

**PROCEEDINGS OF THE STATE PROJECT DIRECTOR, RAJIV
VIDYA MISSION(SSA), ANDHRA PRADESH, HYDERABAD**

Present: Smt. V. Usha Rani, IAS.,

Proc. Rc. No. 741/RVM(SSA)/C1/2012,

Dated: 02.07.2013.

Sub : RVM (SSA), A. P., Hyderabad – Pedagogy Wing – Review Meeting with AMOs held on 29th & 30th May, 2013 – Minutes of the Meeting – Monitoring of Schools - Reg

Ref : This office Proc. Rc. No. even, dt: 17.06.2013.

With reference to the subject cited, all the District Educational Officers (DEOs), the Project Officers of RVM (SSA) and the Principals of DIETS in the state are informed that a 2-day review meeting with AMO was conducted and circulated the minutes of the meeting and the action taken points at S. No. 7 the method of monitoring of schools is as follows

Monitoring Officers	Monitoring Personnel	Frequency of review	Review Level	Officers concerned
District Level	DEOs, DIET Staff, DPO Sectorals	Monthly	District	DEO / DPO
Divisional Level	Dy. E.Os DLMTs	Monthly	Divisional	DEO / PO
Mandal Level	MEOs	Monthly	Divisional	DEO / PO
School Complex Level	Complex Head Master, CRPs	Monthly	Divisional / clubbing mandals	Dy.E.O / AMOs
School Level	H.M Teachers	Every Saturday	School Level	Head Master

It is also informed that only a single format (enclosed) has to be used for school monitoring by all the officers. A separate format may be used for CRPs visit (enclosed). The Action Taken Report for the month has to be reached to the State Project Office, on or before 10th of every month from every district.

Therefore, the District Educational Officers, the Project Officers of RVM (SSA) and the Principals of DIETs in the state are requested to the monitoring system and reviews regularly and submit a consolidated report to the State Project Office on or before 10th of every month.

Encl : 1. Formats (Monitoring format & CRP format)
2. Monitoring structure

M.V. Fayyaz Khan 21/7/2013
For State Project Director.
21/7/13

To

All the District Educational Officers in the State.
All the Project Officers of RVM (SSA) in the State.
All the Principals of DIETs in the State.