

## ANNEXURE-1

### PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE

4(1) (b) (i) OF THE RIGHT TO INFORMATION ACT, 2005

(The particulars of the organization, functions and duties)

Name of the Department/Board/Corporation/Institution/Office:

Samagra Shiksha, Chandigarh.

Sr. No.	Name of the Organization/ Department/Board/Corporation/ Institution	Function and Duties (in brief)
i)	Samagra Shiksha, Chandigarh.	The Samagra Shiksha is Government of India's flagship Programme for achievement of Universalization of Elementary Education (UEE) in a time bound manner, as mandated by 86 <sup>th</sup> amendment to the constitution of India making free and compulsory Education to the children of 6-14 age group, a Fundamental Right.

## ANNEXURE 2

### PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE

4(1) (b)(ii) OF THE RIGHT TO INFORMATION ACT, 2005

(The powers and duties of the officers and employees)

Name of the Department/Board/Corporation/Institution/Office:

Samagra Shiksha, Chandigarh.

Sr. NO.	Name of the post	Powers and duties (in brief)
i)	The Education Secretary-cum-Chairman (SS), Chandigarh Administration.	i) The Chairman shall ensure that the affairs of the Mission are run efficiently in accordance with the provisions of the project and Memorandum of the Mission, Rules and Regulations and bye-laws of the Mission. ii) Shall exercise overall executive and supervision responsibility in respect of the affairs of the Mission.
ii)	State Project Director-SS-cum-Director School Education, UT, Chandigarh	i) Appointing/Disciplinary in respect of Group- B, C & D employees of Samagra Shiksha, Chandigarh on contract basis. ii) Exercising financial powers as vested to Cluster Heads.
iii)	Dy. State Project Director, SS, UT, Chandigarh	Control on the Administrative and academic work of the SS, UT
iv)	Assistant Controller (F&A), SS, UT, Chandigarh	All accounts work

### ANNEXURE- 3

PUBLICAION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4 (1)  
(b) (iii) OF THE RIGHT TO INFOREMATION ACT, 2005

(The procedure followed in the decision making process, including channels of supervision and accountability)

Name of the Department/Board/Corporation/Institution/Office:  
Samagra Shiksha, Chandigarh.

Sr. No.	Nature/type of work	L e v e l a t which the c a s e i s initiated (Name of the post)	Name of the post which deal with the case before the decision making authority.	Level at which decision is made (Name of the post).
1.	Appointment/disciplinary proceeding of Group B, C & D	Sr. Assistant	Superintendent/Dy. State Project Director	State Project Director (SS)-cum-Director School Education, Chandigarh.

### ANNEXURE -4

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4  
(1) (b) (iv) OF THE RIGHT TO INFORMATION ACT, 2005

(The norms set for the discharge of its functions)

Name of the Department/Board/Corporation/Institution/Office:  
Samagra Shiksha, Chandigarh.

Sr. NO.	Item of work	Norms set by the Department (number of days taken for decision making)
1.	Letters received from Government of India as well as from various Departments under the Chandigarh Administration including Boards and Corporations	1) Urgent / date bound cases to be put and decided on the same date. 2) Normal cases within three days. 3) General cases within 7 days.

#### ANNEXURE-5

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE  
4(1) (b) (v) OF THE RIGHT TO INFORMATION ACT, 2005

(The rules, regulations, instructions, manuals and records, held by it or under control or used by employees for discharging functions)

Name of the Department/Board/Corporation/Institution/Office:  
Samagra Shiksha, Chandigarh.

Sr.No.	Name of the Act.	Name of the Rules	Name of the Manuals	Instructions (Write circular No./date)	Any other Record/ Document
1.	-	Punjab Civil Services Rules Vol. I and II	Manual of instructions Chandigarh Administration.	Instruction / circular issued by the Administration from time to time	-

#### ANNEXURE-6

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE  
4(1) (b) (vi) OF THE RIGHT TO INFORMATION ACT, 2005

(Statement of the categories of documents that are held or under control)

Name of the Department/Board/Corporation/Institution/Office:  
Samagra Shiksha, Chandigarh.

Sr. No.	Category of documents
1.	N. A.

#### ANNEXURE-7

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE  
4(1) (b) (vii) OF THE RIGHT TO INFORMATION ACT, 2005

(The particulars of any arrangement that exists for consultation with, or Representation by the members of the public in relation to the formulation of Policy or implementation thereof)

Name of the Department/Board/Corporation/Institution/Office:  
Samagra Shiksha, Chandigarh.

Sr. No.	Details/Type of arrangements made
1.	Executive Committee of Samagra Shiksha, Chandigarh

### ANNEXURE-8

#### PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1) (b) (viii) OF THE RIGHT TO INFORMATION ACT, 2005

(Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;)

Name of the Department/Board/Corporation/Institution/Office:  
Samagra Shiksha, Chandigarh.

Sr. NO.	Name of the Board(s)	Name of Council(s)	N a m e o f Committee(s)	N a m e o f other body(s) constituted by t h e Deptt.	Whether meetings of these bodies are open to the public (Yes/No)	Whether the minutes of such meetings are accessible f o r p u b l i c (Yes/No)
N.A						

### ANNEXURE-9

#### PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1) (b) (ix) OF THE RIGHT TO INFORMATION ACT, 2005

(Directory of the officers and employees)

Name of the Department/Board/Corporation/Institution/Office:  
Samagra Shiksha, Chandigarh.

Sr. NO.	Name of the officer/employee	Designation	Telephone Number (O)
1.	Sh. Harsuhinder Pal Singh Brar, PCS	State Project Director, SS-cum-Director School Education, Chandigarh Administration	2740411, 5067073
2.	Smt. Ravinder Kaur	Dy. State Project Director (SS)-cum-Dy. Director School Education, Chandigarh Administration.	2740509
3.	Smt. Manjit Kaur	Mission Coordinator, SS, UT	5067079
4.	Smt. Amandeep Kaur	Assistant Controller (F&A), SS, UT	5067075
5.	Sh. Lakhbir Singh	Section Officer, SS, UT	5067074
6.	Sh. Ram Phal Yadav,	Superintendent, SS, UT	5067076

## ANNEXURE-10

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE  
4(1)(b) (x) OF THE RIGHT TO INFORMATION ACT, 2005  
(MONTHLY REMUNERATION RECEIVED BY THE OFFICERS AND EMPLOYEES  
AS ON 01.07.2019

Name of the Department/Board/Corporation/Institution/Office:  
Samagra Shiksha, Chandigarh

Sr. No.	Name of the post exists in the Smagra Shiksha,	Post available/ equated with the posts of Chd. Admn. with pay scale	Initial Pay	Pay revised to pay the SS contractual employees as per the orders issued by the Chandigarh Administration w.e.f. 01.07.2019
1	2	3	4	5
1.	TGTs	10300-34800+5000 GP	18450	48708
2.	JBTs	10300-34800+4200GP	16290	43006
3.	Headmaster/Headmistress (taken on deputation basis)	Posts filled by Deputationists and the pay scale as admissible to the appointee shall be paid		
	Headmaster/Headmistress (appointed on contractual basis)	10300-34800 + 5400 GP	20300	53592
4.	Assistant Controller (F&A)	Posts filled by Deputationists and the pay scale as admissible to the appointee shall be paid		
5.	Section Officer (SAS)	Posts filled by Deputationists and the pay scale as admissible to the appointee shall be paid		
6.	Section Officer (IA)	10300-34800+5000GP	18450	48708
7.	Auditor	10300-34800+4400 GP	17420	45989
8.	Mission Coordinator	15600-39100 +6000 GP	24140	63730
9.	Superintendent (Estt.)	15600-39100 + 5400 GP	21000	55440
10.	APCs	10300-34800 + 5400 GP	20300	53592
11.	Pedagogy Coordinators	10300-34800 + 5400 GP	20300	53592
12.	Civil Engineer (Part time)	The post is held by a regular engineer of the Engineering Department, UT Chandigarh and the appointee will be paid remuneration equal to 10% of his/her pay on the regular post from SS		
13.	Sr. Asstt (Estt.)	10300-34800+4400 GP	17420	45989
14.	Sr. Asstt. (Accounts)	Posts filled by Deputationists and the pay scale as admissible to the appointee shall be paid		
15.	Jr. Asstt. (Accounts)	10300-34800+3600GP	14430	38095
16.	Steno Typist	10300-34800+3200GP	13500	35640
17.	Clerk/Data Entry Operator	10300-34800+3200GP	13500	35640
18.	Supervisor	10300-34800+3200GP	13500	35640
20.	Resource Teachers (Spl. Education)	10300-34800+4200GP	16290	43006
19.	Cluster Resource Centre Coordinators (CRC)	10300-34800 + 5000 GP	18450	48708
21	Accountant	10300-34800 + 5000 GP	17420	45989
21.	Urban Resource Persons (Subjects)	10300-34800 + 5000 GP	18450	48708

22.	Urban Resource Person (CWSN)	10300-34800 + 5000 GP	18450	48708
23.	MIS Coordinator	10300-34800+4400 GP	17420	45989
24.	Peon (on direct contract basis)	4900-10680+1650 GP	6950	18348
	Peon (through outsource agency)	15003		

### SUMMARY OF EMPLOYEES

Detail of staff under SS as on 08.01.2020		
Name of the posts	Total sanctioned posts	Staff
Assistant Controller (F&A)	1	1
Mission Coordinator	1	1
Executive Engineer	1	1 (Part time)
SO (SAS) Accounts	1	1
SO Internal Audit	1	0
Superintendent Estt.	1	1
APCs	5	3
Pedagogy Coordinators	2	2
Sr Assistant (Estt.)	1	1
Sr Assistant (Accounts)	1	1
Cluster Resource Coordinator	20	17
MIS Coordinator under URC	2	01
Heads	15	08
TGTs	647	561
JBTs	728	608
Resource Teachers (Special Education)	25	22
Resource Persons (Academic)	12	11
Resource Person (Special Education) under URC	04	01
Data Entry Operators (For URC Centre)	2	01
Accountant for School at URC centre	2	0
Auditor	1	0
Jr Assistants (Accounts)	2	0
Steno Typist	1	0
Clerks	10	10
Data Entry Operators	3	3
Supervisors	2	0
Class IV	8	8
Total	1499	1263

### **ANNEXURE-11**

#### **PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1) (b) (xi) OF THE RIGHT TO INFORMATION ACT, 2005**

(Budget allocated to each of its agency, indicating the particulars of all plans,  
proposed expenditures and reports on disbursements made)

Name of the Department/Board/Corporation/Institution/Office:

Samagra Shiksha, Chandigarh.

S. No	Particular	Budget Approved (Rs. In Lac) 2019-20	
		Physical	Financial
1	Uniform	51983	311.90
2	Free Text Books	98050	309.89
3	Special Training Teachers	3672	190.84
4	Media & Community Mobilization	228	5.14
5	Quality Interventions	86036	1319.642
6	Teacher Education	6	26.65
7	Salary of Teachers	1390	6600.602
8	Gender & Equity	396	39.24
9	Inclusive Education	4438	247.969
10	Vocational Education	110	86.292
11	Sports & Physical Education	311	39.4
12	Monitoring of the Scheme	246963	4.939
13	Program Management	1	460
	Grand Total	493584	9642.504
14	Non Recurring (Elementary)		
14.a	Quality Intervention-ICT	3	5.80
14.b	Support at Pre-Primary	20	6.00
15	Non Recurring (Secondary)		
15.a	Access & retention	0	8.51
15.b	Quality Interventions - ICT	12	60.15
15.c	Vocation Education	1	20.00
16	Teacher Education	1	8.40
	Grand Total	493621	9751.34

### **Annexure – 12**

#### **PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xii) OF THE RIGHT TO INFORMATION ACT, 2005**

(The manner of execution of subsidy programmes, including the amounts  
allocated and the details of beneficiaries of such programmes)

Name of the Department/Board/Corporation/Institution/Office:

Samagra Shiksha, Chandigarh.

**This information is treated as Nil.**

### **Annexure – 13**

#### **PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xii) OF THE RIGHT TO INFORMATION ACT, 2005**

(Particulars of recipients of concessions, permits or authorizations granted)

Name of the Department/Board/Corporation/Institution/Office:

Samagra Shiksha, Chandigarh.

**This information is treated as Nil.**

**Annexure – 14**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE  
4(1)(b)(xii) OF THE RIGHT TO INFORMATION ACT, 2005**

(Details in respect of the information, available reduced in an electronic form)

Name of the Department/Board/Corporation/Institution/Office:

Samagra Shiksha, Chandigarh.

**This information is treated as Nil.**

**Annexure – 15**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE  
4(1)(b)(xii) OF THE RIGHT TO INFORMATION ACT, 2005**

(Particulars of facilities available to citizens for obtaining information)

Name of the Department/Board/Corporation/Institution/Office:

Samagra Shiksha, Chandigarh.

**This information is treated as Nil.**

**Annexure – 16**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE  
4(1)(b)(xii) OF THE RIGHT TO INFORMATION ACT, 2005**

(Name, designations and other particulars of the Public Information Officers)

Name of the Department/Board/Corporation/Institution/Office:

Samagra Shiksha, Chandigarh.

<b>Establishment Branch - Samagra Shiksha, U.T., Chandigarh</b>				
<b>Sr. No.</b>	<b>Name and designation of the Public Information officer</b>	<b>Dealing Branch</b>	<b>Office telephone no.</b>	<b>Mobile phone no.</b>
1	Mrs. Ravinder Kaur, Dy. State Project Director SS-cum- Dy. Director School Education, Chandigarh	As First Appellate Authority for Administrative, Academic and Accounts Branch	2740509	-
2.	Ms. Amandeep Kaur, Assistant Controller (F&A), SS, Chandigarh	As CPIO for Administrative, Academic and Accounts Branch	5067075	-
3.	Mr. Lakhbir Singh, Section Officer, Chandigarh,	As ACPIO for Administrative, Academic and Accounts Branch	5067074	-