

Rc.No. 2671/A4/2008

Dated -10-2013

Sub:- Computer Education - ICT in 5000 High Schools – Certain instructions – Issued – Regarding.

- Ref:-
- 1] G.O.Ms.No. 73 SE (Prog.I) Dept., Dt. 04.06.2008.
 - 2] MOU entered with Educomp Solutions Ltd., Visakhapatnam.
 - 3] Lr.Rc.No. 7/VE-I/2010-1, Dt. 30.08.2013 of the Commissioner and Director of School Education, Andhra Pradesh, Hyderabad.
 - 4] Progs.Rc.No. 840/VE-I/2008, Dt. 19.10.2013 of the Commissioner and Director of School Education, Andhra Pradesh, Hyderabad.
 - 5] This Office Progs.Rc.No. 2671/A4/2008, Dt. 22.10.2013.

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All the Deputy Educational Officers / Mandal Educational Officers in the District are informed that the Computer Education Programme is being implemented in 5000 High Schools in the State under ICT@Schools Scheme.

Further, in the reference 2nd cited, MOU has been entered with the Educomp Solutions Ltd., Visakhapatnam for implementation of the scheme in all 5000 Schools in the District for 5 year period from 2008-09. As per the MOU, all the agency have to handover the Computer Lab in good condition to the concerned School Head Master after the completion of 5 year contract period.

Further, the agency have been requested vide this office letter 5th cited to handover the Computer labs of the 5000 High Schools in good condition to the HMs concerned duly obtaining the acknowledgement from the concerned School Head Master and submit handover reports to this office.

Therefore, they are requested to issue instructions to the Head Masters concerned where the ICT@5000 Schools Computer Education Programme is being implemented on the following and submit the report immediately:

- a. To allot all the teachers (including HM) to undergo the computer training programme given by the contractor/agency in the school premises as the ICT@5000 Schools CEP is going to be ended by September 2013 to February 2014 in the phased manner and the Computer Lab is to be maintained by the Teachers for teaching the Computer Education Lessons and Academic subjects also to the students.
- b. To identify one teacher who is trained and aware of Computer Education as incharge of the Computer Lab and inform the Name of the Teacher along with Contact Number to this office immediately.
- c. To take over the Computer Lab i.e., computers, printer, generator, UPS, furniture and other equipment related with the Computer Lab are in good working condition.
- d. The Head Master should see that the electricity and internet bills are paid by the agency without any dues as the Computer Lab will be handed over by the Agency to the concerned Head Master after completion of ICT@5000 Schools Computer Education Programme.
- e. After taken over the computer lab, the Head Master should maintain the Stock Register for the Software and Hardware and other equipment in Computer Lab properly.
- f. The Head Master should take necessary measures to keep the equipment in Computer Lab in safe custody.

(P.T.O.)

- g. To start the Computer Education teaching immediately after handing over the Computer Lab by the agency.
- h. If, there are no teachers trained on Computer Education, the Head Master should take measures to teach the Computer Education to the students by the teachers who are aware of Computer Education.

Further, they are requested to submit the following information on Computer Education Programme to this Office on or before 25.10.2013:

- a) To submit the list of schools where Computer Lab is taken over by the Head Masters and the name of the teacher who is appointed as incharge for the Computer Lab under ICT@5000 Schools CEP.
- b) To submit the handingover reports by the agency in prescribed proforma under ICT@5000 Schools CEP.
- c) To inform the date of Computer Education teaching is started by the teachers after handing over by the Agency under ICT@5000 Schools CEP schools wise.
- d) To submit the year-wise and school-wise list of teachers trained by the agency under ICT@5000 Schools CEP.

Encl:- Proforma of Equipment Handover report.

Sd/-B. Lingeswara Reddy,
District Educational Officer (FAC),
Visakhapatnam.

To
To all the Deputy Educational Officers in the district.
To all the Mandal Educational Officers / Deputy Inspector of School (Urban Range),
Visakhapatnam.
Copy to the District Co-ordinator, Educomp Solutions Ltd., Visakhapatnam.
Copy submitted to the Regional Joint Director of School Education, Kakinada.
Copy submitted to the Commissioner and Director of School Education, Andhra Pradesh,
Hyderabad.