

## Record Notes of Discussion

**Ref: VC with the Districts held on 10 August 2015**

**Sub: Programme for distribution of bi-cycles among students of class X & XII**

Present status and plan of action for implementation was reviewed by Principal Secretary, Backward Classes Welfare Department and Secretary, School Education Department.

Action Points emerged out of the discussions are detailed below:-

1. District/ Municipality-wise delivery points initially selected, should be revisited in terms of their accessibility, capacity etc. The delivery points should be inspected physically to ensure these two aspects. Suitable changes be made after physical inspection, if required.
2. Districts which are yet to finalize the report on "Identified spaces with exact requirement" should complete the exercise and send report latest by 12 August, 2015.
3. Schedule for delivery had already been handed over to the respective suppliers in respect of those Districts who had already submitted the report. Bi-cycles will start reaching the identified points from 13<sup>th</sup>/ 14<sup>th</sup> August, 2015.
4. Supplier will bear the unloading charges. However, the issues like availability of labourers and other such bottleneck should be addressed.
5. Accommodation arrangement of the fitters should be facilitated in the identified places. Other support as may be necessary should be provided also. They will work 24X7. Arrangement for lights for working in night should be made.
6. Principal Secretary, BCW Department has already taken up the issue of providing security measures at the point of delivery/ assembling work with Police Authorities at State level. Nodal officers SDOs, BDOs and Municipalities may get in touch with local Police Authorities.
7. School mapping, data-import etc. to be completed within next two days. Difficulties, inconsistencies, if any, be referred to **saboojsathi support team**. Districts may try to send a consolidated picture of all such problems in a single mail. School log-in is being provided by 11/8/2015 as discussed.
8. Those schools for which mapping & data import have been completed may take up editing/ updating students' record immediately. All the schools have tentatively completed the database of eligible students sent earlier in MS-excel format. Hence they are now ready to update/ edit records with the help of such document.
9. Completed database in Excel format should be preserved. This will be helpful in case the schools face difficulty to access server or net connectivity. Distribution programme may continue on the basis of that document.
10. It is re-iterated that distribution may be taken up as soon as lots are ready. This will help in creating additional space for fitting and taking further delivery.
11. Challan in prescribed format should be issued immediately after the fitted bi-cycles are handed over. Challan will be signed initially by the officer in charges of respective delivery/ assembly points. This should thereafter be countersigned by respective BDOs/ SDOs as the case may be. The signed copy of the challans be thereafter sent to District Nodal Officers. District Nodal officer will cross-check and countersign. Challans showing receipt will thereafter be collected by the District Coordinators of the suppliers.