfer/modification/cancellation should be sent to KVS (HQ) through e-mail only after verification of facts.
04.	Service/Personal matters of Staff	It is reiterated that the cases related to emergency Medical Bills, Pro-rata pensionary benefits, counting of past service, grant of lien, change of Home Town & Compassionate Appointment should be forwarded to KVS (HQ) after careful examination as per the check-list to avoid delay in disposing of such cases. It was requested that unnecessary clarifications may not be sought from

		KVS (HQ) office and the same may be decided at their level as per rules to avoid delay.
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VIGILANCE MATTERS

1. DISCIPLINARY CASES PENDING IN KVS AS ON DATED 01.06.2014:-

- **Suspended Employee (20 Cases)**
- **Sexual Harassment Cases (04 Cases)**
- **Disciplinary Cases pending under Rule-14 (88 Cases)**
- **Disciplinary Cases pending under Rule-16 (09 Cases)**
- **Cases pending more than a year (30 Cases)**
- **Cases pending more than two years (41 Cases)**
- **Cases in respect of Employee who are retiring (05 Cases)**

The Deputy Commissioners were asked to take steps to ensure the finalization of the disciplinary cases within a stipulated time.

2. Instructions of CVC on the order issued in Disciplinary matters by the Disciplinary Authority

Central Vigilance Commission has observed that the orders issued in the disciplinary matters by the disciplinary authorities concerned are sometimes not in the form of a speaking and reasoned order indicating due application of mind. The Commission had, therefore, advised need for self-contained speaking and reasoned order to be issued by the authorities exercising disciplinary powers with due application of mind. The Commission has also emphasized that name and designation of competent disciplinary Authority should be clearly indicated in such speaking and reasoned orders. All Deputy Commissioners are requested to ensure and adhere to the said instructions of the Commission strictly in future.

FINANCE

FINANCE

1 Adoption of New Accounting Formats and Preparation of Annual Accounts of 2013-14:

The Annual Accounts of the Sangathan is being carried out at three levels namely School Level, RO Level & HQs level. Consequent upon the introduction of accrual system of accounting, since 2002-2003, the Sangathan is preparing its accounts on the basis of Accrual System of accounting. The adoption of accrual system has resulted into re-grouping or reclassification of certain heads of accounts.

While auditing the Annual Accounts 2012-13 of KVS (HQ) the DGACR observed that Sangathan prepared separate individual accounts on accrual basis for School Fund, VVN, Provident Fund etc. thereby the true financial position of the Sangathan as a whole could not be viewed in one stroke. It was suggested to prepare Fund based accounting in a single format from the year 2013-14. MHRD also directed to switch over to the new format of Fund based accounting from 2013-14 onwards.

On the backdrop of the above direction, Sangathan switched over to the Fund based accounting format for preparation of annual accounts of 2013-14 to view the receipts & payments of all accounts in a single sheet. In anticipation of the task being a difficult one, Sangathan conducted as many as workshops for RO staff, still most of the Regions submitted incomplete, more particularly, incorrect accounts to KVSHQ except Jabalpur. One of the causes for submission of such incomplete accounts to KVSHQ is due to lack of enthusiasm shown on the subject by the Heads of the Regions. At last the consolidation work was completed in the new format and placed in the Finance Committee. However, the Finance Committee, KVS after perusal of accounts in its meeting held on 23.6.2014 directed to adhere the time schedule. It is also informed further in the Conference that all Deputy Commissioners should render their annual accounts of 2014-15 before **30th April, of the next year.** On the demand made by the Deputy Commissioners to conduct workshops, it was decided to conduct 5 workshops for Dy. Commissioners, Assistants & UDCs in five zones in the current year 2014-15. Finance Officers of the nearest regions will organize and impart such Training Programme shortly in consultation with KVS (HQ) and to report its progress to Addl. Commissioner (Admn) **by**

31st August, 2014. Officers of KVS (HQ) will also coordinate and take part personally in such workshops.

2. Maintenance of Ledger & preparation of Trial Balance

While checking the annual accounts consolidation for the year 2012-13 the DGACR officials pointed out that Sangathan and its subordinate units are not properly maintaining ledger accounts and preparing trial balance to verify the arithmetical accuracy of the accounts. It is further pointed out that preparation of ledger accounts and trial balance statement are mandatory for every units before preparation of their final accounts. Sangathan informed in its reply that the ledger accounts and trial balance are prepared by almost all the units and instructions to prepare such documents have also been issued to the defaulting units and on the basis of the said reply the issue got settled by the DGACR Audit. The Dy Commissioners of all regions are requested to ensure that the ledger accounts and trial balance are maintained by all units under their jurisdiction. Addl. Commissioner (Admn) intervened and suggested to all Dy. Commissioners to carry out random check on the accounts & payment vouchers.

3. Audit on the Accounts of Vidyalayas/ROs/HQs

Inspection on the accounts of the Vidyalayas is carried out by the Regional Office/Headquarters. C&AG authorities are conducting Audit on the accounts of KVS HQs and State AG carry out audit of RO and Vidyalaya accounts. C&AG officials pointed out through their management letter that there is no mechanism to monitor audit objections in the Sangathan. Keeping the above observations in mind KVSHQ issued instructions to constitute a committee at the regional level to monitor the settlement of audit points brought in the Internal Audit & AG Audit Report. It was pointed out in the Conference that the Audit Adalat is one of the tool in which it is possible to review and settle all objections on the spot. For example : 148 objections out of 208 got settled in the Audit Adalat held in May 2014 in Bangalore in the presence of KVS(HQ) officers.

In the Conference, it was highlighted that Patna Region (547) and Chandigarh (468) have the highest number of objections pending for settlement by concerned RO. **Addl. Commissioner (Admn)**

insisted that Deputy Commissioners should involve themselves with the settlement of Audit reports. At the same time the Audit should ensure that there is no malafied intention involved while incurring expenditure by the Principals/DDOs/Indenting authority.

Dy. Commissioners of all regions are requested to scrutinize audit paras of both Internal Audit and AG on priority and furnish a report about the settlement of objections, pending paras with age wise analysis to Addl. Commissioner (Admn) by 25th August 2014

4. National Pension Scheme

Employees joined in the KVS from 1.01.2004 are covered under National Pension Scheme. As per the data available in UBI Portal more than 37000 employees are getting salary through UBI Web Portal of which 12268 employees are covered under National Pension Scheme. Gradually, the number may go up in comparison to the employees covered under GPF-cum-Pension Scheme.

As per the data available in this office Rs.26 crore is yet to be uploaded to NSDL web site towards legacy contribution. NSDL is uploading the deposits in every now and then and display the details of each account. Delay in making the deposits in the NSDL will affect the quantum of interest receivable by the employees. It is, therefore, suggested that the contribution towards NPS may be deposited in NSDL without any delay.

It was also discussed in the meeting to provide an application form to the employees at the time of his/her joining in the Sangathan so as to submit the filled up application form to the concerned K.V. for further submission to RO/NSDL. Dy.Commissioners may issue instructions in this regard to the Vidyalayas under their jurisdiction of the region.

5. Issue of Provident Fund Statement to the employees

It was reported to KVS (HQ) that the PF statements are not issued to the employees by few regions till date. The matter regarding the timely issue of Provident Fund Statement to the employees soon after the completion of Financial Year was discussed in the conference in detail and

it was suggested that the DCs of the region should ensure that individual PF statements are issued promptly before **20th of April of the year.**

6. Adoption of voucher format for receipts & payments

It is observed that most of the units are not adopting any prescribed voucher formats while making payment to the parties as well as to make entries for receipts and payments in the Cash Book. Invoice/bills obtained from the supplier/shops were pasted in a plain paper and filed in the Voucher File. KVS (HQ) designed the format which is being circulated/distributed in DC Conference for implementation. There was a doubt as to whether this format is required in addition to CS 41 proforma (check list) incorporated in the Accounts Code. In this regard, it is clarified that the format designed by KVS may be adopted in addition to CS 41 proforma (check list)

7. Recovery of dues from the Project Authority

The issue regarding the recovery of accumulated dues from the Project was deliberated upon in the Conference in detail as the matter is alarming in such a proportion in as much as an amount of **Rs.43.33 crore** is due from the Project as on 31.03.2014. The following suggestions emerged out of the deliberation in the Conference.

- i) Make MOU as tripartite
- ii) Identify sick projects and to take specific action for closure of Vidyalayas.
- iii) The Dy. Commissioner of the concerned region may personally meet the Project Heads of both operative KVs/closed Vidyalayas to get the dues cleared at the earliest.

8. Functions of Drawing and Disbursing Officer's

The functions of DDOs are highlighted in brief in the conference.

- i) Incurring the expenditure within the delegated financial powers.
- ii) Maintaining the books of accounts.
- iii) Furnishing replies for the Audit paras
- iv) Complying the Audit Objections

9. Fee Collection through Bank

The DC (Finance) during conference apprised all of DCs/Directors about award of work of fee collection and investment of surplus funds to Union Bank of India (UBI). The Pilot Project is to be initiated from five Vidyalayas of Delhi Region from third quarter of current financial year 2014-15. The complete scheme and modalities of fee collection was deliberated at length including information format and MIS report format. The soft copies of format/report was forwarded to DCs through E Mail on 27th June, 2014 and their views was sought latest by 4th July, 2014.

WORKS

WORKS

Item No.1: To review the status position of transfer of land:

While initiating deliberations, Additional Commissioner (Admn), KVS appreciated the efforts made at regional level in finalizing transfer of title of land for some of the KVs in favour of Sangathan. He further emphasized that as on date in respect of 149 KVs transfer of title of land is still pending. Hence, a lot of efforts are required to be made to expedite various issues relating to transfer of land and to enable Sangathan to construct permanent school building for the Kendriya Vidyalayas functioning in the temporary buildings. Similarly in respect of 54 Kendriya Vidyalayas sanctioned in March 2014, concerted efforts should be taken by interacting with concerned Distt. Collector/Collectors to ascertain whether the State Govt. is serious about opening of Kendriya Vidyalaya by providing adequate suitable land as per KVS norms and in accordance with Additional Commissioner (Admn.) letter No. 110111/100/2007-KVS (HQ)/Works dated: 16.06.2014 addressed to all Deputy Commissioners, KVS, Regional Offices.

Deputy Commissioner, KVS (RO) Varanasi raised the issue regarding transfer of land for 29 years by the State Govt. which is against the guidelines of KVS. He was directed to meet higher authorities of Govt. of U.P. and submit comprehensive report to take further necessary action in this regard. Deputy Commissioner, KVS (RO) Bhubaneswar highlighted the urgency of construction of Boundary Wall to the Plot of KV No.6, Bhubaneswar. She was directed to submit the proposal with facts for approval.

Additional Commissioner (Admn.) directed that a mid way appraisal report on pending land transfer cases may be submitted to him at the earliest. Thereafter, Agenda items were taken up. Executive Engineer (G) informed that Works Committee of KVS under the Chairmanship of Additional Secretary, SE&L, Ministry of HRD approved a budget of Rs. 406.00 Crore under Plan and a set a target of 50 school buildings to be sanctioned during the financial year 2014-15. In order to achieve the targets physical as well as financial, all Deputy Commissioners of Regional Offices must make extra

and concerted efforts for transfer of land by sponsoring authorities and submission of plans & estimates by construction agencies.

A) KVs where school buildings have been sanctioned on the undertaking given by State Administration but formal sanction of State Governments for transfer of land on permanent grant basis free of cost is awaited.

As per mandate given by the Board of Governors, KVS in its 79th meeting held on 26th June, 2008, KVS has sanctioned the work of construction of school building of 31 KVs on receipt of undertaking from state authorities. However, sanction orders for completion of Land transfer formalities in favour of KVS, allotment of land on permanent grant/free of cost is yet to be issued by state governments concerned. To protect KVS interest, Additional Commissioner (Admn.) further impressed upon the need to get expedite sanction order of State Govt. for transfer of land in favour of KVS either on lease/permanent grant basis and finalize the case of execution of lease/permanent grant basis without further delay.

B) KVs where land identified & planning action initiated awaiting lease/ undertaking from State Government for transfer of land on permanent grant basis free of cost.

Additional Commissioner (Admn.), KVS impressed upon all the Deputy Commissioners to expedite execution of lease deed/ sanction order for allotment of land/ submission of undertaking in respect of 104 KVs where plot of land identified by sponsoring agencies and accepted by KVS for the construction of school building/ staff quarters and planning action has also been initiated.

He further desired that Deputy Commissioners must ensure that advance possession of the land is delivered to the Principals of the KV concerned by demarcation of plot boundaries properly so that construction agency is in a position to carry out site survey and submit plans and estimates for the approval of the KVS and to save time.

C) KVs where land is yet to be identified:

Additional Commissioner (Admn.), KVS stressed the need of identification of land in respect of 45 KVs besides 54 KVs planned by KVS for opening during the current financial year on completion of

land transfer facilities. He directed that concerted efforts are required to be made at Regional Offices level by closely liaising with the sponsoring agencies to get the suitable plot of land identified and to complete land transfer formalities in favour of KVS.

Executive Engineer, KVS requested Deputy Commissioners that they must carry out the inspection of site personally, along with other team members and submit specific recommendation of site instead of simply forwarding it for acceptance by KVS. While recommending the site Deputy Commissioners must ensure that essential facilities required to run the Vidyalaya smoothly i.e. potable water supply lines, electricity, approach road etc. are available at site. The site must be free from encumbrances like old & dilapidated structure, HT/LT line and trees standing thereon etc. Further, the mode of transfer of land (i.e. either on lease basis or permanent grant basis) and location of the site i.e. Urban, Semi-Urban or Rural etc. should be specifically mentioned in the proforma devised and circulated by KVS and copy uploaded on KVS Website for submission of the feasibility report. Inspection of the site must invariably be carried out along with the Executive Engineer/ Garrison Engineer of the construction agency so that various technical aspects relating to the construction of school building may be got examined properly and to avoid infructuous expenditure on developmental work at later stage.

Item No.2: To review the status of school building targeted for completion during 2014-15:

During the current financial year 2014-15, KVS has targeted to complete 20 school buildings including backlog of last year having progress. Additional Commissioner (Admn.), KVS directed Deputy Commissioners concerned to closely liaise with the respective construction agencies at their level and ensure the completion of the school buildings as money/funds have been remitted for most of the works and sufficient funds available under Plan to meet out the requirement for construction of buildings. They must also ensure submission of monthly progress reports with countersignature of Principal of concerned Vidyalayas.

Item No.3: To review special repair/strengthening of permanent school buildings.

(i) Monitoring of sanctioned repair works:

A consolidated list of special repair works, sanctioned by KVS(HQ) based on the recommendations of Deputy Commissioners of Regional Offices concerned during the year 2013-14 has been circulated on 23.06.2014 to all Regional Offices with the direction to closely liaise, monitor and interact with the Principals of the KVs/ construction agency concerned to ensure timely completion of sanctioned works.

(ii.) Annual repair & Maintenance:

a) Annual repair & maintenance of school building:

Executive Engineer, KVS emphasized the need to carry out A/R&M/O permanent school buildings at Vidyalaya level out of VVN regularly to avoid inconvenience to the students and staff. A/R & M/O is essential to minimize need of special repair. Hence Principals of KVs should be sensitized on the issue.

b) Annual repair & maintenance of Staff Quarters:

Executive Engineer, KVS reported that sanction order for allocation of grant to Regional Offices for carrying out A/R&M/O. Sanctioned for the year 2014-15 has been issued on 10.06.2014. Executive Engineer, KVS further requested all Deputy Commissioners to ensure that funds are utilized proportionately for all the quarters for civil & electrical works so that repair of all staff quarters is carried out and to minimize the problem to the residents/staff.

(iii.) Safety & Security:

Additional Commissioner (Admn.), KVS reiterated that number of times, Sangathan has issued directions to Regional Offices to ensure that all school buildings and staff quarters under the region must be got inspected by an officer of the rank of Executive Engineers/CPWD or State PWD in respect of KVs functioning in civil sector and by the Garrison Engineers/MES in respect of KVs functioning in

defence sector and obtain safety certificate for all KVs either functioning in project sector/ IHL /temporary buildings provided by Sponsoring Agencies or in the permanent school buildings constructed by KVS(HQ).

In respect of KVs running in unsafe accommodation, provided by the sponsoring agency IHL/project authorities, the matter must immediately be brought to the notice of the Chairman, VMC to arrange either alternate safe accommodation for functioning of KV or to undertake retrofitting works timely and certify the building safe. Similarly, in respect of KVs functioning in their own permanent school buildings, constructed by KVS, if found unsafe, it must be immediately brought to the notice of the KVS(HQ).

Additional Commissioner (Admn.), KVS has further impressed that no KV should be allowed to run in the buildings found unsafe. Similar action is also required to be taken for the residential accommodation

(iv) **Settlement of account:**

a) **Special repairs of school buildings & Staff quarters etc.**

Addl. Commissioner (Admn.) highlighted the issue of delay in taking up sanctioned construction and repair works and their successful completion. He has informed that in a number of KVs even after sanction of proposal by KVS (HQ), Monitoring Committee is not formed at Vidyalaya level to monitor the work. This ultimately results in: -

- (i) Delay in commencement of work;
- (ii) Slow pace at progress after start;
- (ii) Delay in remittance of funds;
- (i) Poor quality of construction;
- (v) Number of works remain unattended;
- (v) Delay in rectification of construction defects; and
- (v) Defects warranty period lapsed un-observed.

He further informed that exhaustive instructions have been issued by KVS (HQ) to all Regional Offices with the direction to ensure effective monitoring of construction and special repair works both at Regional Offices and School level effectively to avoid time and cost overrun and inconvenience to students and staff.

b) Annual repair & maintenance of staff quarters located in KVs for the year 2013-14:

Executive Engineer, KVS requested Deputy Commissioners to ensure that grants allocated by KVS(HQ) for A/R&M/O of staff quarters located in KVs for the year 2013-14 must be settled before grants for A/R & M/O staff quarters for the year 2014-15 is released to the KVs concerned to avoid duplicacy.

c) Annual repair & maintenance of staff quarters located in ROs/ZIETs during the year 2013-14:

Executive Engineer, KVS requested all Deputy Commissioners of Regional Offices & Directors of ZIETs to render the accounts of the grants of A/R&M/O staff quarters located in ROs/ZIETs sanctioned by KVS (HQ) for the year 2013-14.

Unspent balance, if any, along with completion report and financial expenditure statement, may be refunded to KVS (HQ) before A/R& M/O staff quarters is taken up.

राजभाषा नीति का कार्यान्वयन

दिनांक 24-27 जून 2014 तक उपायुक्तों की संगोष्ठी में राजभाषा नीति के संबंध में सहायक निदेशक (राजभाषा) द्वारा प्रमुख बिंदुओं पर प्रकाश डाला गया जिनका संक्षेप में उल्लेख इस प्रकार है:-

क) राजभाषा विभाग, गृह मंत्रालय, भारत सरकार द्वारा जारी किए गए वर्ष 2014-15 के वार्षिक कार्यक्रम पर विस्तार से चर्चा की गई और प्रसंगाधीन वित्त वर्ष के लिए विभिन्न बिन्दुओं के संबंध में राजभाषा विभाग द्वारा निर्धारित लक्ष्यों पर प्रकाश डाला। साथ ही यह भी जानकारी दी गई कि कम्प्यूटर पर अब हिंदी प्रयोग के लिए यूनिकोड एनकोडिंग का प्रयोग किया जाना आवश्यक है।

2014-15 में हिंदी पत्राचार 'क' क्षेत्र के लिए 100% 'ख' क्षेत्र के लिए 90% और 'ग' क्षेत्र के लिए 55 % लक्ष्य निर्धारित है तथा सभी से आग्रह किया गया कि अपने अधीन क्षेत्रीय कार्यालय और केंद्रीय विद्यालयों में इस वर्ष के वार्षिक कार्यक्रम का अनुपालन सुनिश्चित करवाएं और वर्ष के अंत में मदवार रिपोर्ट भिजवाई जाए।

ख) संसदीय राजभाषा समिति की प्रश्नावली में उल्लिखित विभिन्न बातों/मदों पर विशेष रूप से सभी संबंधित का ध्यान आकर्षित किया गया और आग्रह किया गया कि सभी कार्यालय मुख्यतः निम्न बिंदुओं पर विशेष रूप से ध्यान दें तकि संसदीय राजभाषा समिति के निरीक्षण के समय किसी प्रकार की कोई समस्या का सामना न करना पड़े:-

1. कर्मचारियों का प्रशिक्षण
2. कार्यालय को राजपत्र में अधिसूचित करवाना
3. कम्प्यूटरों में यूनिकोड
4. रजिस्ट्रों व सेवा पंजिकाओं में हिंदी में प्रविष्टियाँ
5. पुस्तकों की खरीद पर 50 % रशि हिंदी पुस्तकों पर खर्च करना
6. नियमित रूप से प्रत्येक तिमाही में राजभाषा कार्यान्वयन समिति की बैठकें आयोजित करना
7. द्विभाषी प्रकाशन
8. अधीनस्थ विद्यालयों का राजभाषा संबंधी निरीक्षण करना
9. सभी मानक मसौदे, फार्म द्विभाषी
10. विज्ञापनों में हिंदी व क्षेत्रीय भाषा को प्राथमिकता
11. द्विभाषी वेबसाइट का होना

- यह विशेष रूप से उल्लेखनीय है सभी कार्यालयों को न केवल अपने अपितु अधीन केंद्रीय विद्यालयों में उपर्युक्त प्रमुख बिंदुओं का निरंतर पालन करना चाहिए।
- ग) इसके अतिरिक्त राजभाषा नीति के संबंध में यह बात पुनः दोहराई गई कि कार्यालय में राजभाषा के उत्तरोत्तर प्रयोग को निरंतर प्रोत्साहन और प्रेरणा के द्वारा आगे बढ़ाया जाए। इसके लिए हिंदी कार्यशाला का आयोजन, राजभाषा विभाग द्वारा निर्धारित जाँच-बिन्दुओं का निर्धारण और उनका कड़ाई से पालन किया जाना चाहिए।
- घ) इसके अतिरिक्त यह भी दोहराया गया कि राजभाषा अधिनियम 1963 की धारा 3(3) एवं राजभाषा नियम 1976 के नियम - 05 का किसी भी परिस्थिति में उल्लंघन न हो पाए। इसे संसदीय समिति द्वारा बहुत गंभीरता से लिया जाता है। इसके अलावा जो अधिकारी/कर्मचारी हिंदी में प्रवीण हैं उन्हें राजभाषा नियम 1976 के नियम 8(4) के अंतर्गत अपना शत-प्रतिशत कार्यालयीन कार्य हिंदी में करने के लिए विनिर्दिष्ट किया जाए।
- ङ) सभी उपायुक्तों को अपने अधीन विद्यालयों की हिंदी के प्रयोग की समेकित जानकारी भिजवाने के लिए मुख्यालय द्वारा तैयार किए गए प्रपत्र 'क' में समय पर जानकारी भिजवाने का अनुरोध किया गया। साथ में यह भी अनुरोध किया गया कि विद्यालयों से प्राप्त जानकारी के क्षेत्रीय कार्यालय के स्तर पर समीक्षा की जाए तकि विद्यालयों में राजभाषा के कार्यान्वयन की मोनिटरिंग की जा सके।

KVS

SPORTS CONTROL BOARD

SUBJECT: - MINUTES OF THE MEETING OF KVS NATIONAL SPORTS CONTROL BOARD – 2014

The Annual Meeting of KVS National Sports Control Board – 2014 was held at India Habitat Centre, Lodhi Road, New Delhi on 24.06.2014 and the following members attended the meeting.

Sl. No.	Name & Designation of Officer	Post in NSCB	Sl. No.	Name & Designation of Officer	Post in NSCB
1.	Shri Avinash Dikshit IDAS, Commissioner	Chairman	13.	Deputy Commissioner KVS, R.O., Delhi	Member
2.	Dr. Dinesh Kumar Addl. Commissioner (Acad.)	Vice Chairman	14.	Deputy Commissioner KVS, R.O., Ernakulam	Member
3.	Shri M. Arumugam Joint Commissioner(Finance)	Treasurer	15.	Deputy Commissioner KVS, R.O., Guwahati	Member
4.	Dr. (Smt.) V. Vijayalakshmi Joint Commissioner(Acad.)	Member	16.	Deputy Commissioner KVS, R.O., Hyderabad	Member
5.	Deputy Commissioner KVS, R.O., Ahmedabad	Member	17.	Deputy Commissioner KVS, R.O., Jabalpur	Member
6.	Deputy Commissioner KVS, R.O., Agra	Member	18.	Deputy Commissioner KVS, R.O., Jaipur	Member
7.	Deputy Commissioner KVS, R.O., Bangalore	Member	19.	Deputy Commissioner KVS, R.O., Jammu	Member
8.	Deputy Commissioner KVS, R.O., Bhopal	Member	20.	Deputy Commissioner KVS, R.O., Kolkata	Member
9.	Deputy Commissioner KVS, R.O., Bhubaneswar	Member	21.	Deputy Commissioner KVS, R.O., Lucknow	Member
10.	Deputy Commissioner KVS, R.O., Chandigarh	Member	22.	Deputy Commissioner KVS, R.O., Mumbai	Member
11.	Deputy Commissioner KVS, R.O., Chennai	Member	23.	Deputy Commissioner KVS, R.O., Patna	Member
12.	Deputy Commissioner KVS, R.O., Dehradun	Member	24.	Deputy Commissioner KVS, R.O., Raipur	Member

Sl. No.	Name & Designation of Officer	Post in NSCB	SPECIAL INVITIES	
25.	Deputy Commissioner KVS, R.O., Ranchi	Member	1.	Shri G.K. Srivastava, IAS, Addl. Commissioner(Admn.) KVS(HQ)
26.	Deputy Commissioner KVS, R.O.,Silchar	Member	2.	Dr. Shachi Kant, Joint Commissioner(Trg.) KVS(HQ)
27.	Deputy Commissioner KVS, R.O.,Sirsa	Member	3.	Shri Vijay Kumar, Joint Commissioner(Admn.) KVS(HQ)
28.	Deputy Commissioner KVS, R.O., Tinsukia	Member	4.	Dr. E. Prabhakar, Joint Commissioner(Pers.) KVS(HQ)
29.	Deputy Commissioner KVS, R.O.,Varanasi	Member	5.	Director, ZIET, Mysore
30.	Mrs. Rajni Taneja Principal, KV, AFS, Baroda	Member	6.	Director, ZIET, Mumbai
31.	Mrs. Kuldip Kour Principal, KV, Sec.8, RK Puram, N.D.	Member	7.	Director, ZIET, Gwalior
32.	Shri Dheer Singh Principal, KV, Gole Market, N.D.	Member	8.	Director, ZIET, Chandigarh
33.	Mrs. Anita Damor PET, KV, Himmat Nagar	Member	9.	Director, ZIET, Bhubaneswar
34.	Mr. Rajeev PET, KV, Gole Market, N.D.	Member	10.	Col. U.K. Sharma, OSD(Defence), KVS(HQ)
35.	Shri P.K. Koul Deputy Commissioner(Acad.) KVS(HQ)	Member/Secretary		

The Meeting of the Sports Control Board was convened on 24.06.2014 under the Chairmanship of the worthy Commissioner, KVS (HQ), New Delhi.

S.No.	AGENDA	DISCUSSION/DECISION TAKEN
1	<p>Confirmation of the Minutes of the last meeting of the Sports Control Board held on 12.07.2013.</p> <p>The Minutes of the last meeting of KVS National Sports Control Board held on 12.07.2013 have been circulated vide letter dated 01.08.2013 to all members. Since no comments have been received, the minutes may be confirmed (see Annexure - I).</p>	<p>Minutes were confirmed.</p>
2	<p>Action Taken Report on the decision taken in the last meeting.</p> <p>The 44th KVS National Sports Meet – 2013 was held in Guwahati and Delhi Region (for Girls) from 19th to 23rd October, 2013 and in Chennai and Chandigarh Region (for boys) 20th to 25th October, 2013 & 22nd to 28th October, 2013 respectively as per decision taken in the last meeting. Nearly 3000 Girls participated in KVS National Sports Meet-2013 at Guwahati Region while as 4300 & 1700 Boys participated at Chandigarh and Chennai Region respectively. The Inter-KV Tournaments were also held in six events as per the decision taken in the last meeting. The expenditure statement for conduct of 44th National Sports Meet – 2013 has not been received from the host regions (excluding Chennai).</p>	<p>The host Regions concerned were asked to submit expenditure statements within 03 months after completion of the National Sports Meet for all events in future.</p>

3.	<p>Review of decision regarding Under-14 Tournaments.</p> <p>The decision to eliminate Under-14 age group events from 44th KVS National Sports Meet-2014 was taken in the last meeting. The decision was taken to avoid overcrowding at the National venues especially on the basis of experience of 43rd KVS National Sports Meet-2012 when nearly 10,000 Boys and 6,000 Girls reported at National Sports Meet at Lucknow and Mumbai respectively. However, subsequent to this decision various stake holders raised the issue and have approached KVS for inclusion of under-14 events. The Board may review and decide please.</p>	<p>The Board discussed the issue in detail and decided that it will not be feasible to restore U-14 age group tournaments in National Sports Meet.</p>
4.	<p>45th KVS National Sports Meet – 2015.</p> <p>A detailed guidelines for conduct of 44th KVS National Sports Meet-2013 has been issued vide letter No.F.11035 5/ 01/ 2013/ KVS(HQ)/ Sports/ NSM-2013 dated 30.08.2013 (see Annexure – II). The suggestions if any for further improvement may please be discussed in the House, so that similar guidelines can be issued for 45th KVS National Sports Meet-2014.</p> <p>The dates for 45th KVS National Sports Meet-2014 proposed by KVS, Ahmedabad Regions for Girls. The dates are from 14th to 18th October, 2014 and the same may be approved. However, Varanasi Region has declined and Hyderabad Region has expressed its reservation in organizing KVS National Sports Meet-2014 due to Telengana issue. Accordingly, Commissioner, KVS has decided that Delhi and Gurgaon</p>	<p>Board approved and decided to issue similar guidelines for 45th KVS National Sports Meet for 2014. However, 6th position of 44th KVS National Sports Meet – 2013 will be the bench mark for participation in 45th KVS National Sports Meet-2014 for KVS tournaments at National level. The maximum number of participants in an event recommended</p>

	Regions may organize 45 th National Sports Meet-2014 for boys. The Board may discuss and decide, further	however will remain the same as specified (fixed) earlier subject to bench mark.												
5.	<p>Inclusion of Tennis Ball Cricket & Choi Kwang Do in KVS National Sports Meet.</p> <p>The following agencies have approached KVS for inclusion of some more events in KVS National Sports Meet (see Annex - III).</p> <table border="1"> <thead> <tr> <th>Agency</th> <th>Name of event</th> <th>Age group</th> <th>whether SGFI recognition or not</th> </tr> </thead> <tbody> <tr> <td>M/s. CKD Martial Art School, s CO-193, 2nd Floor, Sec-16, Panchkula-134109</td> <td>Choi Kwang Do</td> <td>Not mentioned</td> <td>Yes only for Under-19 B & G</td> </tr> <tr> <td>M/s. Tennis Ball Cricket Federation of India, Sports Point, Near-Post Office, Main Bazar, Gorakhpur, UP – 273001</td> <td>Tennis Ball Cricket</td> <td>Under-16 & 19</td> <td>Yes only for Under-19 B & G</td> </tr> </tbody> </table>	Agency	Name of event	Age group	whether SGFI recognition or not	M/s. CKD Martial Art School, s CO-193, 2 nd Floor, Sec-16, Panchkula-134109	Choi Kwang Do	Not mentioned	Yes only for Under-19 B & G	M/s. Tennis Ball Cricket Federation of India, Sports Point, Near-Post Office, Main Bazar, Gorakhpur, UP – 273001	Tennis Ball Cricket	Under-16 & 19	Yes only for Under-19 B & G	The Board did not approve the proposal.
Agency	Name of event	Age group	whether SGFI recognition or not											
M/s. CKD Martial Art School, s CO-193, 2 nd Floor, Sec-16, Panchkula-134109	Choi Kwang Do	Not mentioned	Yes only for Under-19 B & G											
M/s. Tennis Ball Cricket Federation of India, Sports Point, Near-Post Office, Main Bazar, Gorakhpur, UP – 273001	Tennis Ball Cricket	Under-16 & 19	Yes only for Under-19 B & G											
	<p>It is pertinent to mentioned that at present KVS is organizing tournaments for 23 events (in two to three age groups each).</p> <p>The Board may discuss and decide please.</p>													

<p>6.</p>	<p>Incentives for students who participate in International Events.</p> <p>Some parents and other stake holders have approached KVS for encouraging students who due their individual efforts excel in sports at National and International level. As per existing scheme students who excel at SGFI or KVS National Sports Meet are only awarded cash awards as under:-</p> <table border="1" data-bbox="292 701 1042 1473"> <thead> <tr> <th>Level</th> <th>Cash Prize</th> </tr> </thead> <tbody> <tr> <td>For individual Games</td> <td>Rs.2500/-, Rs.2000/- & Rs.1500/- for winners of first three places at KVS National level</td> </tr> <tr> <td>For team games</td> <td>Rs.500/-, Rs.300/- & Rs.200 each member of team for winners of first three places at KVS National level</td> </tr> <tr> <td>For individual Games (SGFI)</td> <td>Rs.6000/-, Rs.4000/- & Rs.2000/- for winner of Gold Silver and Bronze medals in SGFI</td> </tr> <tr> <td>For team games (SGFI)</td> <td>Rs.1000/-, Rs.750/- & Rs.500/- each member of team who win Gold Silver and Bronze medals in SGFI</td> </tr> </tbody> </table> <p>The Board may discuss and decide please.</p>	Level	Cash Prize	For individual Games	Rs.2500/-, Rs.2000/- & Rs.1500/- for winners of first three places at KVS National level	For team games	Rs.500/-, Rs.300/- & Rs.200 each member of team for winners of first three places at KVS National level	For individual Games (SGFI)	Rs.6000/-, Rs.4000/- & Rs.2000/- for winner of Gold Silver and Bronze medals in SGFI	For team games (SGFI)	Rs.1000/-, Rs.750/- & Rs.500/- each member of team who win Gold Silver and Bronze medals in SGFI	<p>The Board decided to honour students who participate in International events by awarding Rs.25,000/- out of NSCB on case to case basis on the recommendations of the Kendriya Vidyalaya and Regional offices concerned. The Board also decided to honour KV students who excel at National level (selected for Indian team and / or participate in National events) by awarding Rs.20,000/- cash on the case to case basis subject to specific recommendation of KV and RO concerned.</p>
Level	Cash Prize											
For individual Games	Rs.2500/-, Rs.2000/- & Rs.1500/- for winners of first three places at KVS National level											
For team games	Rs.500/-, Rs.300/- & Rs.200 each member of team for winners of first three places at KVS National level											
For individual Games (SGFI)	Rs.6000/-, Rs.4000/- & Rs.2000/- for winner of Gold Silver and Bronze medals in SGFI											
For team games (SGFI)	Rs.1000/-, Rs.750/- & Rs.500/- each member of team who win Gold Silver and Bronze medals in SGFI											
<p>7.</p>	<p>KV premises/playground for use of outsider agencies (commercial use) etc.</p> <p>Some private agencies/association have approached KVS for making use of sports infrastructure like grounds,</p>	<p>The Board decided that two DC's (members of NSCB) may</p>										

	<p>courts etc. available for coaching purpose both KV & non KV students with a provision for charging fee for the services. They have proposed to pay rent/fee to KVS for using this infrastructure and intend to coach KV students at concessional rates, however, they intend to charge fee from others. Besides this, they propose to use these KVS grounds on Saturday, Sunday & Holidays as well.</p> <p>It is proposed to constitute a sub-committee of NSCB to devise and recommend a mechanism for processing such proposals so that necessary approval etc. can be taken from B.O.G. or other authorities of KVS including sponsoring agencies. In the meantime a committee under Chairmanship of Joint Commissioner (Acad.) has been constituted to look into this issue.</p> <p>However, Board may like to discuss.</p>	<p>be coopted as members of already constituted committee under chairmanship of the Joint Commissioner (Acad.)</p>
8	<p>SGFI medalist cash award distribution on time.</p> <p>It has been brought to notice of KVS(HQ) that some of the Host KVS Regions have not distributed Cash Awards to the winner of SGFI or KVS National Sports Meet as per instructions issued vide letter No.F.110350/01/2013-KVS/Sports/NSM-13/ 388-425 dated 30.08.2013 (see Annexure - II). This has resulted in resentment. All concerned are requested to please adhere to the guidelines of KVS.</p>	<p>It was decided that the cash awards for SGFI participants will be given by the parent Regions instead of host Regions from the session 2014-15. This will be incorporated in guidelines for 45th KVS National Sports Meet-2014.</p>

<p>9.</p>	<p>Contribution received from the ROs and for exemption from share to KVS(HQ).</p> <p>Some KVS regions have approached KVS for exemption in contribution to NSCB for various reasons. All concerned are requested to plan sports activities within the available funds at each level viz. KV, Regional level etc. The quality of participation in National Sports Meet need to be stressed to avoid unnecessary expenditure incurred in sending or sponsoring sub-standard teams for participation.</p>	<p>The Regions should avoid seeking exemptions, however, if the same is unavoidable, in that case the proposal should be supported by facts and figures.</p>
<p>10.</p>	<p>Reimbursement of 40% share on adventure activities by KVS(HQ).</p> <p>It is generally observed that KVS regions are not sending complete detailed proposals in prescribed formats for reimbursement of expenditure incurred on "Adventure Activities". All concerned are requested to adhere to prescribed procedure and submit claims in prescribed format only so that same can be reimbursed expeditiously. (see Annexure - IV)</p>	<p>The prescribed formats only will be acceptable.</p>
<p>11.</p>	<p>PET/escorting teachers boarding and lodging arrangements at the Venue.</p> <p>Some escorting PETs, teachers, coaches deputed by Kendriya Vidyalayas have proposed that they should be provided boarding and lodging arrangements at the</p>	<p>The Board approved the proposal, however, the same is to be recorded in the relieving</p>

	<p>venue along with students(players)/participant. However, in that case they may not be allowed to draw or claim any DA for that period.</p> <p>The Board may discuss and decide please.</p>	<p>order of teachers concerned. This will be incorporated in guidelines for 45th KVS National Sports Meet-2014.</p>																												
12.	<p>Complaints against Retired TGT(PHE) involved as a Judges Umpires/ Referee/Members of Selection Committees.</p> <p>Some stake holders have approached KVS and requested that services of some of Retired TGT(PHE) are time and again being utilized at some venues but unfortunately this practice has resulted in unfair means in some cases of selection etc. due to some vested interest.</p> <p>The Board may like to deliberate on this issue and decide please.</p>	<p>The Board decided that such practice of employing retired TGT (PHE) should be stopped henceforth. This will be incorporated in guidelines for 45th KVS National Sports Meet-2014.</p>																												
13.	<p>Inter KV Tournaments</p> <p>KVS has been organizing Inter-KV Tournament in a few games in last three years with the objectives to strengthen the development of sports culture at Vidyalaya level. As per the guideline issued vide letter dated 10/11.12.2013 (see Annexure - V). The Inter-KV Tournaments-2013 in five different events for boys & girls were organized as under:-</p> <table border="1" data-bbox="288 1576 1038 1874"> <thead> <tr> <th colspan="4">For Boys</th> <th colspan="3">For Girls</th> </tr> <tr> <th>S. No.</th> <th>Event</th> <th>Age Group</th> <th>Host KVS Region</th> <th>Event</th> <th>Age Group</th> <th>Host KVS Region</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Hockey</td> <td>Under-19</td> <td>Varanasi</td> <td>Hockey</td> <td>Under-19</td> <td>Bhopal (Lucknow)</td> </tr> <tr> <td>2.</td> <td>Volleyball</td> <td>Under-19</td> <td>Delhi</td> <td>Volleyball</td> <td>Under-19</td> <td>Delhi</td> </tr> </tbody> </table>	For Boys				For Girls			S. No.	Event	Age Group	Host KVS Region	Event	Age Group	Host KVS Region	1.	Hockey	Under-19	Varanasi	Hockey	Under-19	Bhopal (Lucknow)	2.	Volleyball	Under-19	Delhi	Volleyball	Under-19	Delhi	<p>The Board decided not to convene inter - KV-Tournaments from 2014 onwards for academic and other administrative reasons.</p>
For Boys				For Girls																										
S. No.	Event	Age Group	Host KVS Region	Event	Age Group	Host KVS Region																								
1.	Hockey	Under-19	Varanasi	Hockey	Under-19	Bhopal (Lucknow)																								
2.	Volleyball	Under-19	Delhi	Volleyball	Under-19	Delhi																								

	3.	Basket Ball	Under-19	Agra	Basket Ball	Under-19	Lucknow	
	4.	Crick et	Under-19	Patna	Throw Ball	Under-19	Hyderabad	
	5.	Football	Under-19	Kolkata	Kho-Kho	Under-19	Jabalpur	
	<p>(May please see the letter No.F.110350/03/2013/KVS(HQ)/Sports/I-KV dated 11.12.2013 at Annexure - C)</p> <p>The Board may like to review and decide on the modalities for Inter-KV Tournaments to be held in 2014.</p>							
14.	<p>Expenditure for conducting of coaching camp for Regional Teams for participation in KVS National Sports Meet.</p> <p>Some regions have submitted their bills for organizing coaching/Coaching camps of Regional teams to KVS(HQ). It is reiterated that <i>need and</i> expenditure there to for such Regional activities may be decided at RO level. The expenditure has to be met out of Regional Sports Control Board Fund for activities related to Region.</p>							<p>All regions were requested to take a note of this.</p>
15.	<p>Expenditure of KVS National Sports Meet – 2013-14 Hosted by KVS, Regional Offices, Mumbai, Lucknow and Delhi.</p> <p>The expenditure statement for 42nd KVS National Sports Meet-2012 for Boys at Lucknow Region has been settled.</p>							<p>The regions concerned were asked to submit expenditure</p>

	<p>But due to some discrepancies, the expenditure statement for 42nd KVS National Sports Meet-2012(Girls) organized by Mumbai Region was returned vide Letter No.F.110355/01/2011/KVS/Sports/364 dated 22.08.2013 and is still awaited.</p> <p>The expenditure statement for 44th KVS National Sports Meet-2013 is also awaited from respective host regions (except Chennai) viz. Chandigarh and Guwahati.</p> <p>The Board may like to take a view.</p>	statement before 31.07.2014.
16.	<p>Annual Accounts of Sports Control Board- 2013-14.</p> <p>The copy of Annual Accounts for the financial year 2013-14 is placed before the Board for consideration and approval.</p>	The Board took a note and approved the same.
17.	<p>Sports Infrastructure Development.</p> <p>KVS(HQ) vide letter dated 08.03.2013 invited plans for development of state of arts sports infrastructure from all Regional Offices in prescribed formats (see Annexure - VI). The objective was to develop at least one K.V. as a venue (in each game) of national/international standard. The plan was sought well in advance so that proper planning can be done at regional level keeping in view the Region as a whole. But it is unfortunate the spirit of letter dated 8.3.2013 has not been kept in mind and ignored at the time of sending the actual estimates. Thus the basic idea of funding out of N.S.C.B. has been defeated.</p>	The Board decided that proposals as per approved plan of the regions concerned only will be entertained and approved by KVS(HQ) in future. The regions may, if need be, submit revised plans immediately.

Not-with-standing this, in response to the KVS (HQ) letter dated 08.03.2013, 20 Regional Offices submitted their plans (remaining 05 Regional Offices did not submit) in prescribed formats. Summary is given in table below:-

REGION	TOTAL PROJECTS PROPOSED	OUT OF VVN	OUT OF RSCB	OUT OF KVS HQ (NSCB)	Remark
Ahmedabad	46	25	13	08	Submitted Format-I vide RO letter dated 17.05.2013.
Agra	68	57	03	08	Submitted Format-I vide letter dated 28.06.13.
Bangalore	44	17	14	13	Submitted Format-I vide letter dated 09.04.13.
Bhopal	23	NIL	19	04	Submitted Format-I vide letter dated 22/23.04.13
Bhubaneswar	09	NIL	03	06	Submitted Format-I vide letter dated 15.4.13
Chennai	Not submitted	Not submitted	Not submitted	Not submitted	
Chandigarh	34	01	20	13	Submitted Format-I vide letter dated 16.5.13.
Delhi	12	Nil	02	10	Submitted Format-I vide letter dated 31.5.13.
Dehradun	03	NIL	03	NIL	Submitted Format-I vide letter dated 16.5.13.

Thiruvananthapuram	32	02	16	14	Submitted Format-I vide letter dated 29.4.13.
Guwahati	14	03	NIL	08+3=11	Submitted Format-I vide letter dated 21/22.5.13 and 05/10.6.13
Hyderabad	Not submitted	Not submitted	Not submitted	Not submitted	
Jabalpur	30	16	05	09	Submitted Format-I vide letter dated 05/08.7.13.
Jaipur	43	19	nil	24	Submitted Revised Format-I vide letter dated 23.5.13
Jammu	Not submitted	Not submitted	Not submitted	Not submitted	
Kolkata	10	03	07	NIL	Submitted Format-I vide letter dated 18.4.13.
Lucknow	20	06	05	09	Submitted Format-I vide letter dated 25.7.13.
Mumbai	42	02	35	05	Submitted Format-I vide letter dated 04.7.13.
Patna	Not submitted	Not submitted	Not submitted	Not submitted	
Ranchi	13	13	NIL	NIL	Submitted Format-I vide letter dated 17.4.13.
Raipur	46	32	08	06	Submitted Format-I vide letter dated 17.05.13.
Silchar	19	08	10	01	Submitted Format-I vide letter dated 17.4.13.
Sirsa/Gurgaon	21	09	06	06	Submitted Format-I vide letter

					dated 15.4.13.
Tinsukia	Not submitted	Not submit ted	Not submitted	Not submitted	
Varanasi	22	09	12	01	Submitted Format-I vide letter dated 30.05.13.

The proposals in respect Identified K.Vs which were expected to be sanctioned by KVS(HQ). The details are as under:

Sl. No.	Region	No. of KVs identified by RO for Sports Infrastructure	No. of Estimates submitted without documents (Incomplete) ##	Re-submitted after completion of all documents	No. of approvals issued by KVS (HQ).	Under process at KVS(HQ) for sanction	Remarks
1	AHMEDABAD	8	11	4	4	0	
2	AGRA	8	2	0	0	0	
3	BANGALORE	13	6	2	2	0	
4	BHUBNESWAR	6	10	0	0	0	
5	BHOPAL	4	3	0	0	0	
6	CHENNAI	0	3	0	0	0	Initial plan not submitted
7	CHANDIGARH	13	4	1	1	0	
8	DELHI	10	22	1	1	0	
9	DEHRADUN	0	5	0	0	0	
10	THIRUVANANTHAPURAM	14	11	9	9	0	
11	GUWAHATI	11	8	1	1	0	
12	HYDERABAD	0	5	1	0	1	Initial plan not submitted
13	JABALPUR	9	3	2	2	0	
14	JAIPUR	24	19	17	17	0	

The instructions will be strictly adhered to so that proposals can be approved expeditiously. Due attention is to be paid by regions concerned to points listed out herein.

15	JAMMU	0	4	2	0	2	Initial plan not submitted
16	KOLKATA	0	1	0	0	0	
17	LUCKNOW	9	2	1	1	0	
18	MUMBAI	5	7	1	1	0	
19	PATNA	0	1	0	0	0	Initial plan not submitted
20	RANCHI	0	0	0	0	0	
21	RAIPUR	6	6	3	3	0	
22	SILCHAR	1	2	0	0	0	
23	SIRSA/GURGAON	6	2	1	1	0	
24	TINSUKIA	0	0	0	0	0	Initial plan not submitted
5	VARANSI	1	1	1	1	0	
	TOTAL	148	138	47	44	3	

From the table to above it may please be noted that only 47 proposals were found complete in all respects and approvals could be accorded after a lot of correspondence with the Regional Offices concerned. The discrepancies found in general were as under:

##

1. Estimates for construction were sent without required documents as prescribed in KVS(HQ) letter No. F.110357/01/2011-KVS(HQ)/Sports/dated 06.11.2012 (See Annexure - VII).
2. Details of existing facilities were not provided.
3. Lay out plan of the Vidyalaya campus with proposed site is generally not provided by RO/KVs.
4. The recommendations of RO/DC concerned were not found in most of the cases, but instead the R.Os simply forwarded the proposals.
5. In a few cases a check on the kind of facility and number of such facilities already available in the Region was not made at RO level.

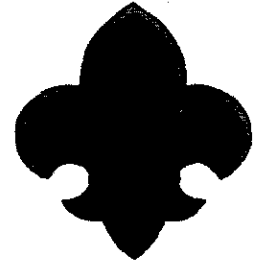
	<p>6. In spite of returning a few proposals with above observations, the ROs kept on forwarding other proposals without proper scrutiny and adherence to the prescribed check list or instructions conveyed by KVS(HQ).</p> <p>It is therefore earnestly requested that due attention may be paid at RO and KV level and check list may be followed strictly (specifically requirements as above) so that approval/sanction can be issued expeditiously. Further, Regional Offices are also requested to settle the accounts within the prescribed time limit as specified in Sanction Orders of the projects.</p>																
18.	<p>Major Sports Infrastructure Projects costing more than Rs.1.00 Crore.</p> <p>KVS (HQ) has received a number of Major Sports Infrastructure development projects costing nearly Rs.1.00 Crore and above. Keeping in view, the nature of these major projects which include facilities like Indoor Stadium Swimming Pool, Fields with Astroturf etc., the matter was discussed in in-house meeting under the Chairmanship of the Addl. Commissioner (Acad.) and Executive Engineer (Works Branch, KVS(HQ) on 20.01.2014. The In-house committee has decided that such major projects will be considered, if accompanied by the following recommendations of the Deputy Commissioner of the region:</p> <ol style="list-style-type: none"> 1. that there is a need for such a facility in his/her region. 2. that there will be optimum utilization of such major sports projects. 3. that the maintenance of the facility will also be ensured after the commissioning of the sports infrastructure development projects. <p>(Letter issued on 05.02.2014 – see Annexure - VIII) Further attention is invited to KVS (HQ) letter No. 11021/2/ 2010-KVSHQ(Sports) dated 13/16.09.2010 regarding delegation of powers (see Annexure - IX). The delegated powers assigned by NSCB are as under:</p>	<p>The Board raised the limit to various authorities as under.</p> <table border="1" data-bbox="1077 1070 1484 1736"> <thead> <tr> <th>Sl. No.</th> <th>Name of Post</th> <th>Revised power up to</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Asstt. Commissioner (now D.C.), RO</td> <td>Rs.20.00 lacs</td> </tr> <tr> <td>2.</td> <td>Vice-Chairman, NSCB/ Addl. Commissioner (Acad.)</td> <td>Rs.40.00 lacs</td> </tr> <tr> <td>3.</td> <td>Chairman, NSCB/ Commissioner</td> <td>Rs.2.00 crore.</td> </tr> <tr> <td>4.</td> <td>N.S.C.B</td> <td>Above Rs.2.00 crore</td> </tr> </tbody> </table>	Sl. No.	Name of Post	Revised power up to	1.	Asstt. Commissioner (now D.C.), RO	Rs.20.00 lacs	2.	Vice-Chairman, NSCB/ Addl. Commissioner (Acad.)	Rs.40.00 lacs	3.	Chairman, NSCB/ Commissioner	Rs.2.00 crore.	4.	N.S.C.B	Above Rs.2.00 crore
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4.	N.S.C.B	Above Rs.2.00 crore															

Sl. No.	Name of Post	Revised power up to	
1.	Asstt. Commissioner (now D.C.), RO	Rs.10.00 lacs	
2.	Vice- Chairman, NSCB/ Addl. Commissioner (Acad.)	Rs.20.00 lacs	
3.	Chairman, NSCB/ Commissioner	Rs.1.00 crore.	
4.	N.S.C.B	Above Rs.1.00 crore	
<p>One such project costing Rs.1,06,84,000.00 in respect of K.V., Payyanur (Ernakulam/now Thiruvananthapuram Region) has been found complete and was approved by worthy Chairman, NSCB (Commissioner, KVS). The Board may take a note please.</p> <p>However, KVS (HQ) has received projects costing up to Rs.5.00 crore and hence, the Board may discuss the issue and may raise the ceiling for authorities specified in table above.</p>			
19.	<p>Review of inflow of funds to RSCB & NSCB.</p> <p>The fund position in RSCB & NSCB is as under as on 01.04.2014 as per Annual Account for the year 2013-14 is placed before Board for information.</p>		<p>The review was taken by the Board. All concerned were requested to remit contribution to NSCB in time.</p>
20.	<p>Venue for KVS National Sports Meet – 2014-15.</p> <p>This issue may be discussed and venue may be decided for 46th KVS National Sports Meet – 2015.</p>		<p>The venue for 46th KVS NSM-2015 will be Jaipur Region for Boys and Agra Region for Girls.</p>

21.	<p>SGFI Sports Calendar – 2014-15</p> <p>The SGFI calendar has not been received from SGFI so far.</p>	<p>The Calendar will be circulated as & when received from SGFI.</p>
22.	<p>Any other item with the permission of the Chair.</p>	<p>(i) The issue of grading players by SAI etc. for purpose of various concessions available to sports persons was discussed. It was decided the Deputy Commissioner's concerned (Jammu Region) will apprise KVS(HQ) about details so that issue can be taken up the authority concerned at KVS(HQ) level.</p> <p>(ii) Based on the deliberation held during the Annual meeting of SGFI (held at Srinagar on 14-15 June, 2014) Additional Commissioner (Acad.) informed that KVS should also organize some of the SGFI's annual sports. Accordingly, it was decided that KVS may organize Handball and Throw ball tournaments of SGFI during the year 2014-15, as discussed in annual meeting of SGFI at Srinagar.</p>

KVS

BHARAT SCOUT & GUIDE



KVS State Association of Bharat Scouts & Guides

STATE COUNCIL MEETING

MINUTES OF THE MEETING

**HELD ON
24-06-2014**

VENUE

INDIA HABITAT CENTRE

LODHI ROAD, NEW DELHI – 110003

Minutes of Meeting of the State Council of KVS BS&G

The Meeting of State Council of KVS State BS&G was held on 24.06.2014 at 4.00 PM in the Conference Hall of the India Habitat Centre, New Delhi. The Meeting was attended by following members-

S. No.	Name & Designation of officer	Post in KVS State Association
1.	Shri Avinash Dikshit, IDAS, Commissioner, KVS	State Chief Commissioner
2.	Shri Dinesh Kumar, Additional Commissioner (Acad.),KVS	State Commissioner (Scout)
3.	Dr. (Smt.) V. Vijayalakshmi, Joint Commissioner (Acad),KVS	State Commissioner (Guide)
4.	Shri M. Arumugam ,Joint Commissioner (Finance),KVS	State Treasurer
5.	Shri P Dev Kumar, Deputy Commissioner RO Ahmedabad	Member
6.	Shri Jaideep Das, Deputy Commissioner, R.O. Agra	Member
7.	Shri Isampal ,Deputy Commissioner, R.O., Bhopal	Member
8.	Ms. H.K. Sanhotra, Deputy Commissioner, R.O. , Jabalpur	Member
9.	Ms. R. Kalavathi, Deputy Commissioner, R.O., Hyderabad	Member
10.	Shri M.S. Chauhan ,Deputy Commissioner, R.O. Patna	Member
11.	Shri N.R. Murali ,Deputy Commissioner, R.O. , Kolkata	Member
12.	Shri S.K. Verma, Deputy Commissioner, R.O, Delhi	Member
13.	Shri Ranvir Singh, Deputy Commissioner, R.O, Ernakulam	Member
14.	Shri K.J. Subba ,Deputy Commissioner, R.O, Guwahati	Member
15.	Shri S.M. Saleem,Deputy Commissioner, R.O., Chennai	Member
16.	Shri V.K. Srivastava, Deputy Commissioner,R.O. , Mumbai	Member
17.	Shri J.M. Rawat, Deputy Commissioner, R.O., Jaipur	Member
18.	Shri A.V.Jagannadha Rao,Deputy Commissioner, R.O., Jammu	Member
19.	Shri P.R.L.Gupta, Deputy Commissioner, R.O., Bangalru	Member
20.	Smt. Santosh Mirdha, Deputy Commissioner, R.O. , Lucknow	Member
21.	Smt. L. Chari, Deputy Commissioner, R.O., Bhubaneswar	Member
22.	Shri M.P.Mahajan, Deputy Commissioner, R.O., Chandigarh	Member
23.	Shri S.S. Rawat, Deputy Commissioner, R.O., Raipur	Member
24.	Shri D. Mannivannan, Deputy Commissioner, R.O., Ranchi	Member
25.	Shri Somit Srivastava, Deputy Commissioner, R.O., Silchar	Member
26.	Shri C. Mani, Deputy Commissioner, R.O., Gurgaon	Member
27.	Shri Ajay Pant, Deputy Commissioner, R.O., Tinsukia	Member
28.	Shri P.V. Sai Rangarao, Deputy Commissioner, R.O. Varanasi	Member
29.	Smt. Priya Thakur, Deputy Commissioner, R.O. Dehradun	Member
30.	Shri Y. Arun Kumar, Assistant Commissioner (Acad), KVS(HQ)	State Secretary
31.	Sh. S.S.H. Zaidi, SOC(S), KVS State BS&G	Member

32.	Sh. Sanjeev Trivedi, STC(S), KVS State BS&G	Member
33.	Dr (Smt.) Vimla Verma, SOC(G),KVS State BS&G	Member
34.	Ms. Manjuli Sharma, STC(G),KVS State BS&G	Member

SPECIAL INVITEES

01.	Dr Shachi Kant, Joint Commissioner (Training)KVS
02.	Dr. E. Prabhakar,Joint Commissioner(Pers.) KVS
03.	Sh.P.K.Koul , Deputy Commissioner (Acad-II)KVS(HQ)
04.	Sh.Nagendra Goyal,Deputy Commissioner (Acad-I)KVS(HQ)
05.	Shri S. Selvaraj, Director, ZIET, Mysore
06.	Ms. Chandana Mandal, Director, ZIET, Mumbai
07.	Shri E.T. Arasu, Director, ZIET, Gwalior
08.	Smt. A.P. Bhalla, Diretor, ZIET, Chandigarh
09.	Smt. Usha Ashwathlyer, Director, ZIET, Bhubaneswar
10.	Shri M.Muthushivam, Assistant Commissioner (Finance), KVS (HQ)

The Meeting began with the formal welcome by Dr. (Mrs.) V. Vijayalakshmi, State Commissioner (G) & Joint Commissioner (Acad.), KVS, New Delhi. She welcomed Sh. Avinash Dikshit, State Chief Commissioner and Commissioner KVS, New Delhi and all other dignitaries present on the occasion and thereafter she read out the agenda points for discussion.

- Confirmation of the minutes of the last meeting held on 12.07.2013-** Since, no comments were received , the minutes of the last meeting of KVS State Council of BS&G held on 12.07.2013 were confirmed by the members.
- Action Taken on decisions of the last meeting-** Action taken report was presented before the house and it was stated that all the decisions of the last meeting held on 12.07.2013 were implemented , except the following two points-

S.N	Agenda Point No	Gist of Item	Action Taken
1.	04	Scout /Guide Camp Site /Training Centre at Regional Level	Under Process
2.	06	State Level Basic Course	Under Process

Annual Report for the year 2013 – 14– The Annual Report of the year 2013-14 was presented before the house. It was stated that the KVS State BS&G conducted a number of programmes at various levels during year 2013-14. A detailed report was tabled before the house the details of which are given here below-

(I) State level :-

- a) All KVs registered / re-registered their Groups with the KVS State BS&G (except newly opened KVs).
- b) KVs/Groups of KVS BS&G organized training camps of Scouts/ Guides and Cubs/ Bulbuls for Pravesh/ Pratham Sopan/ Komal Pankh/Rajat Pankh/Pratham Charan/Dwitiya Charan etc at Vidyalaya level.
- c) Dwitiya / Tritiya Sopan Testing Camps for Scouts/ Guides were organised at District / Divisional levels. The Cubs/ bulbuls advancement programme and Utsav were also organised at District/Divisional level.
- d) Pre-Rajya Puraskar testing camp was conducted in every region to select Scouts/Guides, as per the quota allotted, to participate in the Zonal level Rajya Puraskar Testing Camp-2013. In all 1711 Scouts and 1439 Guides were recommended for the Rajya Puraskar Award-2013.
- e) KVS State BS&G conducted Trainers Meet at KV 39 GTC Varanasi on 29.10.2013 & 30.10.2013.
- f) Divisions of KVS State BS&G Organised Basic/ Advanced Training courses for SMs/ GCs/CMs/FLs as per their need. The course wise detail is as mentioned below –

Sl.No.	COURSE NAME	FLOCK LEADER	GUIDE CAPTAIN	CUB MASTER	SCOUT MASTER
1	No of BASIC Course	08	11	11	22
2	No of Advanced Course	02	10	03	11

S.No.	Name of Course	Flock Leader	Guide Captain	CUB MASTER	Scout Master
1	No. of Teachers attended Basic Courses	112	308	218	580
2	No. of Teachers attended Advanced Course	-----	143	59	227

- g) Most of the Vidyalayas celebrated all the important events and days i.e. Thinking Day, BS&G Flag Day, World Health Day and Human Rights Day etc during 2013-2014.

CENSUS OF SCOUT WING FOR THE YEAR 2013-14

Sl. No.	No. of Cub Units	No. of Cubs	No. of Scout Units	No. of Scouts
1	1705	47183	1874	75284

CENSUS OF GUIDE WING FOR THE YEAR 2013-14

Sl. No.	No. of Bulbul Units	No. of Bulbuls	No. of Guides Units	No. of Guides
1	1444	37489	1346	44896

CENSUS OF UNIT LEADER FOR THE YEAR 2013-14

Sl.No.	Details of Unit Leaders	Cub Section	Scout Section	Bulbul Section	Guide Section
1.	No. of Unit Leaders	1289	3184	1129	1977
2.	No. of ALTs	NIL	26	NIL	17
3.	No. of LTs	01	12	NIL	08

(II) National Events :-

- 229 Scouts and 125 Guides attended Rashtrapati Scout/Guide Award Testing Camp during 2013-2014 in which 160 Scouts & 54 Guides were declared qualified..
- 529 Scout Troops and 336 Guide Companies Registered for the Prime Minister Shield Competition 2013-14.
- 38 Cubs and 33 Bulbuls of KVS State BS&G received Golden Arrow Badge Award in 2013-14.
- LTs/ALTs (23 GW & 10 SW) of KVS assisted in various National level Courses Conducted by Bharat Scouts and Guides National Head Quarters New Delhi.
- Adult Leaders of KVS attended following courses conducted by The Bharat Scouts and Guides National Headquaters New Delhi/National Training Centre Pachmarhi.

S.No.	Name Of Course	Scout Wing	Guide Wing
01.	HWB Course	06	02
02.	Pre-Assistant Leader Course	22	13
03.	Assistant Leader Course	07	05
04.	Leader Trainer Course	02	-----
05.	Re-Orientation Course for Trainers	09	03
06.	District Commissioner Course (Basic)	01	01
07.	Secretaries & Organizers Course	01	02
08.	Signaling Cum First Aid Course	01	02
09.	Warden Cum Quarter Master Course	01	01
10.	Training Counsellors Course	02	02
11.	Handicraft & Vocational Course	02	01
12.	Badge Instructor & Badage Examiner Course	01	-----
13.	Adventure Leader Course	01	01
14.	Handicraft & Vocational Course	01	01
15.	Pioneering Cum Estimation Course	-----	01

f) Birthday of the Founder of the Scouting 'Lord Baden Powell' was celebrated as Thinking Day on 22-02-2014 in all KVs across the country.

(III) International Events :-

- a) Mr Brajesh Kumar, LT(S) of KVS State BS&G assisted the Advanced Course for Adult Leaders at Kabul, Afghanistan from 20th to 26th May 2013.
- b) The KVS State BS&G played host to a delegation of West Yorkshire, UK Scout Group. The Group visited Scouts & Guides Units at KV Sector 8, R.K. Puram, New Delhi.

(IV) Special Achievement:-

- a) On the occasion of Golden Jubilee year celebrations, the KVS State BS&G organised Golden Jubilee State Rally at K.V Gomti Nagar, Lucknow from 27.11.2013 to 30.11.2013 in which 800 Scouts and Guides and 165 Adult Leaders participated.
- b) KVS State BS&G Hyderabad Division collected and sent Rs.3,92,419/- in Prime Minister Relief Fund for Char Dham Victims of Uttarakhand.
- c) Dr (Mrs.) V. Vijayalakshmi, Joint Commissioner(Acad), KVS & State Commissioner(Guides) KVS State BS&G has been appointed as the Chief Commissioner (Guides), BS&G National Headquarters New Delhi.

3. Election of the State Chief Commissioner & State Treasurer – As per the norms of BS&G, the election process to elect State Chief Commissioner & State Treasurer was conducted by Returning Officer Sh. Y. Arun Kumar , State Secretary ,KVS State BS&G.

(A) Dr Dinesh Kumar, State Commissioner (Scouts) & Additional Commissioner (Acad) proposed the Candidature of Shri Avinash Dikshit, Commissioner KVS for the post of State Chief Commissioner, Dr (Smt.) V.Vijayalakshmi, State Commissioner (Guides) & Joint Commissioner (Acad) seconded his name.

Since no other nomination has been received by Returning Officer, thus Shri Avinash Dikshit, Commissioner, KVS has unanimously been declared elected by Returning Officer as State Chief Commissioner of KVS State BS&G.

(B) Mrs Aruna Bhalla, Deputy Commissioner & Director, ZIET Chandigarh proposed the Candidature of Shri M.Arumugam, Joint Commissioner (Finance), KVS for the post of State Treasurer , Shri S.K.Verma, Deputy Commissioner , KVS RO Delhi, seconded his name.

Since no other nomination has been received by Returning Officer, thus Shri M.Arumugam, Joint Commissioner, KVS has unanimously been declared elected by Returning Officer as State Treasurer of KVS State BS&G.

4. Zonal Level Cub Master / Flock Leader Basic & Advanced Courses – It has been observed that Cub & Bulbul sections in KVS State have not progressed well. One main reason for this weakness is the lack of trainers. KVS does not have any trainer for these sections except one LT (C) who is due for retirement. Therefore, it was proposed and decided unanimously to conduct CM / FL Basic and Advanced courses at Zonal level and invite Officials from other States to conduct these courses.

5. KVS State Level HWB Course for Cub Master/Scout Master/Guide Captains/Flock Leaders

Till recently the Himalaya Wood Badge Courses were conducted by the Bharat Scouts and Guides, National Training Centre, Pachmarhi but now the decision has been taken in the National Executive Meeting of BS&G that if States are ready to conduct HWB course in their respective States, they may call for applications and seek permission from NTC to conduct the HWB Course in the State. In such cases the Leaders of the Courses will be deputed by the NTC and the rest of the officials will be from KVS State. Therefore, it was decided unanimously to conduct HWB Courses for all four sections during 2014-15 in KVS State. STCs will invite applications from different regions and verify the eligibility of candidates and there after STCs will assess the requirement of No. of HWB courses to be conducted and take initiative to organise them with the permission of NTC.

6. Meeting of ASOCs- It is a matter of great concern that the required information, reports and registration money etc . do not reach the State Office in time. Since 2013-14, in every region, post of one ASOC (S) and one ASOC (G) has been sanctioned. These ASOCs are supposed to be LT / ALT /Pre-ALT in their respective sections. At least one of these ASOCs should have been attached to respective Regional Offices to look after the work related to Scouting. It has been noticed that there are discrepancies in filling up Rashtrapati Award Registration Forms and also regarding PM Shield work. Therefore, it was decided and approved by the house to conduct a meeting of ASOCs who are attached in Regional office in the month of August / September 2014 for two days to deal with these subjects and other related work. STC s / SOCs both wing may be deputed to conduct the course.

7. Starting of Cub – Bulbul activities from Class II instead of Class III- Age to join as Cub - Bulbul is 5 years . At present in KVS State, Cub-Bulbul activities are started when a student is in Class III (7-8 years), therefore, it was proposed that these activities may be started from Class II onwards, so that students will have sufficient time to complete the Golden Arrow award. The Proposal was accepted.

8. Participation in the National Jamboree and the Pre-Jamboree Rally-The XVII National Jamboree of the Bharat Scouts and Guides is scheduled to be held from 6th to 12th Nov 2014 at Jaipur. The National Jamboree is organized once in every four years. Though it is called National Jamboree, it is International in nature, because many Asia Pacific Countries participate in it. In the past these National Jamborees were inaugurated by the President or the Prime Minister of India / other higher Dignitaries. Thus, it is a very important and prestigious event. A quota of 280 Scouts, 280 Guides, 70 Escort Teachers, 02 Contingent Leaders and 02 Quarter Masters (Total 634) has been allotted to the KVS State for participation in the National Jamboree. Therefore, it was decided unanimously to conduct a Pre-Jamboree at KV No 1 Jaipur. The purpose of the Pre-

Jamboree is to prepare the Contingent of the KVS State for the competitions during the National Jamboree. A separate meeting of all concerned officials will be called to plan extensively for the Pre-Jamboree and National Jamboree. The Dy. Commissioner, KVS Jaipur Region was requested to make all necessary arrangements for the successful organization of the Pre-Jamboree and participation of KVS Contingent in the XVII National Jamboree.

9. **Expenditure for Divisional Rally, Pre-Jamboree & National Jamboree** - All expenditure for the Divisional Rally should be borne by the RO concerned from their Divisional Association Fund. Expenditure for the Pre-Jamboree & the XVII National Jamboree should be borne initially by KVS (RO) Jaipur and later, be reimbursed from KVS (HQ) BS&G fund. The proposal was accepted

10. **Track suits to all participants of Jamboree** – It was proposed that Track Suits, Shoes, Bag, Scarf & woggle, Pre-Jamboree Diary, ID Card etc be provided to all participants of Pre-Jamboree & National Jamboree. This would give the KVS Contingent a different and new look. The entire expenditure to procure track suits etc. initially would be borne by KVS RO, Jaipur (by following proper purchase procedure) and reimbursed from KVS State BS&G Fund, KVS HQs New Delhi after submission of bills. An amount of Rs. 1500=00 (Rs. One thousand five hundred only) per participant has been fixed for this purpose. The Proposal was accepted

11. **Minimum requirement for Regional level Campsite / Equipment Store etc** – As per the decision taken in the last meeting held on 12.07.13, regarding setting up of Regional Campsite, many regions have responded and want to set up an equipment Store and Camp site in their region. Thus, SOCs / STCs have prepared a list of equipments that may be stored in the proposed camp sites. (Annexure-I). Annexure-I was accepted.

12. **Approval of Bye Laws** – The KVS State BS&G has prepared its Bye Laws. A committee was formed to prepare these bye laws, under the Chairmanship of Dr. (Mrs.) V. Vijayalakshmi, Joint Comm. (Acad.) & State Commissioner (G). The committee, after careful deliberations, formed these bye laws. It was submitted before the house for approval. Members, after elaborate discussion, approved these Bye Laws and agreed to forward it to BS&G, NHQ for its approval, so that KVS State could adopt it. The Bye Laws of KVS State BS&G were approved by house to be sent to BS&G, NHQ for its approval.

13. **State and Divisional Awards** – It was proposed to resume State Award in Scouting/Guiding. All members agreed to it. Thus, every year one state award in each section(S/G/C/B) would be given to eligible LTs/ALTs. The Award may be presented along with the KVS Incentive awards so that expenditure on organizing a separate function for State Awards may be curtailed.

Further, Many regions have not started giving Divisional Awards, thus, all Deputy Commissioners were requested to start giving Divisional Level award in scouting (one in each section – S/G/C/B) given to eligible LTs/ALTs/HWBs along with Regional Incentive Awards. It was also proposed to discontinue the District and Unit level Awards in Scouting as it is practically not feasible. State Level Award should be given only to a teacher who is an ALT and above & Divisional Level Award should be given only to teacher who is an HWB Parchment holder and above. **A committee shall be formed to prepare the fresh Guidelines for the State Awards and Divisional Awards.** The proposal was approved.

14. **CCL with DA in lieu of duty performed in Camps/Courses on Holidays-** The matter was discussed but not accepted. Thus, either CCL or DA on duty only can be claimed.

15. **Activity calendar for the year 2014-15** – Scouting & Guiding activities are conducted throughout the year. Hence, an activity calendar for the year 2014-15 is prepared for proper implementation of scouting activities, so that individual progress of a Scout / Guide is not hampered. It is also necessary for the uniformity of programme in all regions of KVS. (Annexure-II).The activity Calendar was approved.

16. **Any other points with the permission of the chair-** With the permission of the Chair the following agenda points were taken up for discussion and decisions were arrived upon.

(I) **Two days Introductory Course in Scouting at NTC, Pachmarhi for Dy. Commissioners of all Regions:** – The proposal was mooted by Dr. (Mrs.) V. Vijayalakshmi, Joint Comm. (Acad.) & State Commissioner (G). The purpose of such course is to apprise all Dy. Commissioners about the working of Scouting Movement and activities of National Adventure Institute, Pachmarhi. The proposal was accepted,

(II) **Enhancement of Phone Allowance from Rs. 500/- to Rs. 1000/- to STCs & SOCs:** – Looking into the communication involved with all 25 regions of KVS, the phone allowance to STCs / SOCs was enhanced from Rs. 500=00 per month to Rs. 1000=00 per month and approved by the house.

Constitution of New Office bearers of KVS State Association of BS&G

The office bearers of KVS State Association of BS&G, for the term 2014-17, were unanimously selected. . Though the tenure is for a period of 3 years, it may please be noted that the State Chief Commissioner may amend the list as and when deemed necessary.

The list is as given below-

S.No	Name, designation and address of the Official	Post held in State Association
1.	SHRI AVINASH DIKSHIT, COMMISSIONER KVS	State Chief Commissioner
2.	DR. DINESH KUMAR, ADDITIONAL COMMISSIONER (ACAD) KVS	State Commissioner (S)
3.	Dr. (Smt.) V. VIJAYALAKSHMI, Jt. COMMISSIONER (ACAD) KVS	State Commissioner (G)
4.	Sh. M. ARUMUGAM, Jt. COMMISSIONER (FIN) KVS	State Treasurer
5.	Sh. Y ARUN KUMAR, AC (ACAD.) KVS HQ	State Secretary
6.	Mrs. Meenakshi Vishwanathan T.R, K.V. Coimbatore	Joint State Secretary
7.	Sh. RATTAN SINGH, LT(S)&TGT, KV RAJOKRI, N.D	Assistant State Secretary
8.	Sh. S.S.H. ZAIDI, LT (S), KVS, HQ,	State Organising Commissioner (S)
9.	Dr (Mrs) VIMLA VERMA, LT(G) & TGT(AE), VIGYAN VIHAR, N.D	State Organising Commissioner (G)
10.	Sh. SANJEEV TRIVEDI, LT (S) & YOGA Tr., K.V. LUCKNOW CANTT	State Training Commissioner (S)
11.	Ms MANJULI SHARMA, LT(G) & TGT (ENG), KV IIT ,POWAI	State Training Commissioner (G)
12.	Sh. BRAJESH KUMAR, LT (S), PGT, KV ARUVANGADU	Asstt. State Trg. Commissioner (S)
13.	Mrs M.V.N.K JYOTHI, LT (G), KV NPA HYDERABAD	Asstt. State Trg. Commissioner (G)
14.	Mr. B.P. SINGH, LT (S) & PRT, KV No-1 JAIPUR	Head Quarter Commissioner (S)
15.	Ms MARY KERKETTA, TGT(S.St.), K.V. MISA CANTT.	Head Quarter Commissioner (G)

ANNEXURES

Annexure-1

MINIMUM REQUIREMENTS FOR REGIONAL LEVEL CAMPSITE / EQUIPMENT STORE

- 1) Sufficient Space for board & lodging and activities with all basic needs.
- 2) Platform base structure to be constructed
 - i) Number of Platforms required → 10 to 18
 - ii) Size / base → 12' x 12'
 - iii) Tent Size → 12' x 12'
 - iv) No of tents with accessories → 10 – 18
- 3) Flag Poles 2 – 3. {Size of the pole 20-22 feet}
- 4) Literature related to Scouting & Guiding, Flags, Proficiency Badges, ropes of different types, bamboos/ staves, stationary, First Aid Kit etc. as per the need.

Annexure-2

ANNUAL PROGRAMME (ACTIVITY CALENDAR)

It is approved that every region will organize, every year the following camps for S/G/C/B at suitable time along with their own approved Plan:-

S. No	Standard & Stage	Camp Level	Minimum Duration of Work	Preferable Timing (month)	Duration of Testing Camp	Remarks
1.	Recruit	Vidyalaya	-	APRIL TO JULY	N/A	Registration of the Boy / Girl in the Unit
2.	Pravesh	Vidyalaya	03 Months	NOV - DEC	N/A	3 months after Joining the unit as Recruit
3.	Investiture	Vidyalaya	One Troop/ Company Meeting	NOV - DEC	N/A	1 or 2 days after Pravesh
4.	Pratham Sopan	Vidyalaya	06 Months	JULY - AUG	N/A	After 6 months from date of Investiture
5.	Dwitiya Sopan Testing Camp	Cluster Level/ Local Association	09 Months	JUNE - JULY	02 days	After 9 months from Pratham Sopan Passing date

6.	Tritiya Sopan Testing Camp	District / Regional	09 Months	APRIL - JUNE	03 days	After 9 months from Dwitiya Sopan Passing date
7.	Pre- Rajya Puraskar Testing Camp	Regional	-----	April	03 days	S/G eligible for Rajya Puraskar Camp
8.	The Rajya Puraskar Testing Camp	Zonal	09 Months	APRIL	05 days	After 9 months from Tritiya Sopan Passing date
9.	Preparatory Camp for Rashtrapati Puraskar Test.	Regional	-----	Before Rashtrapati Camp	03 days	Conducted by experienced and competent SM / GC of concerned region
10.	Rashtrapati S/G Test	Conducted by NHQ	12 Months	Schedule prepared by NHQ	05 days	After 01 year from Rajya Puraskar Passing date

CUB – BULBUL SECTION-

1.	Recruit	Vidyalaya	-	APRIL - JULY	N/A	Registration of the Boy / Girl in the Unit
2.	Pravesh	Vidyalaya	03 Months	NOV - DEC	N/A	3 months after Joining the unit as Recruit
3.	Investiture	Vidyalaya	One Pack/ Crew Meeting	NOV - DEC	N/A	1 or 2 days after Pravesh
4.	Pratham Charan / Komal PANKH	Vidyalaya	03 Months	APRIL - MAY	N/A	After 3 months from date of Investiture
5.	Dwitiya Charan / Rajat Pankh	Vidyalaya	03 Months	OCT – NOV.	N/A	After 3 months from date of PC / KP
6.	Tritiya Charan/ SwarnPankh	Vidyalaya Level	09 Months	SEP - OCT	N/A	After 9 months from date of DC R.Pankh

7.	Chaturth Charan/ Heerak Pankh	District level	09 Months	OCT - NOV	02 days	After 9 months from date of TC / S. Pankh
8.	Golden Arrow Award Camp/Cub Bulbul Utsav	Regional Level	Chaturth Charan /Heerak Pankh+Should have required Pro. Badges	Nov	03 days	Under the Supervision of ASOC/SOC of concerned wing

Adult Training Programme-

S.No	Programmes	Remarks
1	Basic & Advanced Courses/ Divisional Meet	As per convenience of the Divisions
2	HWB Course	As per NTC Schedule
3	Pre-ALT, ALT & LT Courses	As per NTC Schedule
4	Special Courses	As per NTC Schedule

Celebration of Days

The Calendar of Proposed Days to be celebrated during 2013- 14 in every region at various levels.

S No.	Day of Celebration	Date
1	International Day against Drug Abuse & Illicit Trafficking	26 th June
2	World Forest Day	30 th June
3	World Population Day	11 th July
4	Sudbhaawana Diwas	20 th August
5	Teachers Day	05 th September

6	World Literacy Day	8 th September
7	Pachmarhi Day	10 th September
8	International Day Peace	16 th September
9	International Day of Elderly Persons	1 st October
10	Anti Leprosy Day	2 nd October
11	World habitat Day	2 nd October
12	International Day & Flag Day	11 th October
13	JOTA/JOTI	21 th & 22 nd October
14	BS&G Foundation Day & Flag Day	7 th October
15	World AIDS Day	1 st December
16	International Day For Disabled Persons	3 rd December
17	Human Rights Day	10 th December
18	KVS Foundation Day	15 th December
19	Youth Day / Thinking Day	22 nd February
20	International Women's Day	8 th March

The Annual Account of KVS State BS&G for the year 2013-14 will presented on behalf of the Treasurer, KVS State BS&G by Assistant Commissioner (Finance) KVS.

MEETING ENDED WITH THANKS