


No:DE/VOC/Insp/MDM/691/  
2012-13/3291  
Government of Goa,  
Directorate of Education,  
Porvorim - Goa 403521.

Dated:- 12.09.2012.

**CIRCULAR**

It has been decided by the Government that all the officers/ officials under the control of Directorate of Education have to make surprise visits to the various schools of the taluka to assess the quality of meal served under Mid Day Meal Scheme and submit a report with their recommendation in the prescribed format ( copy enclosed ) within fortnight of the visit.

In view of above all the officers/ officials under the control of this Director of Education are hereby instructed to strictly adhere to the above instructions. A schedule should be prepared by respective DDEs of Zones to ensure that officers visit all the schools and multiple visit of same school or no visit of ~~some~~ schools be avoided.

  
( D. P. Dwivedi )  
Director of Education

To,  
All Section of this Directorate.

Copy to:-

1. P.A. to Secretary Education, Secretariat , Porvorim Goa.
2. All the Dy. Director of Education of respective Zone.
3. All the taluka A.D.E.I.s.
4. Nodal Officer I. T.
5. The concerned file.
6. The Guard file.

**VISIT/INSPECTION TO ASSESS MID DAY MEAL SCHEME**

1.	Name of the School and Address	
2.	Type of School	Govt. / Govt. Aided/ Primary/ Upper Primary
3.	Date of visit and time	/ /2012 A.M//P.M.
4.	Whether weekly menu has been displayed on the school notice board	Yes/No
5.	Type of meal served	
	a) Whether it was as per schedule	Yes/No
	b) Time of delivery of food by S. H. G./Mahila Mandal	A.M.
	c) Type of containers used	Steel/Aluminium/Any other
6.	Whether MDM register has been maintained	Yes/No
7.	Whether Head of the school has checked the quantity & quality while receiving the containers of Mid Day Meal with comments.	
8.	Whether the meal is tested & tasted by the teacher before serving to the students with comments.	

9.	Whether the meal is tested & tasted by the PTA member before serving to the students with comments.	
10.	General remark of Inspecting/visiting officer regarding	
	a) Quantity	
	b) Quality	
	c) Distribution of MDM	
11.	General Impression of the officer	

Signature:

Name of the visiting officer:

Designation: