(a) Summary:

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- Strengthening of administrative machinery for effective implementation of policies.

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(b) Officer in Charge:

Dr. Celsa Pinto
Director of Education and ex-officio Joint Secretary (School Education)

(c) List of Officers Appointed As State Information Officer and Asstt. Public Information Officer under The Right to Information Act, 2005

<table>
<thead>
<tr>
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<th>State Assistant Public Information Officer</th>
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<td>Director of Education</td>
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<tr>
<td>Administration I, II &amp; III</td>
<td>Director (Administration)</td>
<td>1. Assistant Director of Education Administration II. 2. Assistant Director of Education Administration III.</td>
</tr>
<tr>
<td>Academic</td>
<td>Deputy Director of Education (Academic)</td>
<td>Assistant Director of Education (Academic)</td>
</tr>
<tr>
<td>Planning</td>
<td>Assistant Director of Education (Planning)</td>
<td>Head Clerk (Plan)</td>
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<tr>
<td>Vocational</td>
<td>Assistant Director of Education (Vocational)</td>
<td>Vocational Education Officer</td>
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<tr>
<td>Accounts</td>
<td>Joint Director of Accounts</td>
<td>1. Accounts Officer 2. Assistant Accounts Officer</td>
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<tr>
<td>GIA-I</td>
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<tr>
<td>Adult Education</td>
<td>Assistant Director of Education (Adult Education)</td>
<td>Head Clerk (AE)</td>
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<td>Statistics</td>
<td>Statistical Officer</td>
<td>Statistical Assistant</td>
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<tr>
<td>NCERT, Porvorim</td>
<td>Director</td>
<td>Deputy Director</td>
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<tr>
<td>DIET</td>
<td>Principal</td>
<td>Vice-Principal</td>
</tr>
<tr>
<td>Zonal Offices</td>
<td>Dy. Director of Education</td>
<td>Assistant Director</td>
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<tr>
<td>ADEI Offices</td>
<td>A.D.E.I (Administration)</td>
<td>ADEI</td>
</tr>
<tr>
<td>Higher Sec. Schools (Govt. &amp; Govt. Aided)</td>
<td>Principal</td>
<td>Vice-Principal. (In case there is no Vice-Principal senior most Teacher)</td>
</tr>
<tr>
<td>Higher Sec. Schools (Govt. &amp; Govt. Aided)</td>
<td>Headmaster</td>
<td>Senior most Teacher</td>
</tr>
</tbody>
</table>
(d) Schemes

- Mid Day Meal (Std. I – VIII)
- Opportunity Cost for SC / ST Students
- Uniforms, Raincoats and Notebooks
- Free Text Books to students of Std. I – VIII
- Development of Girl’s Education
- Education of Children with Special Needs
- Sarva Shiksha Abhiyan
- Adoption of Government Primary & Middle School
- Infrastructure Loan cum Grant Scheme
- Edunet Scheme
- Incentives to provide Laptop for Teachers
- ICT @ School Scheme
- Computer Literacy Project (V – VII)
- Vocational Education
- School Complex Scheme
- Environmental Education
- Bal Bhavan
- Adult Education
- Non-formal Education
- Scheme for Development of Sanskrit Education
- Bharat Yatra
- Grant for Centenary/ Platinum Celebration
- Grants to Village Education Committees / Urban Education Committees for minor repairs in Government Schools
- Pre-primary Education Scheme
- Pre-Vocational Education Scheme
- Integrated Educational Complexes
(e) **Downloadable documents such as application forms, manuals, etc.**

**NOTE - As detailed in the CD in .pdf format and in the folder entitled downloadable forms**

(f) **Citizen’s Charter**

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3. ADMISSION IN SCHOOLS.

3.1 ADMISSION TO STD. I

The child who has attained the age of five and half years as on 1\textsuperscript{st} June of that academic year, is eligible for admission in Std I in any recognized school. Application in the prescribed form duly signed by the parent/guardian and supported with the birth certificate in original has to be submitted to the Head of Institution. The admission should be sought within 30 days of re-opening of the school. No fees are charged for the admission. Relaxation for late admission up to the month of July for the academic year, is granted by Assistant District Education Inspector (ADEI) of the concerned taluka and thereafter by the Dy. Education Officer of the concerned zone.

The parent/guardian can approach the concerned ADEI or Dy. Education Officer of zone in the event he/she faces any difficulty in seeking admission of a child.
3.2 ADMISSION TO A HIGHER SECONDARY SCHOOL.

A student who has passed Std. X can seek admission in any general stream in a Higher Secondary School by applying in the prescribed form. Application form should be accompanied by (i) one attested copy of statement of marks issued by the Board (ii) Two passport size photographs (iii) School Leaving Certificate (in original) along with one attested copy thereof.

4. LEAVING/CHANGE OF SCHOOL

4.1 WITHIN THE STATE

(i). The parent or guardian of the candidate shall make an application on a plain paper to the Head of the Institution to obtain the School Leaving Certificate.

(ii). The parent or guardian of the candidate shall make an application in the prescribed form to the Head of Institution in which he/she wants to seek admission along with the School Leaving Certificate from the school attended last.

4.2 FROM ANOTHER STATE TO GOA STATE.

(i). The parent or guardian of the candidate shall get the School Leaving Certificate countersigned by the District Education Officer of the State.

(ii). The parent or guardian of the candidate shall make an application in the prescribed form for admission along with the School Leaving Certificate and shall also produce progress card to the Head of Institution.

4.3 SCHOOL LEAVING CERTIFICATE (S.L.C)
(i). The parent/guardian/candidate can file an application on plain paper giving reason for seeking School Leaving Certificate to the Head of Institution.

(ii). The School Leaving Certificate will be issued free of charge. The delay in issuing of School Leaving Certificate without sufficient justification by the Head of Institution could be reported to (a) Asstt. District Education Inspector for Std. I to VII. (b) Dy. Education Officer for Std. VIII to X (c) Asstt. Director of Education (Planning) for Std. XI to XII.

5. INCENTIVES / SCHEMES

5.1 MID DAY MEAL SCHEME

Under this scheme, hot cooked food is provided to children of all Government and Government-aided Primary and Upper Primary School and AIE centers. The food items served to the children are Shira, Vegetable Pulao and Pao Bhaji. At present, Mid Day Meal is provided to about 1,65,000 students in the State.

For the purpose of smooth functioning of the scheme, each Taluka is divided into a cluster of 15-20 schools with a strength of around 500 to 1500 students. Nearly 82 Self Groups prepare and provide hot cooked food in their respective clusters. The rice and wheat required for the Mid Day Meal Scheme is allotted by the Ministry of Human Resource Development, Govt. of India, New Delhi. The quality as well as quantity of rice and wheat is properly checked by the State Nodal Officer. The Govt. has also constituted Steering and Monitoring Committees at State/District/Block/school level to monitor the scheme.

In order to keep a check on the quality, before the distribution of the meal it is first checked by the Head of the Institution, one of the teachers of the school and a P.T.A member. The nutritive value of the meal is checked at random by the Directorate of Food and Drugs Administration, Govt. of Goa and the College of Home Science, Panaji.
5.2 OPPORTUNITY COST FOR SC/ST STUDENTS

The scheme envisages providing an incentive to the wards of Scheduled Caste and Schedule Tribe students for sending their children to school. The incentive is an amount of Rs. 750/- per annum to students in primary section Rs. 1000/- per annum in middle school section, Rs. 1,200/- for secondary level and Rs. 1500 for higher secondary level.

5.3 UNIFORMS, RAINCOATS AND NOTE-BOOKS.

The scheme covers students of Government and Government-aided Primary Schools. All the students of Std. II, III and IV are recipients of notebooks and those of Std. I and II are recipients of raincoats. Uniforms are however supplied only to Government Primary students of Std. I and III.

5.4 FREE TEXT-BOOKS TO STUDENTS OF PRIMARY SCHOOLS:

Free textbooks are provided to students of Std. I to VII of Government and Government aided schools.

5.5 DEVELOPMENT OF GIRLS EDUCATION

The 2001 Population census indicates a gap of about 13% in literacy between males and females. The drop-out rate of girl students as compared to that of boys is also higher. This scheme therefore helps to bridge the gender gap and ensure 100% retention of girl students in schools.

Monetary incentive is awarded to the poor and needy girl students studying in Std. I to VII in rural areas of six talukas, i.e. Sattari, Pernem, Canacona, Quepem, Sanguem and Bicholim. This facility is only for non SC/ST/OBC students, who are studying
in Government schools. The income limit of parents should not exceed Rs.25,000/- per annum. The rate of incentive is Rs.200/- per annum.

5.6 EDUCATION OF CHILDREN WITH SPECIAL NEEDS

The main objective of this scheme is to improve the educational opportunities for children with special needs by way of providing financial assistance to the parents of such children. This scheme has been designed to make children with disabilities independent and earning members of their family so that they need not be a liability of the family.

The financial assistance is given to children with special needs studying in recognised schools from Std. I to XII, who are classified as under:

(i) Mentally Challenged.
(ii) Slow Learner/Learning Disabled.
(iii) Autistic child.
(iv) Hearing & Speech Impaired.
(v) Orthopaedly Handicapped including polio and accident cases
(vi) Visually Impaired.

Under this scheme children with special needs are entitled to financial assistance for:

(i) Grant for books and other stationary per annum Rs. 500/-
(ii) Fixed amount for Uniform per annum Rs. 800/-
(iii) Travelling Allowance per month Rs. 200/-
(iv) Actual expenses on equipment required for facilitating the child’s education upto a maximum of Rs. 5000/- once in 3 years (to be given in the first year.) Rs. 5000/-
(v) Escort allowance of per month subject to attendance of 60% in the month. Rs. 200/-
Both special and regular schools are provided with an incentive of Rs. 300/- per month per child with special needs for more than 60% student attendance or Rs. 200/- for less than 60% attendance but more than 45% attendance, per month per child with special needs.

The Scheme also covers:

(a) Vocational Component.

(b) Resource rooms and resource room teachers.

Applications should be forwarded to the Directorate of Education by the managements of schools.

5.7 SARVA SHIKSHA ABHIYAN

INTRODUCTION:
Sarva Shiksha Abhiyan, a programme with a clear time frame for Universal Elementary Education was launched in the State of Goa during the year 2005 at the instance of Govt. of India, Ministry of Human Resource Development, New Delhi. Sarva Shiksha Abhiyan is an effort to universalize elementary education by community ownership of the school system. It is a response to the demand of quality based elementary education. It also seeks to improve human capabilities in children, through community-owned quality education in a mission mode. It will also create an opportunity for the state to develop its own vision of elementary education and thereby promote social justice through basic education. Sarva Shiksha Abhiyan realizes the importance of early child care and education and looks at 0-14 age as a continuum and aims to allow children to learn about and master their natural environment in a manner that allows the complete harnessing of their human potential, both spiritual and mental.

OBJECTIVES:
(i). To ensure free and compulsory education for all children of the age 6-14 years.

(ii). To achieve the goal of universalization of Elementary Education through a time bound integrated approach.

(iii). To change the face of elementary education system of the state and aim to provide useful and quality elementary education to all children in the 6 to 14 age group by 2010.

(iv). To provide community owned quality elementary education in a mission mode.

(v). To bridge all social and gender gaps.

(vi). To modify the education system so as to serve the goal of women’s equality and empowerment.

(vii). To provide equal educational opportunity to children belonging to the Scheduled caste, Scheduled Tribe and other weaker sections of the society.

(viii). To lay social emphasis on culture and communication, science and environment and incalculation of a sense of social justice.

Under this scheme grants are provided for:

1) Setting up schools/Alternate Schools.

2) Salaries of teachers to convert single teacher schools into two teacher schools.

3) Teacher training

4) Civil works: classrooms, toilets, electricity, water supply, compound walls.

5) School, Teacher and Maintenance Grants

6) Audio-visual Equipments

7) Innovative Activities

8) Integrated Education for the Disabled.

9) Out of School Children

10) Cluster and Block Resource Centres

11) Research, Monitoring and Evaluation
5.8 ADOPTION OF GOVERNMENT PRIMARY AND MIDDLE SCHOOLS

(1) INTRODUCTION

It is observed that the enrolment in Government Primary Schools and Middle Schools is gradually dropping and in many areas these schools are on the verge of closure due to the following factors, namely:-

(a) Quality of education and instruction being imparted,
(b) Management by the teachers of the schools,
(c) General perception of the people that private aided schools are better, and impart quality education,
(d) There are many pre-primary institutions in English medium and this generates an attraction towards English medium schools at the primary level.

(2) OBJECTIVES:

The objectives of the Scheme are as follows:-

(1) To provide for better academic and administrative management of Govt. Primary and Middle Schools;
(2) To support existing Government Primary and Middle Schools to come out from current low enrollment and closure trap;
(3) To promote healthy and conducive academic environment for the all-round growth of primary students; and
(4) To provide for the demand of Aided High Schools having no primary section, by entrusting Government Primary and Middle Schools in their care.

(3) ELIGIBILITY CONDITIONS
(1) Those Government Aided Institutions / Managements/ Private Managements/ Societies, etc. which are interested in adopting any Government Primary School and Middle School should have-

(a) At least 05 (five) years of prior experience in managing an Educational Institution;

(b) Independent financial capabilities to run and maintain such adopted schools and also the capability to impart primary education.

(c) Not defaulted and misappropriated any grant/aid/fund received from the Directorate of Education/ Government on any previous occasions.

(2) Those Government Primary Schools and Middle Schools, having very low enrollment i.e. less than 20 students, will be selected for adoption. However, in exceptional cases, schools with higher student strength can also be considered.

(3) Those Government Primary Schools and Middle schools which a radial distance and geographical vicinity of 03 kilometers of the adoptee Management/Institutions/ High Schools shall be considered for adoption. However, in exceptional cases of good adoptee High Schools/ Institutions this criterion can be relaxed.

(4) The classes in these schools shall be conducted as per the curriculum decided by the Goa Board of Secondary and Higher Secondary Education, Porvorim/ Directorate of Education, and no deviation in curricula, etc. shall be allowed.

(4) GENERAL CONDITIONS

(1) The Directorate of Education shall invite applications from the interested Managements/Institutions by advertising the said scheme in local newspapers. The schedule for recipients of application, scrutiny and conveying approval, will be completed with a period of 30 days. The applicants should clearly specify the reasons for adoption and the school for adoption.

(2) Only those applications received from the Management/ Institutions, which fulfill all eligibility conditions as prescribed by Section 4 of the Education Act shall be accepted.
(3) Ordinarily the Management/ Institutions shall be permitted to give 03 (Three) choice of schools, which they intend to adopt. However, more than one school can be allowed for adoption in case where the applicant has a good record. The classes shall be conducted in the same premises of the existing Government Primary/Middle School building which are considered for adoption and no change in premises, for conduct of classes, shall be permitted.

(4) The Management/Institutions which intend to adopt the Government Primary School and Middle Schools, should submit an undertaking, stating therein that

(a) They shall abide by the rules and regulations governing the conduct and Management of such schools.
(b) They shall maintain and conduct minor repairs of the school and keep the school in a clean and tidy condition so as to provide for a healthy learning environment.
(c) They shall regularly pay the respective electricity bill and water supply bills, and rent fixed (wherever applicable). In case of Govt. owned premises, payment of rent is excepted.
(d) They shall abide by all the rules guidelines as per the Goa Education Act, 1984 (Act 15 of 1985) as amended from time to time and rules framed thereunder.
(e) They shall not abandon the school mid- way during the period of adoption and in the event they do so, they shall be liable for any punitive/penal action to be decided by the Government.
(f) They shall not collect any amount from the students in the form of fees/ deposits/ charges.

(5) The managements/ Institutions shall have the opinion to select the Govt. Primary Teacher (s) of their choice, who are posted within the taluka; or else they will have to utilize the services of the Government Primary Teacher (s) posted in respective school. No new teacher (s) shall be allowed to be appointed by the Managements/ Institutions for this purpose. Incase any other Govt. Primary
Teacher(s), is willing to move such a school, the same shall be permitted, subject to, the convenience of the Department and with prior approval of the Director of Education.

(6) The Government Primary Teachers shall be posted in this scheme on deputation basis, they shall for all administrative and academic purpose be under the control of the respective managements. However they shall continue to draw their salaries through the respective Taluka Officer of the Assistant District Educational Inspector and other service matters like that of leave, etc., the same shall be sent through the respective Headmaster of the adoptee Management/Institutions.

(7) The schools shall be run and classes conducted as per the term schedule, decided by the Directorate of Education. The classes either shall be conducted in Konkani or Marathi medium only. No request for change in instructional medium to English or any other language shall be entertained.

(8) The school shall be considered for adoption for an initial minimum period of 04 (four) years. This period shall be extended beyond the specified term, for a period to be specified by the Govt. at that relevant time; depending on the performance of the Management/ Institution in fulfilling the broad objective of this scheme.

(9) The management/ Institutions shall not be permitted to change/ collect any such fee/ deposit amount, from the students of the adopted schools, in the form and name, of Development fee, Student/Pupil fund, Magazine/Sports fee, Game fee, Examination Fee, Library Fee, Library Deposit, Caution Money Deposit, Transport fee, Laboratory fee, Maintenance fee etc. including any other charges etc.

(5) NATURE OF ASSISTANCE/AID

The Managements Institutions which adopt such schools shall be provided with following aid/ assistance:-
(i). The Management will be provided with a yearly maximum grant of Rs. 10,000/- as maintenance grant, for the purpose of undertaking various repairs, general maintenance, etc.

(ii). The cost of electricity and water supply at actual shall be reimbursed. The rent to be paid, in case of those schools in whose case premises had been earlier taken on rent basis shall be reimbursed and no change in the current rent rates shall be permitted.

(iii). An annual Book grant of Rs. 3,000/- per year shall be provided. This assistance will cover for the stationery/ newspapers, etc.

(iv). Other stationery items, experimental kits, learning items, etc shall be supplied by the Officer of the Assistant District Educational Inspector as per standing instructions and as required from time to time. The adoptee Managements/ Institutions shall not file any claim for reimbursement of any items stationery, etc. purchased by them for the use of students/ teachers in these schools.

6. PROCEDURE FOR APPLICATION AND GRANT OF PERMISSION FOR ADOPTION

Applications received by the prescribed date to be notified by the Directorate of Education shall be scrutinized by a Select Committee

1. Director of Education Chairman
2. Director (Administration), Directorate of Education Member
3. Deputy Director of Education (Academic) Member
4. Deputy Director of Education (Planning) Member
5. Joint Director of Accounts, Directorate of Education Member
6. Assistant Director of Education (Administration) Member Secretary

The Committee shall scrutinize and consider all such requests for adoption, and the criteria for the grant of permission shall be decided by them. The Committee shall make a select list from the proposals based on the requirement and other local factors. The select list shall then be forwarded to the Government for approval.
5.9 **INFRASTRUCTURE LOAN CUM GRANT SCHEME**

The Scheme is implemented in schools classified as follows:

1. **Developed Talukas:**
   
   40% of the amount is earmarked for schools coming under Developed Taluka Category.

2. **60% of the amount is earmarked for schools coming under Less Developed Taluka Category, i.e. talukas of Pernem, Bicholim, Sattari Quepem, sanguem and Canacona.**

**Eligibility:**

I. **All the aided educational institutions which satisfy the following requirements shall be eligible to apply for the loan.**

   (i). **Primary Schools**
   
   The minimum enrolment of students should be 100 in the Developed Talukas and 60 in less Developed Talukas.

   (ii). **Secondary Schools**
   
   The minimum enrolment of students should be more than 300 in the Developed Talukas and 150 in the less Developed Talukas

   (iii). **Higher Secondary School**
   
   The Minimum enrolment of students should be 120 in the Developed Talukas and 80 in the less Developed Talukas.

   (iv). **Composite School**
   
   Where school is running classes from Std. I to IV and Std. V to X the minimum enrolment shall be total of (i) and (ii) above. Whereas a school running classes from Std. V to X and Std. XI to XII, the minimum enrolment shall be the total
of (ii) and (iii) above. Where a school is running al three, the total enrolment to be sum of (i) (ii) (iii).

The asset created under the scheme will be Govt. property until the full outstanding loan component is cleared. Undertaking to that effect shall be given by the N.G.O/ Institution.

II. The passing percentage in S.S.C.E. results during the last examination should be 60% and above in the Developed Talukas whereas that in less Developed Talukas be 50% and above. However schools with better results will be given priority.

III. The education institution should be Atleast 5 years old from the date of recognition. Preference will be given to older schools.

IV. This scheme is not applicable to un aided schools.

Amount of Loan:

(i). Primary Schools:
School more than 5 years old shall be considered for a maximum loan of Rs. 12 lakhs.

(ii). Secondary Schools
School which are more than 8 years old shall be eligible to a maximum loan of Rs. 24 lakhs.

(iii). Higher Secondary School
Schools which are more than 10 years old shall be eligible to a maximum of Rs. 24 lakhs

(iv). Composite School:
As per addition of each category
**Purpose of Loan:**
The loan is meant for the improvement of infrastructure like construction/renovation of school building, toilets/bathrooms, hostel facilities, construction of playground. However, purchase of furniture like desks, tables, cupboards etc., purchase of laboratory equipment, library books, C.D. Roms and any one item should not exceed more than 25% of the total loan amount. It also includes the cost of land for the purpose of construction of school building and playground only not exceeding 50% of the total loan amount with prior permission of the Department. The expenditure on salary, consumables like chalks, dusters, laboratory material like glass, plastic, chemicals is however not covered.

**Mode of Disbursement of Loan**
(i). 50% of the amount shall be immediately on issue of the sanction letter by the Department.
(ii). 45% of the amount shall be released on production of a certificate from Registered Engineer/C.A to the effect that the first installment of 50% has been fully utilized for the purpose for which it was granted and
(iii). The balance 5% on production of a similar certificate as at (ii) above to the effect that the second installment of 45% has been fully utilized for the purpose, after obtaining certificate, and completion occupancy to the satisfaction of the Department.

**Mode of repayment:**
The repayment would start w.e.f six months from disbursement irrespective of whether the project has been completed or not. Repayment is to be paid to the Education Department by challan. The amount should be repaid in 15 years in equal monthly installments of Rs. 278/- per lakh. The installment shall be paid to the Department on or before 5th of every month till the loan amount is fully repaid. The scheme does not
require payment of interest and 50% of the amount is a grant. In case of any default, the amount shall be recovered from payment of non-salary/Salary grants (if more than 12 months) payable to the school by the department in case of default or change in use by the N.G.O.’s the property will be taken over by the Government.

The repayment of loan along with the interest to the infrastructure Corporation shall be settled by the Department as mutually agreed upon.

**How to apply:**
An Eligible school desirous of availing the facility shall apply to the Department giving all the details as required under the scheme. The cost/estimate should be certified by a registered Engineer/C.A.

All those schools which have already benefited and are regularly paying the installment, are eligible to apply for the increased amount as stipulated in the revised scheme.

**General**
Where a school, which applies under this scheme, has an outstanding balance of loan obtained by it from the Department earlier, the same shall be adjusted against the loan to be disbursed under the scheme. The asset acquired through the finances provided under the scheme shall not carry any rental value for the purpose of re-imbursement at any time in future.

The Government can decide to accept or reject the application depending on its assessment.
The decision of the Government shall be final for giving priority.
The Government does not undertake to acquire land.
Those schools that have been regularly disobeying Director of Education’s directives will not be considered.
The institution shall follow all the Financial Rules as laid down by the Government. Government may relax any of the eligibility criteria if it desires.

5.10 EDUNET SCHEME

BACKGROUND & OBJECTIVES:
In the age of Information Technology, students in schools and at higher secondary level need to be fully conversant with computer education. Computerization of schools initiated by the Govt. during the year 2001-02 has ensured 100% coverage. However, it was realized that in order to capitalize upon the Information Technology explosion, the students need to handle computer on a daily basis, since the computer provided in schools are neither adequate nor do the schools make a provision for granting students extra computer time during off duty hours/holidays.

In order to achieve this aim, the Govt. of Goa formulated the Cyberage Students Scheme during 2002-03 wherein students of Std. XI enrolled in Science stream and Vocational Computer Technique course were provided with computers. Subsequently, the scheme was extended to all the students of Std XI of Science, Arts, Commerce and Vocational streams. Under this scheme, students are provided with Intel Celeron 2.0 GHz better computers, 500 VA UPS, Monitor and also a printer along with Microsoft win XP Home OEM Pack etc. Every year approximately 11,000 students benefit from the scheme.

5.11 LAPTOP SCHEME FOR TEACHERS:
Interest free loans to the extent of Rs. 40,000/- for purchase of laptops are provided to Secondary and Higher Secondary teachers.

Objectives
5.12 COMPUTER EDUCATION PLAN

The State Government, with its strong commitment for enhancing IT awareness, had launched in 2005 by utilizing the assistance under Information and Communication Technology @ School Scheme (ICT), the Computer Education Plan (CEP) 2005-09 with emphasis on:-

1. Developing Computer Laboratories in High Schools and Higher Secondary schools to educate students, teaching and non-teaching staff.
2. Making Computer Education a Compulsory School Assessment subject for students in Std. VIII to XII to ensure fast and uniform IT literacy.
3. Provision of Hardware (P-IV Computers, Scanners, Printers) Provision of consumables like printer ribbons, cartridges, floppies, etc. as per the requirement of the computer laboratories in schools for four (04) years.
4. Provision of qualified teaching services for Stds. VIII to Std. XII as per the standard syllabi and textbooks of Goa Board.
5. Providing unlimited Internet connectivity to the schools through these Computer Laboratories.

Under ICT Scheme, Central Government provides 75% of the financial assistance to the state and the balance of 25% of the funds is contributed by the State Government.

5.13 COMPUTER LITERACY PROJECT (STDS. V - VII.)

The present challenge of Education in India is to integrate Information Technology with the curriculum transaction and empowerment of children to enable them to function effectively in a world that is going to be increasingly Information and Technology driven. In order to “learn to learn” “and how to learn” the student must be able to use computers as an important aid. The
environment, provision, support and initiative of the educational institutions should ensure their functionality through the computer to facilitate every student to comfortably make use of the computer as one of the main sources of learning at school and home. Foreseeing the importance of the computer in the process of educational transaction of students, the Government has introduced computer education for Stds. V to VII (2005-09) in the schools.

5.14 VOCATIONAL EDUCATION

This scheme envisages vocational education in Secondary and Higher Secondary Education for developing professional skills among the youth thereby providing diversification of educational opportunities so as to enhance individual employability.

At present, 43 Higher Secondary Schools in Goa are imparting 15 vocational courses in different trades as under:

1) Computer Software Application
2) Maintenance of Electronic and Electric Domestic Appliances
3) Auto Engineering Technology
4) Office Secretaryship and Stenography
5) Accountancy and Auditing
6) Marketing Salesmanship and Management
7) Commercial Garment Designing and Making
8) Catering and Restaurant Management
9) Industrial Management
10) Insurance
11) Healthcare Assistant
12) Horticulture
13) Tourism and Travel Techniques
14) Electronic Technology
15) Bakery and Confectionery
5.15 SCHOOL COMPLEX SCHEME

The scheme of school complex/super school complex envisages developing linkages among schools in the vicinity, to make united efforts for qualitative improvement in education by sharing human as well as material resources.

It has also established an hierarchy with Steering Committees at the State, Zonal and Taluka levels which monitor and evaluate the functioning of the scheme. Under the State level School Complex Committee separate cells function viz. 1. Resource Development Cell. 2. Career Guidance and Counselling Cell. 3. Data Bank Bulletin Cell 4. Minimum Programme Cell. 5. Parent Awareness Cell. 6. Institutional Development Cell and 7. Quality improvement so as to strengthen various activities in the schools in the State.

Presently, there are 320 school complexes and 75 super school complexes in the state.

The annual grants to the complexes are as under:

a) Each School complex
   i) With less than 5 schools Rs. 5,000/-
   ii) With 5 or more schools Rs. 8,000/-

b) Each Super School Complex Rs. 10,000/-

c) Each Steering Committee Rs. 20,000/-
   (One at each taluka)

d) Each Zonal Committee Rs. 30,000/-
   (One at each Zone)

e) State level Committee Rs.2, 00,000/-
5.16 ENVIRONMENTAL EDUCATION

The following Environmental Education Scheme sponsored by Department of Science Technology and Environment, is being implemented in all the Schools for students of Stds. I to Std. XII by the Directorate of Education.

1. Competitions on Environmental Education for students.
   a) Drawing competition for the students of Std. Ist to IVth.
   b) Poster competition for the students of Std. Vth to VIIth.
   c) Group Singing competition for the students of Std. VIIIth to Xth.
   d) Quiz competition for the students of Std. XIth & XIIth.

2. Competition for School

3. Clean School Beautiful School Competition for Primary to Secondary Schools.

4. Environment study tour for students.

5. Raising Nursery/Plantation scheme.


5.17 BAL BHAVAN

The Bal Bhavan, Panaji was established on 26th January, 1986 as an institute aimed at educating children in various modes of creative expression. Its objective is to stimulate the child's curiosity and help in expanding the capacity of the child's brain. The facilities that the children get in this institute, aimed at creativity, are normally not available in other schools.
The institution offers a basketful of facilities for perusing various creativity activities in science, arts, modeling, health and sports. The child gets an opportunity and freedom to groom as per its interest and inborn talent. Besides the regular activities, Bal Bhavan gives opportunities to children to participate in national integration camps, cultural festivals, Bal Utsav etc.

The Bal Bhavan is an autonomous body and is financed by the State Government on the parallel lines of National Bal Bhavan, New Delhi. The Directorate of Education provides an annual grant of Rs. 120.00 lakhs with 10% increase per year.

5.18 NON-FORMAL EDUCATION:

The objectives of this scheme is to identify children who are left out of the system of formal education and bring them under the umbrella of literacy and education.

Under the scheme grants are provided by the Directorate to NGOs as follows:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Item</th>
<th>Rate</th>
<th>Amount per annum</th>
<th>Rate</th>
<th>Amount per annum</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Honorarium to Instructors</td>
<td>500/- p.m.</td>
<td>6,000/-</td>
<td>500/- p.m.</td>
<td>12,000/-</td>
</tr>
<tr>
<td>2.</td>
<td>Lighting/Fuel</td>
<td>100/- p.m.</td>
<td>1,200/-</td>
<td>100/- p.m.</td>
<td>1,200/- (two instructors)</td>
</tr>
<tr>
<td>3.</td>
<td>Teaching/Learning material</td>
<td>75/- per learner</td>
<td>1,875/-</td>
<td>100/- per learner</td>
<td>2,500/-</td>
</tr>
</tbody>
</table>
### 4. (a) Teaching Instructors
(b) Training Allowance

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Teaching Instructors</td>
<td>700/-</td>
<td>@ two 1,400</td>
</tr>
<tr>
<td>(b) Training Allowance</td>
<td>200/-</td>
<td>@ two 400</td>
</tr>
</tbody>
</table>

#### (NB-2)

### 5. Supervision (NB-2)

<table>
<thead>
<tr>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>500/-</td>
</tr>
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</table>

### 6. Contingent Expenditure

<table>
<thead>
<tr>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>250/-</td>
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</table>

### 7. Teaching/Learning material in the centre (Maps, Charts, Books, Games material etc.)

<table>
<thead>
<tr>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>850/-</td>
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</table>

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**Total:** 11,575/-  
(Eleven Thousand Five Hundred and Seventy Five only)

**19,100/-**  
(Nineteen Thousand One Hundred only)

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### 5.19 SCHEME FOR DEVELOPMENT OF SANSKRIT EDUCATION

**Financial assistance to eminent Sanskrit Pandits in indigent circumstances:**

a. Beneficiaries are eminent scholars above the age of 55 who have dedicated their lives to Sanskrit but have no settled source of income. No other qualifications have been prescribed. About 1200 such pandits are assisted every year. Proposals are received from the State Government directly from the Pandits and are scrutinized by a GIAC in the Ministry, Govt. of India. Each selected scholar is given a maximum of Rs.10,000/- per annum.

b. The scheme provides that on the death of the recipient his dependent may continue to draw the allowance for the unexpired portion of the sanctioned terms. Taking into consideration the hardships that the widow of the recipient would have to undergo, it has been decided that the assistance may continue to be given to the widow of the original recipient until her death.

### 5.20 BHARAT YATRA
1. The grant is admissible for tours sponsored by educational institutions, not below the status of High Schools, which are recognized by the State Government.

2. No grant is admissible for tours sponsored by private organizations, Societies or Unions.

3. Grants are admissible for the tour programmes of students who are within the age limit of 14 to 20 years at the time of the tour.

4. The party should consist of a manageable number of members i.e. not more than 40 students and 3 teachers-in-charge of the tour from one institution. Three teachers will be allowed for a batch of 30 – 40 students, 2 teachers with a batch of 20 – 29 and only one teacher with a batch of 10 – 19 students. The grant will not be admissible for a party of less than 10 students and one teacher-in-charge.

5. No grant will be admissible if the tour is conducted without a teacher-in-charge.

6. Grants are admissible only for tours within the country and no request for grants for tours outside the country will be entertained under the scheme of grant to Educational Tour “Bharat Yatra”. It is desirable that the tours should not be unreasonably long and expenditure on railway or bus fare in connection with the tour should not exceed Rs.500/- per head.

7. An institution will be entitled to only one grant during a financial year. Any institution running more than one shift will also be entitled for one grant during the year. No grant will be sanctioned unless the accounts of tour grants sanctioned in the previous years, if any, are fully and finally settled.
8. The Government will contribute the actual expenditure for 2\textsuperscript{nd} class sleeper Railway fare to the students and accompanying teacher who avail the Bharat Yatra subject to maximum of Rs.500/- per head.

9. The Government will contribute bus fare to those places which are not linked by rail at concessional rate if available at maximum of Rs.500/- per head.

10. The grant will not cover expenditure on any other item viz. linking, local sight-seeing trips, boarding, lodging incidental charges, etc.

11. If, for any reason, the number of the members of the touring party is less than the number for which the grants has been given, the amount in excess shall be refunded in the Government Treasury.

12. The amount of the grant sanctioned for a tour during the financial year shall not be utilized for a tour during the next year. In case the tour is not conducted before the close of the financial year the amount of grant shall have to be refunded in full by the institution.

13. The application for tour grant must be accompanied by the following documents:

   a. A list of students showing their names and age and the names of the teachers-in-charge.

   b. A certificate from the Railway Authorities showing the amount of fare at students’ concession rate for 2\textsuperscript{nd} class sleeper Railway fare for the journey to be performed for the proposed tour.

   c. A certificate from the transport/bus authorities in the case of a part or the whole of the journey performed by bus showing the amount and the places to be charged by them at concession rate.
14. The application complete in all respects should reach the Education Department of the State at least six weeks before the commencement of the tour.

15. The following documents should be sent to the Department immediately after the tour is over.

a. A report of the tour by the Head of the Institution.

b. A Statement of Accounts showing details of Railway/Bus fare incurred on tour, duly audited and signed by a Chartered Accountant, mentioning clearly that the expenditure has been incurred at students concession rate or original Rail/Bus receipt.

c. A certificate by the Head of the Institution to the effect that the amount of the grant has been spent during the stipulated period for the purpose for which it was sanctioned.

5.21 SCHEME FOR LITERACY AND VOCATIONAL TRAINING FOR ADULTS

To cater to the literacy and vocational skills of illiterate adults in the state, grants are provided to NGO’s and village panchayats to start Adult Education Centres. Under this new scheme an amount of Rs.60,000 is to be provided for running a centre.

**Aims and Objectives**

The main objective of the scheme is to increase adult literacy rate in the State, illiterate to acquire skill of writing, reading numbers (learning numerals) from 1 to 100, knowledge of money matter involved in day today life. Further to impart basic skills of vocational training in Artificial jewelry making, preparation of chalk, candles, paper bags glass painting, fabric painting, pot painting, training of mehandi, rangoli, greeting cards, flower bouquets, flower pots, training of beuty parlour etc.
Pattern of Assistance
1. Total grant of Rs. 60,000/- should be given in three installments for implementation of scheme of Literacy and Vocational Training course over 6 month duration.
2. Token installment of Rs. 20,000/- shall be released after sanction of the scheme to the organization.
3. second installment of Rs. 20,000/- shall be released after 3 months subject to submission of utilization certificate of previous installments and submission of 60% achievement by the learners as per internal evaluation report.
4. third installment of Rs. 20,000/- shall be released at the end of 6 months Adult Literacy and Vocational Training course and 60% achievements by the learners as per external evaluation report.

Admissible items of expenditure
1. Survey of Learners Rs. 1,000/-
2. Honorarium for instructors @1250 p.m (1250 X 2 X 6) Rs. 15,000/-
3. Electricity Charges for 6 month Rs. 1,000/-
4. Incentive for learners (Rs. 100 X 20 X 6) Rs. 12,000/-
5. Expenditure for Raw Materials for Vocational training (Rs. 225 X 20 X 6) @ Rs. 225/- per head Rs. 27,000/-
6. Teaching Material/Aids Rs. 3,000/-
7. Miscellaneous Rs. 1,000/-

Minimum qualification for the Vocational instructor shall be Trade Certificate/Experience Certificate in the respective vocation. As regards to Adult Literacy Instructor, minimum qualification shall be graduate however trained experienced teacher shall be preferred.

5.22 CENTENARY/ PLATINUM JUBILEE AWARD TO AIDED EDUCATIONAL INSTITUTIONS

The Scheme envisages providing one time grant to those Aided Educational Institutions which have successfully completed 100 years and 75 years of their establishment to upgrade the existing infrastructure.

The educational institutions which have completed 100 years of establishment of school are eligible for an amount of Rs. 50lacs and those educational institutions completing 75 years will be eligible for an amount of Rs. 25lacs
Those institutions which have completed 75 years and have availed the grant of Rs. 25lacs under the scheme shall be eligible for an amount of grant of Rs. 25lacs on completion of 100 years.

1. **Purpose of Grant**
   
The grant is meant for improvement of infrastructure like construction/renovation of school building, playground, compound wall, equipment’s, furniture, toilets, drinking water facilities, electricity etc.

2. **Time limit to start the Work and Observance of Codal Formalities**
   
The grantee institution shall utilize the grant within a period of two years and furnish a utilization certificate in Form G.F.R. – 19 duly certified by the Chartered Accountant. In case the institution fails to utilize the grant within the specified time frame, the entire amount/balance amount will have to be deposited in Government Treasury at the end of two-year period along with interest that has been earned on the grant.

   The institution shall ensure that all codal formalities including inviting tenders etc. are scrupulously followed in undertaking all works and procurements for completion of the proposal.

3. **How to apply**

   The eligible aided educational institutions which fulfill the eligibility criteria have to apply to the Director of Education requesting for sanction of grant giving all the details as follows:

   (a) Certificate of Registration of the Society and Renewal certificate for educational purpose.
   (b) Copy of permission and recognition granted by the Department.
   (c) Status note of the Institution since its inception highlighting its achievement.
   (d) Copy of recent managing committee approved by the Department.
   (e) Details of existing infrastructure, playground, hall etc.
   (f) If Infrastructure Loan has been availed, giving the purpose it was granted.
   (g) Details of proposed work to be undertaken along with certified estimates by Registered Engineer and plan duly approved by Town and Country Planning Department.
   (h) Documents with regard to clear title of land where the construction of the school will be done have to be submitted by the Department.
(i) NOC from the Panchayat /Municipality for the purpose of construction / renovation of the building and NOC from Health Department will have to be submitted.
(j) The institution should give an undertaking that they will utilize the grant for the purpose it was granted.

5.23 VILLAGE EDUCATION COMMITTEES/URBAN EDUCATION COMMITTEES FOR MAINTENANCE OF GOVERNMENT SCHOOL BUILDINGS.

The Government school buildings are in need of urgent minor repairs, particularly prior to the onset of monsoons. The existing practice of getting the repairs of the buildings done through the Public Works Department results in delay. It takes much time to execute the works. It is necessary to attend to the minor repairs in the Government school buildings at the right time to prevent calamity and avoid inconvenience to the students. Therefore a new scheme has been devised to assign such works to the Village Education Committees/Urban Education Committees. Under this scheme an amount of Rs. 50,000/- per work is sanctioned which shall be kept in an Account in a Nationalized Bank to be jointly operated by the Chairman and the Secretary of the VEC/UEC.

The School Education Committee/Urban Education Committee has to identify the school building to be repaired and the works to be attended under the scheme and submit the proposal to the Directorate of Education.

The Director shall after scrutiny sanction the Grant in aid to extent of 75% of the estimated expenditure of a work as first installment per work/unit for the execution of minor repairs to the school building. No grant shall be sanctioned to any Village
Education Committee or urban Education Committee unless the earlier installment is fully utilized and the utilization certificate is submitted.

To assist and supervise the work in the school, a Construction Management Committee is to be constituted as follows.

a. Chairman of VEC/UEC  Chairman
b. Secretary of VEC/UEC  Member
c. Two Panchas of Village Panchayat / 2 nominated members of VEC/UEC  Members
d. 2 Chairmen of PTAs to be nominated by VEC/UEC  Members

To attend to the individual needs of the schools each school shall have a Procurement Committee the following shall be member of Committee:

a. Pancha/Councilor of the concerned Ward  Chairman
b. Secretary of VEC/UEC  Member
c. Chairman of PTA of concerned School  Member
d. Secretary of PTA of concerned school  Member
e. A qualified Civil Engineer from the Concerned village or near by area  Member

5.24  SCHEME FOR INTEGRATED EDUCATIONAL COMPLEXES

This new scheme has been introduced to reduce the traffic congestion and to provide adequate infrastructure, lacking in urban schools of Panaji, Margao and Mapusa. Under this scheme educational complexes will be set up in which groups of schools will have common facilities at one place. The first integrated educational complex will be at Bambolim.

1. Objectives
The Integrated Educational Complex is an unique approach to provide better education to students coming from all backgrounds as it is observed that many of the Schools located in Urban areas are functioning in the congested areas/flats and do not have any space for infrastructure facilities such as playground, auditorium, etc. which does not provide the right school atmosphere.

2. Components of the Scheme

1. The Integrated Educational Complex would provide approximately 3000 to 6000 m² for every school/institution for separate buildings depending on the strength of the students.

2. Apart from the school/institutional building, separate area/space will provide to accommodate all the facilities necessary for academic and co-curriculum activities, which will be shared by all. The shared space shall have a computer training center, library, audio-visual center, health care unit, auditorium, playgrounds, canteen, stores for parking, etc.

3. The Integrated Educational Complex would consist of three major group facilities.

   (a) **Center of Learning** including classrooms, laboratory, library, individual school administration and toilet etc.

   (b) **The Cultural Center** including theatre art and music studios, auditorium, audiovisual hall, computer center etc.

   (c) **Fitness Center** including gymnasium, tennis/basket ball/badminton court, athletic track, health care center etc.

   (d) **Administration Block**

   (e) **Canteen**
4. The allotment of land to each school/Institution shall be on an easy basis

5. The construction of building of the school/Institution shall be attended to independently by the school management for which the institution may avail of the benefit under infrastructure Scheme for Government aided institution. However, the building plan should invariably be approved by the Government.

6. The management and the maintenance of the building will be the responsibility of the school concerned.

7. The common/shared facilities at each complex shall be developed through Private Public Partnership (PPP) mode, on build-operate-transfer basis.

5.25 PRE - PRIMARY EDUCATION

The demand for pre-school education is on the rise with growing realization that early childhood period between 30 to 6 years of age is highly critical in the development of human personality. Early childhood education plays a significant role as it helps children in successful completion of primary education. Its curricular linkages with enrolment, retention and learning outcomes of children at primary stage have been establishment through research and field experiences.

1. Components of the Scheme

1. Registration of Pre-Primary Schools in the State.
2. Production of a uniform curriculum for the Pre-Primary stage.
3. Orientation Programme for Pre-Primary teachers in the above mentioned curriculum.

By registration of Pre-Primary centers and rendering training to the teachers, these centers will not acquire any right or claim for any grant from Government.
The norms for regulating the Pre-Primary Schools in the State shall be Prepared by the Planning Section and it will be the Nodal Agency for implementing the same regulating Pre-Primary Schools. SCERT shall be Nodal Agency for the production of the curriculum and the training of teachers of the Pre-Primary stage.

The scheme is approved by the Cabinet and will be shortly notified.

5.26 STRENGTHENING OF PRE-VOCATIONAL EDUCATION TO (STD. VIII – X) TO CHECK DROPOUTS

This scheme has been introduced to provide alternate education to students in order to curb dropouts. The Goa Board for Secondary Education has been requested to draft syllabus for implementation.

Pre-Vocational Courses such as (1) Elements of Home Science (2) Elements of Agriculture (3) Elements of Engineering have been introduced in 8 schools

Besides this new Pre-Vocational courses shall be introduced in 22 Higher Secondary Schools in the State i.e. 2 schools per taluka in Std. VIII to X. the Pre-Vocational courses would be in modular form and each school could initially offer 1 course from the following:

1. Agriculture
2. Mushroom Cultivation
3. Plumbing
4. Electrical Repairs
5. Home Science
5.27 **RASHTRIYA MADHYAMIK SHIKSHA ABHIYAN (RMSA)**

The Ministry of Human Resource Development (MHRD), Government of India has launched Rashtriya Madhyamik Shiksha Abhiyan (RMSA) for the universalization of Secondary Education by 2017, since secondary education occupies a crucial stage in the education hierarchy, as it prepares the students for Higher Education and also for the world of work.

The vision of the scheme is to make secondary education of good quality available, accessible and affordable to all the young persons in the age group of 15-16 years.

The scheme will be implemented with a sharing pattern of 75:25 between the Centre and the State during the XI\textsuperscript{th} Five Year Plan and 50:50 during XII\textsuperscript{th} Five Year Plan.

The Government of Goa will implement the said scheme from this academic year by providing a share of 25% funds.

5.28 **SMART CLASS**

With the explosion and penetration of Information Technology in every field of development and progress, the knowledge of computers has become an inevitable part of education. Audio Visual method of teaching & learning using computers is more effective as the retention power of the students is effective as they see, hear and understand better.

The Directorate of Education, Government of Goa, will introduce Computer Aided Education in all the schools, across the state from 2009-2010
It is proposed to establish a full-fledged computer aided learning classroom, called "SMART CLASS" in each of the Government High schools and also make available LCD Projectors in the schools along with multimedia educational CD's to the students for studying independently.

It is proposed to implement the scheme in all Government High schools on a pilot basis from the coming academic year.

6. **AWARDS**

6.1 **STATE AWARDS FOR MERITORIOUS TEACHERS**

**Categories:**

1. Two Awards for Primary Teachers – One in each district.
2. Two Awards for Secondary Teachers – One in each district.
3. One Award for Higher Secondary Teachers.

The State Selection Committee selects the teachers for such Awards.

A. The eligibility criteria is as follows:-

1. Teachers with at least 20 years of regular teaching experience are eligible for the Awards. This service should be in the State of Goa only. The teachers should be presently working either as teacher in Primary/Secondary/Higher Secondary Schools as teachers/or as teacher in Art like music/drawing/craft, etc. Headmasters/Principals in recognized Primary/Middle/Secondary/Higher Secondary Schools shall also be eligible in respective cadre.
2. Normally, retired teachers are not eligible for the Awards but also teachers who have served for a part of the academic year can be considered provided that all other conditions are fulfilled.

B. 1. Main guidelines for selection of Teachers are as follows:-

   a. Teachers reputation in the local community.
   b. His/Her Academic efficiency and desire for its improvement.
   c. His/Her general interest and love for children.
   d. His/Her share in the social life of the Community.
   e. His/Her working in a rural area considered to be most remote.
   f. Details of any outstanding work done by him/her.

2. The proposals should be submitted only in the prescribed proforma.

3. The Managements of the aided institutions have to kindly recommend the names of eligible and meritorious teachers in respective categories from their institutions through respective zones.

4. Proposals received directly in this office from the institutions will not be entertained.

5. Proposals received from the individual teacher with his own signature cannot be considered.

6. The Asstt. Director of Education/Dy. Educational Officer from the respective Zones and Asstt. District Educational Inspector of respective talukas shall also take initiate to contact the managements of various schools and obtain proposals. Attempts should be made to cover all meritorious teachers in Govt. as well as aided schools.

7. The Asstt. Director of Education/Dy. Education Officer can also recommend the names of teachers on his/her own. Since we have a large number of deserving teachers in this State, there shall be no constraints on the Asstt. Directors of Education to propose and recommend at least four teachers from each category from their respective Zones.
6.2 NATIONAL AWARDS TO TEACHERS

Categories of Teachers
I. Primary and Secondary School teachers.
II. Sanskrit teacher of Sanskrit pathshala run on traditional lines.
III. Arabic/Persian Teachers of Madrasas run on traditional lines.

Teachers of Secondary and Higher Secondary Schools are clubbed in one category as ‘Secondary School Teacher” and the teachers, teaching in Primary and Middle Schools are clubbed in another single category “Primary School Teachers”.

Directorate of Education recommends the names of teacher of respective categories for said awards to Government of India.

Conditions for Eligibility

a. Suitable representation to be given to women teachers.
b. Teachers of Secondary School teaching Sanskrit/Arabic to be considered for recommendation.
c. Special consideration to be given to teachers who themselves have disabilities and also the teachers who have done commendable work for education of children with disabilities.
d. Classroom teachers with at least 15 years regular teaching experience and Head masters with regular 20 years of teaching experience and who are actually working as teachers/Headmaster in recognized Primary/Middle/High/Higher Secondary School only to be considered. Teachers who are teaching upto class of VIIIth to be considered in ion category of Primary School Teachers and those teaching classes IX – XII in the category of Secondary School teachers.
e. Normally retired teachers are not eligible for the Awards but those teachers who has served a part of a calendar year (At least for 4 months i.e. upto 30th April in the year to which National Award relates) to be considered, if they fulfill other conditions. The service rendered on re-employment after attaining the age of superannuation will not count as eligible service.
f. Teachers of school for handicapped children are also eligible.
g. The staff of Training colleges/Institutions, Educational Administrators, Inspectors of Education, etc. are not eligible for these Awards.
h. Teachers from the recognized institutions for the physically and mentally handicapped are also eligible for the Award, provided they fulfill all other prescribed conditions.
A brief note in about 150 words of the outstanding work done by the teacher, recommended for National Awards should be submitted in triplicate. It should be signed by the Dy. Education Officer, Assistant Director of Education.

7. SCOLARSHIPS

7.1 SANSKRIT SCHOLARSHIP
In order to encourage students to study Sanskrit, a merit scholarship is provided to students of class IX to Class XII. Students are selected by the State Government of merit and the proposal sent to Ministry, Govt. of India. The scholarship for students of Class IX and X is Rs 100/- per annum and for XI Rs. 125/- per annum. These rates are comparable to scholarships paid to scholars under the National Scholarship Scheme of Government of India.

Students must have minimum of 50% marks in aggregate in Class VIII and Class X respectively before they can be considered for the scholarship.

7.2 NON HINDI SPEAKING STATES FOR POST-MATRIC STUDENTS IN HINDI
Only those candidates whose mother tongue is not Hindi and who belong to any State/Union Territory will be eligible for the Scholarships. Hindi should be one of the subjects. The scholarship under the scheme are to be given for (a) Higher Secondary School (b) Colleges (c) Post Graduates. For higher Secondary School and colleges the rate of Scholarship is Rs. 300/- per month, for B.A. (Hon) Rs. 500/- per month and that for Post Graduate Rs, 1000/- per month.

7.3 NATIONAL SCHOLARSHIP
Only those students who rank in the merit list of S.S.C./HSSE/College Examination are eligible for scholarships, provided the parents’ annual income does not exceed Rs. 25,000/-. In all there are 50 awards: 43 for SSC, 3 for HSSE, 4 for Colleges. For pre-university Courses (XI-XII) it is @ s. 60/- per month and for Degree-Diploma Courses @ Rs. 120/- per month.
7.4 INCENTIVE SCHOLARSHIP TO MERITORIOUS STUDENTS

Incentive Scholarship are awarded to meritorious students of elementary stage every year. This scheme is operated by SCERT, which conducts an examination at the end of Std. IV. The rate of Scholarship is Rs. 400/- per annum. There are in all 220 scholarships.

7.5 RAJIV GANDHI SHIKSHA SAHAYA YOJANA

A. The annual income of the parents should not exceed Rs. 11,000/- per annum. The scholarship is paid @ Rs. 250/- per annum for students of Std V-VII and Rs. 400/- per annum for those of Std. VII – X. There are 20 awards allotted for each school.

B. Students who secure 45% in the last qualifying examination are eligible for scholarship. The parent annual income should not exceed Rs. 18,000/- per annum. The rate of Scholarship is Rs. 750/- per annum for higher secondary schools and colleges and Rs. 50/- per month for post graduation. 20 awards are set aside for each institution.

7.6 SCHEME FOR EDUCATIONAL CONCESSION TO CHILDREN OF FREEDOM FIGHTERS

The Scholarship is paid as follows

<table>
<thead>
<tr>
<th>Standards/ Courses</th>
<th>Scholarship</th>
<th>Book Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Std I-IV</td>
<td>Rs. 100/-</td>
<td>Rs. 25/-</td>
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<tr>
<td>Std V – VII</td>
<td>Rs. 125/-</td>
<td>Rs. 50/-</td>
</tr>
<tr>
<td>Std VIII – X</td>
<td>Rs. 150/-</td>
<td>Rs. 100/-</td>
</tr>
<tr>
<td>Std. XI – XII</td>
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<td>Rs. 350/-</td>
</tr>
<tr>
<td>Other Post Graduate courses</td>
<td>Rs. 350/-</td>
<td>Rs. 350/-</td>
</tr>
</tbody>
</table>

Hostel charges and tuition fees can be reimbursed as per receipt produced, there is no limit to the amount.

7.7 EDUCATIONAL CONCESSION TO CHILDREN OF SERVICE
PERSONNEL
Students studying in colleges, Technical Institutions and Universities are eligible for this concession on production of receipt. There is no limit to that amount.

7.8 RAJIV GANDHI MERITORIOUS STUDENTS SCHOLARSHIP SCHEME

In order to recognize the excellence achieved by students at the Goa Board Examinations, the Rajiv Gandhi Meritorious Students Scholarship Scheme was introduced in August 2009. A scholarship amount of Rs.4000/-, Rs.3000/- and Rs.2000/- is awarded to students who stand first, second and third respectively in each higher secondary school at the HSSC Goa Board Examinations. A scholarship amount of Rs. 3000/-, Rs. 2000/- and Rs.1000/- is awarded to students who stand first, second and third respectively in the SSC Goa Board Examinations.

8. SCERT

The State institute of Education is mainly concerned with curriculum and textual development (Std. I – VII) and in-service training of teachers. It also conducts and supervises the following schemes and examination.

8.1 Centrally – Sponsored Schemes

Improvement of Science Education
The Government has initiated special schemes for improvement of Science Education in Schools as follows:
Up gradation of Science laboratories in secondary and Higher Secondary Schools.
Supply of Library book to Secondary and Higher Secondary Schools
The scheme was introduced in Goa in the year 1987-88, under this scheme 100% assistance is given to the State Government by Government of India.
Each school, Secondary and Higher Secondary, is provided with financial assistance of Rs. 48,000/- (Rs. 30,000/- for upgradation of Science Laboratories and Rs. 18,000/- foe the supply are covered under this scheme.
Every Higher Secondary (Science faculty) and secondary school both Govt. and Govt. aided schools are covered under this scheme.
Every school has to give their requirement along with estimated expenditure in the prescribed proforma.

New Educational Technology
The National Policy on Education, 1986 emphasizes that modern technology must reach out to the most distant areas and most deprived sections of beneficiaries simultaneously with the area of comparative affluence and easy availability. This approach would intrinsically favor the use of broadcast methods with their inherent advantage, of greater reach, convenience of management and cost effectiveness.

Accordingly it is proposed that the ET service should be progressively extended the minimum required ET coverage to all the major language zones in the country and listening/viewing facilities should be provided in educational institutions to make optimum use of transmission/ software generation facilities.

Assistance would be provided to the State/Uts for taking up the phased programme of providing TV sets (75% of the cost) and Radio cum Cassettes player (100% of the cost) to schools.

**National Population Education Programme**

SCERT also has a Population Education Cell, which carries out activities under the National Population Education Project.

The objective of Population Education Programme
1. To educate young child on issue of demography, urbanization, gender etc.
2. To emphasize the small family norm.
3. To promote skill development in students for proper sexual behavior and health.

This is centrally sponsored programme under which funds are provided to schools to carry out various activities.

**D. POPULARISATION OF SCIENCE**

The State Institute of Education has been actively working on a variety of activities for creating and nurturing interest in Science and Mathematics among teacher and students. These activities include organizing Science fairs and exhibitions, seminars National Science Day etc. There is a strong link built up with the Department of Science, Technology and Environment, Goa Science Center, Nehru Science Centre, Worli, Mumbai and National Council
of Science Museum, New Delhi, which offer rich opportunities to the learners of science.

1. **Science Seminar**

   **Objectives:**
   1) To stimulate and motivate Secondary and Higher Secondary Students.
   2) To explore new horizons in the field of Science.

   The State Institute of Education organizes every year the Science Seminar and Zonal and State Level in the months of July and August for students of Std. VIII to Z. At each Zone six students are selected. At State Level out of 18 students finally one student is selected for the National Level Seminar organized by Nehru Science Centre, Worli, Mumbai.

2. **Western India Science Fair**

   **Objectives:**
   a. To inculcate research habits and abilities ion Secondary and Higher Secondary students.
   b. To help students to evolve a practical approach towards problems in science.

   The State Institute of Education conducts annually the State level Western India Science fair. In all 5 individual student projects, 5 students teams projects and 5 teachers teaching aid projects are selected for participation at the Zonal level Western India Science fair at Mumbai.

   At Zonal level Western India Science fair the following States participate:
   1. Goa
   2. Gujarat
   3. Maharashtra
   4. Chattisgarh
   5. Rajasthan
   6. Daman
   7. Diu
   8. Dadara & Nagar Haveli

3. **Jawaharlal Nehru Science Exhibition:-**

   **Objectives:**
   1. To help students evolve a practical approach towards problems in Science
2. To develop a scientific attitude and scientific temper amongst students.

Every year SCERT organizes Jawaharlal Nehru Science Exhibition for Secondary & Higher Secondary students. Each science exhibit is accompanied by two students and one guide teacher. Along with this exhibition, Mathematics exhibition is also organized. Each Mathematics exhibit is accompanied by two students and one guide teacher. For Science exhibition in all ten prices and for Mathematics Exhibition 5 prices are awarded. The Science Exhibition is organize in collaboration with Department of Education in Science and Mathematics, N.C.E.R.T., New – Delhi.

The top 20 writers of Science exhibits selected at state level are sent to N.C.E.R.T., New- Delhi which after screening selects some science exhibit for further participation at National Level Jawaharlal Nehru Science Exhibition.

4. State Level Drama Competition.
   Objectives:
   To spread scientific literacy and eradicate superstition among the masses specially rural areas.

The State Institute of Education in collaboration with National Council of Science Museum organizes Science Drama competition for the students of Secondary and Higher Secondary School. The two best Dramas are selected for the participation at the Western Zone Science Drama competition at Nehru Science Center, Mumbai.

5. National Science Day
   Objectives:
   1. To inculcate a Spirit of Science and draw inspiration from great scientist.
   2. To develop a scientific attitude and scientific temper amongst the students

The State institute of Education in collaboration with Department of Science, Technology and Environment celebrates National Science Day. As part of this celebration various competitions like Drawing competition, Essay writing competition, poster competition, Science Quiz competition, Mathematics Quiz competition, Science Teaching Aid competition for B.Ed and D.Ed. students and workshops for teachers are conducted thought the month of February culminating in the State level function of National Science Day on 28th February.
SCHOLARSHIP EXAMINATIONS

A. STATE LEVEL NATIONAL TALENT SEARCH EXAMINATION

Eligibility:

a) Ala students studying in class X in all Government, Aided, Private, Navodaya Vidhyalayas, Kendriy Vidhyalayas and Public schools State of Goa, scoring more than 60% marks in Class IX are eligible to appear for the State Level Talent Search Examination.

b) Top 25 students are selected to appear for National Talent Search Examination.

Details of the Programme:
State level NTS examination (Screening Test) is being conducted at 5 centers i.e. (1) Mapusa (2) Margao (3) Panaji (4) Ponda and (5) Vasco in the month of November on 4th Sunday every year as per NCERT’s guidelines.

Screening Test Rules

1. A candidate studying in Std. X and scoring not less than 60% marks in Std. IX is eligible to appear for the test.

2. The exact seat number to a candidate will be assigned by the Director, State Institute of Education, Alto Porvorim. It will be communicated to the candidate through the Head of the School.

3. A candidate may choose anyone of the following Examination Centres: 1)Mapusa, 2)Margao, 3)Panaji, 4)Ponda, 5)Vasco.

4. After filling the application form candidate should submit it to the Head of the School who will forward it to the Director, S.I.E, Alto-Porvorim before the due date.

5. Incomplete forms will not be accepted, admission of ineligible candidate (may be cancelled at any stage by this office).
6. No correspondence shall be entertained in connection with the result of examination. The names of the selected 25 candidates will be intimated to the Headmaster of the respective School.

7. Postal address if changed should be communicated to the Director, S.I.E. Porvorim immediately.

8. Candidates will have to bear the expenses for appearing at the examination centre.

9. Candidates should report at the assigned examination centre on the date of examination, fifteen (15) minutes before the commencement of the exam.

10. A candidate will have no option for subjects in the examination.

11. Questions in the Scholastic Aptitude Test (SAT) paper will be on the Units covered in Std. IX and X only in Science, Maths and Social Science.

12. A student should score a minimum of 40% in both the parts i.e. MAT (Mental Ability Test) and SAT separately to be eligible for the second level NTS examination (32% for SC/ST) to be held in May 7, 2006.

13. Questions in Scholastic Aptitude Test will be based on the complete syllabus of Std. IX and X.

B. NATIONAL TALENT SEARCH EXAMINATION (FROM 2006 – 07)

1. The Modified National Talent Search Scheme is given below:

   1. The scholarship will be given to the candidates from Classes IX onward till they complete Ph. D in basic sciences, social sciences including commerce. The candidates, who will pursue their studies in professional courses like medicine, engineering, management and law, will be given scholarship up to second degree level.

   2. National Talent Search Examination will be held at the end of Class VIII to select 1000 candidates for award of scholarship.

   3. The selection test will have two question papers the Mental Ability Test and Scholastic Aptitude Test. The Mental Ability Test will have 100 multiple-choice items each carrying one mark. SAT will also
have 100 items each of one mark. The SAT will consist of questions on Basic Sciences (40), Social Sciences (40) and Mathematics (20). The other criteria of selection will be same as were in National Talent Search Examination, which was being held at the end of Class X.

2. Selection of Candidates at the end of Class X for the Selection years 2007 and 2008 on account of Modifications in NTS Scheme
   - As per the revised National Talent Search Scheme, the National Talent Search Examination will be held at the end of Class VIII from the selection year 2007 onward.
   - The introduction of NTS examination at the end of Class VIII and discontinuance of NTS examination at the end of Class X will create an anomaly for those children who are studying in classes IX and X in the academic session 2006 – 07, as they will be deprived of the opportunity for appearing in any one of the NTS examinations. It has, therefore, been decided that NCERT will conduct two more NTS examinations at the end of Class X for the selection year 2007 and 2008.

3. Payment of Scholarship:
   1. NCERT has decided to enhance the rate of scholarship to Rs.500/- per month per student for all classes.
   2. Ph. D students will continue to get scholarship as per UGC norms.
   3. There will be no income criteria for the payment of scholarship.
   4. The revised rate of scholarship will be made applicable from the current session 2005 – 2006.

4. Syllabi to be covered in both the examinations:
   1. There are no syllabi for any of the examination.
2. However, questions will be asked based on the curriculum of classes VII/VIII in the selection test to be held at the end of class VIII.

3. As per practice the question will be asked from the curriculum of secondary stage for the NTS examination to be held at the end of class X.

5. **Dates of Examination at the end of Class VIII and X.**

   **State Level:** It was decided that the State Level selection test both for Class VIII and X will be held on 2\textsuperscript{nd} Sunday of November in all the States except Mizoram, Nagaland, Meghalaya and Andaman & Nagaland Islands which will conduct the test on 2\textsuperscript{nd} Saturday of November each year.

   **National Level:** The second level NTS examination for both the classes will be held on 2\textsuperscript{nd} Sunday of May as per existing practice.

6. **Last date for submission of State Level Results:**

   All States/UTs have to submit both the results by the end of January each year. However, those States which will submit the information of candidates’ bio-data on magnetic media (CD/floppy/e-mail) have to submit the result by 15\textsuperscript{th} February each year.

7. **Publicity to Create Awareness among Students/Masses**

   All States/UTs will give wide publicity using advertisements in the newspapers, T.V., Radio etc. to create awareness among students and masses for the conduct of NTS examination at the end of Class VIII. Liaison Officers will write letters to District authorities and/or Principals of the schools for the same. A copy of this letter/advertisement will be sent to NCERT.

C. INCENTIVE SCHOLARSHIP EXAMINATION
1. **Objectives**
   To identify brilliant students at the end of Class IV studying in Rural, Urban and Slum area schools in vernacular medium (Konkani, Marathi & Urdu) and to provide them financial assistance towards getting good education upto Class X.

2. **Modalities**: The examination involves 3 subjects of total weightage of 100 marks (language 40 marks, Maths 30 marks and Environmental Studies 30 marks). The duration of examination is 2 hours.

3. **Eligibility**:
   - **Rural Area**:
     - 6 students from General Category
     - 2 students from children of Landless Labourers
     - 2 students from Other Backward Community
     - 1 student from SC/ST Category
     - 1 student from Slum area, respectively from each school.
   - **Urban Area**:
     - 2 students from General Category
     - 2 students from children of Landless Labourers
     - 1 student from Other Backward Community
     - 1 student from SC/ST Category
     - 1 student from Slum area, respectively from each school.

4. **Detailed programme** : The examination is being conducted at every taluka in the 3rd week of April (Sunday) every year after the annual examination.

5. **Scholarship to be awarded**: 220 scholarships.
D. SCIENCE TALENT SEARCH EXAMINATION

1. Objective of the Scheme:

(a) To create interest about Science and Mathematics among students
(b) To develop a competitive spirit so that these children can face various competitive examinations in future at different stages with confidence.
(c) To help school children update their knowledge of the recent advancement in Science and Mathematics

2. Eligibility

Students studying in Std. VIII, IX and X with the following percentage of marks in Mathematics and Science in the annual examination of Std. VII, VIII and IX respectively are eligible to appear for Science Talent Search examination.

For Children belonging to General Category : 75% and above
For Children belonging to SC/ST Category : 60% and above

3. No. of Scholarships :

<table>
<thead>
<tr>
<th>Standard</th>
<th>VIII</th>
<th>IX</th>
<th>X</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>General</td>
<td>40</td>
<td>40</td>
<td>40</td>
</tr>
<tr>
<td>SC/ST</td>
<td>10</td>
<td>10</td>
<td>10</td>
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</tbody>
</table>

In case if the SC/ST students are not available, scholarships will be awarded to meritorious students belonging to General Category. Each student who is awarded scholarship will be issued Certificate of Merit.

4. Amount of Scholarship : Rs1500/- per annum

5. Examination:

i) Examination will be conducted in Physics, Chemistry, Biology and Mathematics. There will be total 100 objective questions i.e. 25 questions in each subject.

ii) Examination will be of 1½ hours duration and it will be conducted in English, Marathi and Urdu media.
iii) Content area for the examination will be the same as that of Std. VIII, IX and X in these subjects.
iv) Paper setters will be appointed by the Director of State Institute of Education, Alto Porvorim-Goa.

6. Centres of the examination:
Examination will be conducted at each Taluka headquarter i.e. at 11 centres in the State of Goa.

7. Criteria for selection of the students for the award of scholarship:
i) First top 40 from children belonging to General Category.
ii) First top 10 from SC/ST category will be awarded scholarships.
iii) If there is any tie, ranking will be done in order of the marks obtained in the following subjects
   1) Mathematics
   2) Physics
   3) Chemistry
   4) Biology
iv) If still there is a tie, the student of lower age will be preferred for award of scholarships.
v) To qualify for award of scholarships student should get minimum 10 marks in each of the above subject.

9. DISTRICT INSTITUTE OF EDUCATION AND TRAINING (D.I.E.T)

Following the up-gradation of the erstwhile Govt. Teachers’ Training College at Porvorim, the institution came into existence as a DIET in June 1990. This DIET runs under the Centrally Sponsored Scheme of the Union Government of India under the Ministry of Human Resource Development.

9.1 Role and Mission
DIET Goa is a District-level institute with five branches working collectively for the upliftment of elementary education.
The major thrust of DIET Goa is education of teachers working in the field of elementary education through:

- Training of fresh incumbents to be full-fledged teachers and
- Refresher programmes on various areas of education for teachers with a considerable span of experience.

As a micro-level unit of the network of education, a DIET, Goa is sensitive to the problems and needs of elementary education within its jurisdiction. Besides teacher education, it undertakes research studies in the lab areas, and finds solutions to difficulties arising in the fields of enrolment, stagnation and wastage, attends to children’s achievement attainments, methods and materials of teaching and attainment of 100% literacy.

9.2 **Diploma in Education Course (D. Ed.):**

This institute runs a two year diploma course, in English as well as in Marathi medium with an intake of 50 teacher trainees in each division.

9.3 **PROCEDURE FOR ADMISSION TO THE COURSE:**

The Institute issues a circular and a press note notifying the admission with eligibility criteria in the D.Ed. course in the month of February/March every year. After scrutinizing the applications received, the eligible candidates are called for Interview and selected for admission. Priority for admission is given to teachers already working in schools.

9.4 **AVAILABILITY OF SEATS**

A total of 50 seats each in English and Marathi media are available for admission for Part I (First year). Some seats are reserved for S.C (2 %), S. T (0.5 %), OBC (15 %).
% wards of Freedom Fighters (1 %) and Handicapped persons (3 %) as per the norms laid down by the Govt. of Goa from time to time.

# TELEPHONE DIRECTORY OF DIRECTORATE OF EDUCATION AND BRANCH OFFICES

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name &amp; Designation</th>
<th>Office</th>
<th>Telephone No.</th>
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<tbody>
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<td>1.</td>
<td>Shri. Atanasio Monserrate Education Minister</td>
<td>Secretariat, Porvorim</td>
<td>2419814 2419513</td>
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<td>Dr. M. Modassir, IAS Secretary (Education)</td>
<td>Secretariat, Porvorim</td>
<td>2419416</td>
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<td>3.</td>
<td>Dr. Celsa Pinto Director of Education</td>
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<td>2221521 2221508 2221516</td>
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<td>Smt. Shabari Manjrekar Director (Administration)</td>
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<td>Shri. K. V. Anvekar Jt. Director (Acctts.)</td>
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<td>Shri B.G. Naik</td>
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<td>Shri. Bhagirath G. Shetye</td>
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