

Bihar Government
Human Resource Development Department
NOTIFICATION

Memo No. 8/ and 3-157 / 2003 Portion 1..... Patna, Dated.....

In exercise of the powers conferred by Section 38 of the Right of Children to Free and Compulsory Education Act, 2009, the Governor, Bihar Government hereby makes the following Rules, namely:- The Bihar State Free and Compulsory Education of Children Rules, 2011:

THE BIHAR STATE FREE AND COMPULSORY EDUCATION OF CHILDREN RULES, 2011

**PART-I
PRELIMINARY**

Short title, extent and commencement:-

1. 1. These Rules may be called “The Bihar State Free and Compulsory Education of Children Rules, 2011”.
2. These Rules extends to the whole State of Bihar.
3. They shall be deemed to have come into force with effect from the date of issuance.
2. 1. In these rules, unless the context otherwise requires,
 - (a) 'Act' means The Right of Children to Free and Compulsory Education Act 2009;
 - (b) Anganwadi' means an Anganwadi Centre operated under the Integrated Child Development Scheme of the Ministry of Women and Child Development of the Government of India;
 - (c) “Appointed date” means 1st April, 2010, the date on which the Act deemed to have come into force;
 - (d) “Chapter”, “section” and “Schedule” means respectively Chapter, section of, and Schedule to, the Act;
 - (e) “Child” means any child male or female in the age group of 6 to 14 years;
 - (f) “Pupil Cumulative Record” means record of the progress of the child based on comprehensive and continuous evaluation;
 - (g) “School Mapping” means planning school location to overcome social barriers and geographical distance;
 - (h) "Academic Authority" means the academic authority notified by the Human Resource Development Department, Bihar Government;
 - (i) “Primary School” means the school that imparts education between class 1 and class 5;
 - (j) “Elementary School” means the school that imparts education between class 1 and class 8;
 - (k) “Neighborhood” in context of a school' means the habitations, whose children are entitled to get admission in that school and are notified by competent authority;

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- (l) “District Committee for Recognition” means the committee formed under rule 11 of these rules;
- (m) “Block Education Officer” means officer specified by human resource development;
- (n) “Elementary School Education Committee” means committee constituted under rule 13 of these rules and registered under these rules;
- (o) “Parent’s Meeting” means the meeting of the parents of children studying in relevant primary/middle/basic school;
- (p) “Parent” means those parent whose child/children are enrolled in relevant school;
- (q) “Guardian” means “Legal Guardian” declared by competent court;
- (r) “General Election” means election conducted for Elementary School Education Committee at the end of the prescribed period of “3 (three) years”;
- (s) “Candidate” means a person who is appropriately nominated in election and who present himself as a prospective candidate in the relevant election;
- (t) “Elector” means a person whose name is recorded in the electoral list of the relevant school at the relevant time;
- (u) “Registration Officer” means an officer designated to prepare electoral list under these rules;
- (v) “Electoral Officer” means an officer appointed to conduct the election of school education committee;
- (w) “Deputy Electoral Officer” means a person or an officer appointed to help electoral officer;
- (x) “Panchayati Raj Institution” means village panchayat, panchayat committee and district council;
- (z) “Civic Body” means city panchayat, city council and municipal corporation;
- (a1) “Election Authority” means the authority constituted under section 3 of Bihar State Election Authority Acts, 2008;
- (a2) “Feeder Area” means the area specified for school and declared as it by a competent authority. The headmaster of the school and block education development officer collectively will deemed to be the competent authority for this purpose;
- (a3) “Children of Disadvantaged Group” means the children specified by government for implementation of these rules;
- (a4) “Children of Weaker Section” means the children specified by government for implementation of these rules;
2. All “Referencing Forms” in these rules means the forms enclosed as annexure.
3. All other words and expressions used here in and not defined but defined in the Act shall have the same meanings respectively assigned to them in the Act.

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PART – II
SPECIAL TRAINING FOR THE PURPOSE OF FIRST PROVISO TO SECTION
4 OF THE RIGHT OF CHILDREN TO FREE AND COMPULSORY
EDUCATION ACT

3. (1) The School Management Committee/ local authority shall identify children requiring special Training and organize such training in the following manner, namely:
- (a) The special training shall be based on specially designed, age appropriate learning material, approved by the academic authority;
 - (b) The training shall be provided on the premises of the school or in safe residential facilities;
 - (c) The training shall be provided by teachers working in the school;
 - (d) The duration of the training shall be for a minimum period of 3 (three) months, which may be extended by based on periodical assessment of learning progress, for a maximum period not exceeding two years. Decision to extend the limit of maximum period of 2 (two) years can be taken in special circumstances;
 - (e) The child shall, upon induction into the age appropriate class, after special training, continue to receive special attention by the teachers of related school to enable him/her to successfully integrate with the rest of the class, academically and emotionally.

PART – III
DUTIES OF STATE GOVERNMENT AND LOCAL AUTHORITY
DETERMINATION OF AREAS OR LIMITS FOR THE PURPOSE OF
SECTION 6 OF THE ACT

4. (1) The areas or limits of neighborhood within which a school has to be established by the State Government shall be as under –
- (a) A primary school has to be established within a limit of 1 (one) km. of all habitations, where number of children between the ages of 6-14 years are at least 40 (forty);
 - (b) An elementary school has to be established within a limit of 3 (three) km. of any habitation;
- (2) Wherever required, the State Government shall upgrade a primary school to elementary school.
- (3) In places with difficult terrain, risk of floods, landslides, erosion, lack of roads and in general, danger for young children in the approach from their homes to the school, the State Government or the local authority may consider to locate the school in such a manner as to avoid such dangers, by relaxing the limits specified under sub rule (1) of rule 4.
- (4) For children from very small habitations as identified by the State Government/Local Authority, where no school exists within the area or limits of neighborhood specified under Sub-Rule (1) above, the State Government/Local Authority

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shall make adequate arrangements, such as free transportation, residential facilities and other facilities, for providing elementary education.

(5) In areas with high population density, the State Government/local authority may consider establishment of more than one neighborhood school, having regard to the number of Children in the age group of 6-14 years in such areas.

(6) The Local Authority shall identify the neighborhood school(s) where children can easily be admitted and make such information public for each habitation within its jurisdiction.

(7) In respect of children with disabilities, which prevent them from accessing the school the State Government/Local Authority will endeavour to make appropriate and safe transportation arrangements for them to attend school and complete elementary education.

(8) The State Government/Local Authority shall ensure that access of children to the School is not hindered by social and cultural factors.

Responsibilities of The State Government/Local Authority for the purposes of Sections 8 and 9 of The Act.

5. (1) Every child of the following category shall be entitled to free textbooks, writing materials and uniform:

(a) A child referred to in Sub-clause (i) of clause (n) of section 2 of the Act;

(b) A child referred to in sub-clause (ii) Of clause (n) of section 2 the Act in pursuance of clause (b) of sub section (1) of section 12 of the Act;

(c) A child attending a school referred to in sub-clause (iii) and (IV) of clause (n) of section 2 in pursuance of clause (c) of sub section (1) of section 12 of the Act.

Provided that the child with disabilities shall also be provided free special learning and support material.

Explanation: In respect of the child admitted in pursuance of clause (b) of subsection (1) of Section 12 and a child admitted in pursuance of clause (c) of subsection (1) of section 12 of the Act, the responsibility of providing the free entitlement shall be of the school referred to in sub-clause (ii) of clause (n) of section 2 and of sub-clauses (iii) and (IV) of clause (n) of section 2 of the Act, respectively.

(2) For the purpose of determining and for establishing neighborhood schools, the State Government/local authority shall undertake school mapping, and identify all children, including children in remote areas, children with disabilities, children belonging to disadvantaged groups, children belonging to weaker sections and children referred to in Section 4, within a period of 1 (one) year from the appointed date, and update it every year thereafter.

(3) The State government/local authority shall ensure that no child is subjected to caste/class/religion or gender abuse in the school.

(4) For the purposes of clause (c) of section 8 and clause (c) of section 9, the State Government and the Local Authority shall ensure that a child belonging to a weaker section and a child belonging to disadvantaged group is not discriminated against during mid-day meals, in the play grounds, in the use of common drinking water and toilet facilities, and in the cleaning of toilets or classrooms.

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Maintenance of records of children by local authority for the purpose of clause (d) of section 9 of the Act

6. (1) The Local Authority shall maintain a record of all children, in its jurisdiction, through a household survey, from their birth until they attain 14 years.
- (2) The record, referred to in sub-Rule (1), shall be updated every year.
- (3) The record, referred to in sub-Rule (1), shall be maintained transparently, in the public domain, and used for the purposes of clause (c) of section 9.
- (4) The record, referred to in sub-Rule (1) shall, in respect of every child, include:
- (a) name, sex, date of birth (Birth Certificate Number), place of birth;
 - (b) Parents'/guardians' names, address, occupation;
 - (c) Pre-primary school/Aanganwadi centre that the child attends (up to age 6);
 - (d) Primary/Elementary school where the child is admitted;
 - (e) Present address of the child;
 - (f) Class in which the child is studying (for children between age 6-14), and if education is discontinued in the territorial jurisdiction of the Local Authority, the cause of such discontinuance;
 - (g) Whether the child belongs to the weaker section within the meaning of clause (e) of section 2 of the Act;
 - (h) Whether the child belongs to a disadvantaged group within the meaning of clause (d) of section 2 of the Act;
 - (i) Details of children requiring special facilities/residential facilities on account of migration and sparse population, age appropriate admission and disability.
- (5) The Local authority shall ensure that the names of all children enrolled in the schools under its jurisdiction must be available for display in each school.

PART-IV
RESPONSIBILITIES OF SCHOOLS AND TEACHERS

Admission of children belonging to weaker section and disadvantaged group for the purpose of clause (c) of sub-section (1) of section 12

7. (1) The school referred to in sub-clause (iii) and (iv) of clause (n) of section 2 of the Act shall ensure that children admitted in accordance with clause (c) of sub-section (1) of section 12 shall not be segregated from the other children in the classrooms nor shall their classes be held at places and timings different from the classes held for the other children.
- (2) The school referred to in sub-clause (iii) and (iv) of clause (n) of section 2 of the Act shall ensure that children admitted in accordance with clause (c) of sub-section (1) of section 12 shall not be discriminated from the rest of the children in any manner pertaining to entitlements and facilities such as text books, uniforms, library and learning facilities of Information, Communication Technology (ICT), co-curricular activities and sports.
- (3) The area or limits of neighbourhood for the purposes of admissions to be made in accordance with clause (c) of sub-section (1) of section 12 of the Act shall be used in accordance with sub-rule (1) of rule 4.

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Provided that school may extend the limits of neighbourhood with prior approval of the State Government to fulfill required percentage of children referred to in clause (c) of sub-section (1) of section 12.

Reimbursement of per-child expenditure by the State Government for the purpose of sub-section (2) of section 12 of the Act

8. (1) The total annual recurring expenditure incurred by the State Government, from its own funds, and funds provided by the Central Government, and funds provided by any other authority, on schools established, owned or controlled by the the State Government or controlled by an authority; divided by the total number of children enrolled in all such schools, shall be deemed as the per-child expenditure incurred by the State Government and shall be evaluated by the State Government every year. The payment will be made to the school in the form of cheque by related district education officer on recommendation of committee formed for recognition.

Explanation: (1) For the purpose of determining the per-child expenditure, the expenditure incurred by the State Government or Local Authority on schools referred to in sub-clause (ii) of clause (n) of section 2 of the Act and the children enrolled in such schools shall not be included.

(2) Every School shall maintain a separate bank account in respect of the amount received by it as reimbursement

Documents for age proof for the purpose of section 14 of the Act

9. Wherever a birth certificate issued under the Registration of Births, Deaths and marriages Act, 1886 is not available, any one of the following documents shall be deemed to be proof of age of the child for the purposes of admission in Schools:-

- (a) hospital/Auxiliary Nurse or Midwife (ANM) register/record;
- (b) anganwadi record; and
- (c) declaration of the age of the child by the parent or guardian.

Extended period of admission for the purpose of section 15 of the Act

10. (1) Extended period of admission shall be six months from the date of commencement of the academic year of a School.

(2) Where a child is admitted in a School after the extended period, he shall be eligible to complete studies with the help of special training, as determined by the Head Master of the School.

Recognition of Schools for the purpose of section 18 of the Act:

11. (1) For the recognition of every school, other than a school established, owned or controlled by the State Government or local authority, a three member committee shall be formed at every district as under:

- (a) District Education Officer – Convener;
- (b) An officer of the rank of Deputy Collector nominated by District magistrate – Member;
- (c) District Education Superintendent – Member Secretary.

(2) Every school other than a school established, owned or controlled by the State Government or the Local Authority, established before the commencement of the

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rules, shall make a self declaration in the Form No-1 as shown in the Annexure within a period of six months from the commencement of these rules to the Member Secretary of the committee about compliance of the Norms and Standards mentioned in the Appendix of the Act and about the following conditions:

- (a) That the school is run by a society registered under the Societies Registration Act, 1860 (21 of 1860), or a public trust constituted under any law for the time being in force;
 - (b) That the school is not run for profit to any individual, group or association of persons;
 - (c) That the school conforms to the values enshrined in the constitution;
 - (d) That the school building or other structures or the grounds are used only for the purposes of education and skill development;
 - (e) That the school is open to inspection by any Officer authorized by the State Government or Local Authority;
 - (f) That the school shall furnish such reports and information as may be required by the the Director, Primary Education or District Education Superintendent from time to time and comply with such instructions of the State Government/Local Authority as may be issued to secure the continued fulfillment of the condition of recognition or the removal of deficiencies in the working of the school;
- (3) Every self declaration received in Form-1 shall be placed by the Member Secretary in public domain within fifteen days of its receipt.
- (4) The Committee or Members of committee shall make a site inspection of such schools about their compliance of Norms and Standards mentioned in Form – 1 and Conditions mentioned in sub-rule 2 within a period of 3 (three) months after receiving the self-declaration.
- (5) After inspection referred to sub-rule (4) is carried out, the inspection report shall be placed by the Member secretary of the Committee in public domain and schools found to be conforming to the norms, standards and the conditions shall be granted recognition by the Committee in Form – 2, within a period of 15 days.
- (6) List of schools which do not conform to the norms, standards and conditions mentioned in sub-rule (2) shall be prepared and placed by the Member Secretary in public domain.
- The School not granted recognition may again request to committee for recognition of schools within a period of 3 (three) years after complying to the norms, standards and conditions.
- (7) Schools, which do not confirm to the norms, standards and conditions mentioned in sub-rule (2) within a period of 3 (three) years from the commencement of the Act, shall cease to function.
- (8) Every school, other than a school established, controlled or owned by the State Government of Local Authority, established after the commencement of these rules shall conform to the norms, standards and conditions mentioned in sub-rule (2) in order to qualify for recognition.
- (9) School which keep functioning after appointed period without getting recognition, shall be entitled for punishment according to the provisions of the Act. The committee constituted for recognition shall be competent authority for punishment.

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Withdrawal of recognition to schools for the purpose of sub-section (3) of section 19 and sub-section (3) of section 18 of the Act

12 (1) Where the Member/Members of committee on his own motion or on any representation received from any person, has reason to believe, to be recorded in writing, that a school recognized under rule 11, has violated one or more of the conditions for grant of recognition or has failed to fulfill the norms and standards specified in the Schedule, the Committee shall act in the following manner:-

(a) issue a notice to the school specifying the violations of the Condition of grant of recognition and seek its explanation within one month;

(b) in case the explanation is not found to be satisfactory or no explanation is received within the stipulated time period, the Committee shall conduct an inspection of the school and after inspection the Committee shall take decision on continuation of recognition or withdrawal;

(c) Any action of withdrawal of recognition shall not be conducted without giving the school adequate opportunity of being heard;

It is necessary to obtain approval of Human Resource Development Department before passing the order for withdrawal of recognition.

After approval of Human Resource Development Department the Member Secretary shall pass the order for withdrawal of recognition, clearly mentioning the reason for withdrawal.

(d) Any appeal before the State Government against the order issued under clause (c) of sub-rule (1) of rule 12 shall not be accepted.

(2) The order of de-recognition issued by Member Secretary shall be operative from the immediately succeeding academic year and shall specify the neighborhood school to which the children of the de-recognized school shall be admitted.

Part-V

Elementary School Management Committee

Composition and Functions of the School Management Committee for the purpose of section 21 and 22 of the Act

13. (1) A school management committee shall be constituted in every school established, controlled and owned by the State Government/Local Authority, whose 75 percent members shall be elected by parents/guardians.

(2) Parents/guardians of every child enrolled in the school shall be able to participate in the election.

(3) Committee constituted under rule 13(1) shall be called Elementary School Education Committee.

(4) The committee shall consist of 14 members out of which 12 shall be from amongst parents/guardians of children. Two members of the committee shall be ex officio out of which one shall be head teacher/headmaster of related school and other shall be elected member of village panchayat or that of the ward of the town body where school is situated. Tenure of the committee shall be of 3 (three) years.

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(5) Election of the Member / Secretary / Chairperson of the School Education Committee shall be conducted under the direction / control and supervision of state election authority.

(6) An electoral list shall be prepared for the election of every School Education Committee.

(7) Parents / guardians of all children enrolled in the school shall be able to be registered as elector in the election of School Education Committee. But those parents of shall not be registered as the members of electoral college whose children are enrolled in the school and shall be found absent in 40 percent of the working days of the school without accepted reasons / prior permission. A person who is insane / bankrupt / convicted in a criminal case by a competent court shall not be registered as the member of electoral college.

(8) But if father or mother or both of them are not alive then the guardian who is declared by a competent court as legal guardian of the child studying in the school shall be able to be registered as the elector. If the child is adopted or in other case a person who is declared as legal guardian of the child by a competent court may be included in electoral college. Any person except parent shall not be accepted as guardian without the order of a competent court and shall not be included in electoral college in any situation.

(9) But also if the parent have two or more than two children who are enrolled in two different schools, then parent shall be registered in the electoral list of the Education Committee of that school in which they shall opt to be registered. The option of the parent shall be submitted in written form. Once parent submit their option in written form, it shall not be changed till their child continue to remain enrolled in that school.

(10) Registration Officer – The electoral list of the Education committee of every school shall be prepared under the direction, control and supervision of election authority by an officer of the Human Resource Development Department or other department, who shall be appointed by the District Magistrate of related district for the purpose and who is not junior to the Block Education Development Officer. That officer shall be considered as the Registration Officer. The Registration Officer shall coordinate and supervise all works related to the preparation of electoral list under his jurisdiction. Registration Officer shall take help of the teachers posted at elementary school/schools.

(11) The draft of the electoral list of every School Education Committee shall be prepared in Devanagari Script in Form-3.

(12) (1) The Registration Officer shall publish by sticking the draft of the full copy of the electoral list of the Education Committee of every school at the following places for public scrutiny-

- (a) On the information board of the school;
- (b) In the office of related village panchayat/town body;
- (c) In the office of Block Education Development Officer;
- (d) In any public building, library, reading room or post office which

Registration Officer deems appropriate.

(2) Besides this Registration Officer shall be able to disseminate the information with the help of Students and teachers of the school, members of village panchayat/town body and distinguished citizens that an electoral list has been prepared

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for the election of School Education Committee and it can be scrutinized at above mentioned places.

(13) Parent/guardian or only father or only mother whose name is not included in the electoral list or parent whose name is included in the list but who does not fulfill other qualifications may apply in Form-4 and Form-5 respectively to include or eliminate their names according to the situation within a period of 5 days of publication of electoral list in above mentioned manner. The name shall be eliminated on the basis of lack of general qualifications referred to in 13(7) and enrollment of same child to more than one schools. Application shall not be entertained after the prescribed period of 5 days.

(14) Claim and objections obtained shall be scrutinized summarily by the Registration Officer and order shall be issued mentioning the reason of acceptance and rejection in a nutshell and the electoral list shall be amended accordingly as required. The Registration Officer may also of his own motion amend any clerical error or factual error or incomplete entry into the published electoral list if he is satisfied that it should be done. The amended list shall be the final electoral list that shall be published again and shall be effective immediately and remain effective for 3 (three) years. A new electoral list shall be prepared according to the provisions of these rules after expiry of the period of 3 (three) years.

(15) Renewal of Electoral list: - Renewal of the electoral list shall be continuously done by school headmaster / head teacher after the constitution of the committee. On enrolment of new children into the school, the name of their parents shall be included into the list. On dropping out / completing education / transfer the names of related parents shall be removed from the electoral list. The committee shall review the action taken by the headmaster / head teacher in the meeting every three months and recommend appropriate action. Participants shall attend the meeting of the electoral college on the basis of updated electoral list.

(16) Election Officer – Under general or specific direction of election authority the Sub-divisional Magistrate or equivalent officer shall appoint an election officer for the election of every School Education Committee under his jurisdiction. The officer thus appointed shall not be junior to the block level supervisor. Block Agriculture Officer / Block Junior Engineer / Block Welfare Officer / Block Cooperative Development Officer / Block Industry Officer / Block Panchayat Officer / Block Statistical Supervisor or officers equivalent to the rank of these officers may be appointed as Election Officer. Also the teachers of State / Rajkeeykrit high School operating in a block area may be appointed as Election Officer.

(17) Assistant Election Officer – Under the direction of election authority Sub-Divisional Magistrate on recommendation of related Block Education Development Officer shall be able to appoint one or more teachers (headmaster / head teacher / assistant teacher) as Assistant Election Officer to provide help in the work of Election Officer. These teachers should not be from schools, for whose Education committee the election is being conducted. For example, if election is being conducted for the Education Committee of school “A”, then teachers (headmaster / head teacher / assistant teacher) posted in school “B”, “C” or other school may be appointed as Assistant Election Officer to help Election Officer of school “A”.

(18) One person may be appointed as Election Officer for election of more than one school committees - In the case of greater number of schools and less number of

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officers qualified for the appointment of Election Officer, there can be compulsion to appoint one officer as Election Officer for the election of more than one school committees. The Sub-Divisional Magistrate shall appoint officers as Election Officer in such a manner that one Election Officer may get the responsibility to conduct election of Education Committees of maximum of 10 (Ten) schools. If the number of schools is high, then decision to conduct election in a block in more than one phase can be taken with consultation of the District Magistrate.

(19) Notification of election of members – (a) According to provision of the Act, for the purpose of its constitution or reconstitution after the expiry of the tenure of members, under the general or specific direction of Election Authority, the District Magistrate shall block wise fix dates of election of members of Education Committees of elementary schools in his district by notification in the gazette.

(b) With approval of the election authority the District Magistrate may change the date / dates prescribed under (a) if it is necessary in invisible and inevitable situation and the date / dates changed in such manner shall be deemed determined under (a);

(c) Notification under (a) may be published maximum of 6 months before the prescribed date of election of or before the end of the tenure of the School Education Committee;

(20) Information of the specifications of election:- The District Magistrate shall, under the direction of Election Authority, fix the following in the notification mentioned in sub-rule 19 for the election of every School Education Committee:-

(a) The date of filing of nomination, scrutiny and withdrawal of name shall be the same;

(b) The date for voting and announcement of election result shall be the fifth day of filing of nomination. The Voting shall start from 8 A.M. and continue till 3 P.M.. After that votes shall be counted and result shall be declared the same day.

(21) Allotment of reserved posts: - 12 (twelve) members have to be elected from the electoral list of parent's meeting:-

(a) Only one person from amongst the parent may be candidate for any post. If the mother has presented her candidature for the membership of the committee, father may not become a candidate. It means only mother or only father and not both from amongst the parent may become member in any School Education Committee;

(b) Out of 12 (twelve) seats 6 (six) seats shall be of reserved category and other 6 (six) seats shall be of unreserved category. Out of 6 (six) unreserved category seats 3 (three) seats shall be reserved for women and the rest 3 (three) seats shall be open for men and women. Out of 6 (six) seats of reserved category 1 (one) seat shall be reserved for scheduled tribe, 1 (one) shall be for scheduled caste, 2 (two) shall be for extremely backward classes and 2 (two) shall be for backward classes;

(c) The seat shall be reserved for scheduled tribe only if 5 (five) percent of the population of related village panchayat or town body area are scheduled tribe, otherwise the seat for scheduled tribe shall be available for schedule caste;

(d) On unavailability of any one of scheduled caste and scheduled tribe one's seat shall become available for other category and on unavailability of both of scheduled caste / scheduled tribe their seats shall be reserved for extremely backward classes.

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On availability of reserved post for scheduled caste and scheduled tribe and both, in the first election, scheduled tribe seat shall be reserved for a woman and scheduled caste seat shall be open for woman and man both. In the second election, scheduled tribe seat be open for a woman and man and scheduled caste seat shall be reserved for woman. In the third election the arrangement shall be like first election.

(e) Out of 2 (two) seats reserved for extremely backward classes, 1 (one) shall be reserved for a woman;

(f) Out of 2 (two) seats reserved for backward classes, 1 (one) shall be reserved for a woman.

Explanation

The first election means the election conducted first time under the provisions of these rules and after it comes in force. Second and third election means the election conducted second and third time after the completion of the prescribed period as per situation.

(22) Teachers / Government Servants of the school may not be elected as the member of the Committee: - In a situation where the children of teachers / government servants of a school is enrolled in the school, the posted teachers / government servants shall be deemed ineligible to be elected as the member of the group of 12 (twelve) members of parents in the committee. But this provision shall not be applied on the husband / wife of the teacher / government. The same provision shall be applied on ward member, that means, even if his children are studying in the school he shall not be deemed as eligible to be elected for membership.

No member of the committee shall be able to represent two different categories. For example the ex-officio member as ward member shall not be eligible to be elected as the member of the parent's group of committee.

(23) Publication of information of the election:- The information about the schedule published by the notification mentioned in rule 19, shall be published by the election officer on the school information board before 7 (seven) days at least from the date of nomination and a copies of this shall be published also at the office of village panchayat / town body. The block education development officer and teachers working at the school shall have the responsibility to inform all electors about the above mentioned program with the help of children studying in the school or by above mentioned manner. The information of election schedule shall be issued in the Form-6. The dates of nomination and voting, venue and time shall definitely be included in the information.

(24) Filing of nomination form and operating other processes:-

(a) The election officer shall demand nomination form from interested candidates from amongst parents on the date appointed in sub-rule 19 and according to the reserved / unreserved situation. Candidates filing nomination from Reserved categories such as scheduled caste, scheduled tribe, extremely backward classes, backward classes, shall have to enclose with their nomination form the original copy of certificate issued by the local Block Development Officer / Circle Officer / other competent officer;

(b) The nomination form shall be in Form-7 and it should have signatures of candidate and two proposers at least. The proposer shall be from amongst the parents

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mentioned in the electoral list. It is essential to mention category, that is, reserved category / woman general / general in the nomination form;

(c) One elector is entitled to propose only one candidate's name;

(d) The elector, who is proposer for a candidate, shall not be candidate himself. Similarly, a candidate may not be proposer for a different candidate;

(e) As the nomination form be submitted, it shall be allotted a serial number by election officer, that is, nomination form accepted first shall be allotted serial number-1, the nomination form accepted after that shall be allotted serial number-2, similarly, other serial number shall be allotted.

(25) On expiration of the time appointed for the submission of the nomination forms it shall summarily be checked by election officer in the presence of respective candidates and it shall be rejected if the nomination form does not confirm to the provisions of the sub-rule 21, 22 and 24 of rule 13 of these rules or if the candidate is not found eligible for the election and the election officer shall prepare the list of lawfully nominated candidates and announce their names.

(26) If the number of the lawfully nominated candidates is equal to the number of members to be elected then all candidates shall immediately be announced as elected.

(27) If the number of the lawfully nominated candidates is more than the number of members to be elected then election officer shall provide one hour time for some candidates to withdraw their candidacy in writing. Withdrawing of candidacy shall be executed in Form-8 and even after the expiry of the provided period if the number of the nominated candidates is more than the number of the candidates to be elected, then within a period of five (5) days, voting shall be conducted by ballot papers on prescribed time. In the situation of voting, every lawfully nominated candidate shall be allotted one symbol from amongst symbols mentioned in schedule-1 and concerned candidates shall be informed then and there about this in the form prescribed in schedule-2. On special a condition of falling short of symbols mentioned in schedule-1, the election officer shall in his discretion allot other symbol to the candidate.

(28) The election officer shall prepare ballot paper as directed by election authority. Ballot paper shall be prepared in Form-9. The name of the candidate and the copy of the allotted symbol shall be clearly mentioned in the ballot paper. The election officer shall create the copies of ballot papers equivalent to the total number of electors and mention serial numbers on it. Ballot papers shall be created on paper for the purpose of election of 12 (twelve) members by parent members from amongst themselves.

(29) Then the election officer shall call every elector present there one by one and find out his name in the entries mentioned in electoral list and then give the ballot paper to the respective elector after marking his name with red ink.

(30) If the identity of an elector is challenged by some candidate, then the elector shall not be given the ballot paper at that time and the election officer shall ask him the following questions –

(a) Which child's parent are you and which class does he / she study in?

(b) What is the age of the child?

(c) Tell about any specific mark on the body of the child.

(d) How many children do you have other than this child and what do they

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(e) Who are those among the parents present here, who can say that you are genuine elector?

Also the school admission register may be an important document to establish the identity of parent of a child.

After getting the answers of above mentioned questions and asking to teachers and other parents present there, if the election officer is satisfied that the concerned person is a genuine elector then the person shall be immediately given the ballot paper. If the election officer is not satisfied with the identity, he shall not give the ballot paper to the concerned person.

(31) The election officer shall make his full signature on the back of every ballot paper before issuing it. The election officer shall tell the elector to mark with the stamp supplied by him on the symbol mentioned in the column in front of the candidate of his / her choice according to the number of spaces available on every ballot paper.

(32) If number of members to be elected for a certain category is one and number of candidates is five, marking with stamp shall be made in front of only one candidate. If number of members to be elected is five and number of candidates is six or more, marking with stamp shall be made in front of any five candidates. If the marking with stamp has been made in front of more number of candidates than the number of members to be elected by an elector, his ballot paper shall be deemed as cancelled. If stamp has been placed in front of the name of less number of candidate than the number of spaces available by an elector, his ballot paper shall not be deemed as invalid and the votes shall go to the account of those candidates in front of whom the stamp has been placed.

(33) Before the start of voting the election officer shall open the ballot boxes and show them to all elector that the boxes are completely empty. The boxes shall be brought back to in the position of voting and the wires on the cover shall be closed and the boxes shall be sealed.

(34) If any candidate wants to be present to monitor the process of voting, he shall be provided by the election officer proper arrangement for sitting at the polling venue.

(35) Ballot boxes shall be of the same type and specifications that are used in panchayat elections. The above mentioned ballot boxes shall be proved to election officer by the concerned Block Development Officer by the order of the District Election Officer. If the number of electors is 500 or less, one polling booth shall be set up otherwise more than one booth shall be set up. Every booth shall be appointed for the electors of certain serial numbers and it shall be communicated.

(36) (a) The elector after getting ballot paper shall go into polling cell (which can be set up by surrounding card board or cloth for the purpose of privacy) set up at polling station.

(b) Shall put stamp on the ballot paper in the column in front of the name of his candidate of choice;

(c) Shall fold the ballot in such manner as no one could learn his vote and stamp is not printed in the column of other nominated candidate;

(d) Shall put the folded ballot in the assigned ballot box; and

(e) Move out of the polling hall;

(f) Every elector shall cast his vote without inappropriate delay.

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(37) Special arrangement for voting by blind / disabled elector:- If some elector because of blindness / disability is unable to read symbols in ballot paper or if is physically unable to put ballot paper into the ballot box, he may enter into the polling cell with his own child or other child (on absence of his own child) who is studying in the respective school and the ballot paper shall be stamped as per the wish of the elector and shall be put into the ballot box by the child. Any one child may assist only one elector.

(38) After completion of the polling process the election officer shall make different category of ballot papers put in the ballot box in present of the available candidates and put them into different cartoons. Then election officer shall count the votes put in every cartoon and prepare different result sheets in Form-10 mentioning the name in every category and number of votes obtained by every one of them and shall declare the candidate / candidates, who obtained maximum number of votes, as elected.

(39) The election certificate in the Form-11 shall be issued by taking receipt in acknowledgement to the elected member then and there.

(40) Recounting – If any party request for recounting giving sufficient reason, the request shall be accepted.

(41) Decision of result by lottery on obtainment of equal votes:- The decision of result shall be reached on by lottery with the help of chits on obtainment of equal votes by two or more candidates.

Explanation: - Decision of result shall be reached on by lottery, if the number of candidates getting equal vote is more than the number of vacancies. For example, if 5 candidates gets 15, 15, 12, 10 and 10 votes respectively against 3 vacancies, then there is no need to conduct lottery and the candidates who have gotten first 15, 15 and 12 votes shall be declared as winner. But if the number of votes obtained are, 20, 12, 10, 10 and 10 then candidate getting 20 and 12 votes shall be declared as winner and the decision of result among the remaining 3 candidates (who has gotten 10 votes each) shall be reached on by lottery. In the same manner if the first 4 candidates get 15 votes each and fifth candidate gets 2 votes, 3 candidates shall be declared as winner among the four by lottery.

(42) Acceptance of oath: - The election officer shall swear in elected members in the light of Form-13 immediately after issuing election certificates. Two (2) ex-officio members shall also be sworn in with the elected members.

(43) Under the general and specific direction of election authority the chairman and the secretary shall be elected as soon as possible by the majority of the elected members of the committee.

(44) Information of meeting:- The chairman and the secretary of the committee of the respective school shall be elected within a period of maximum 7 (seven) days after the completion of the election of committee members. The information for this purpose that clearly include the date, venue and time of the meeting for the election, shall be disseminated by the election officer. The information shall also include the period of the submission of nomination form and polling, if any. The information regarding the meeting shall be issued in Form12.

(45) Election officer:- Under the direction of election authority the sub-division officer or any equivalent officer shall nominate an officer / employee for the election of chairman / secretary of School Education Committee. The person, who was appointed as

the election officer for the election of members, too, may be appointed as the election officer.

(46) Election of chairman and secretary:- The chairman and the secretary shall be elected from amongst the all elected members of committee. In the first election the post of chairman shall be open for men and women both and the post of secretary shall be reserved for women. In the second election the post of chairman shall be reserved for women and the post of secretary shall be open for men and women both. The same order shall be repeated in subsequent elections. Woman means woman of any category.

(47) Eligibility for nomination:- (1) The elected members who file nomination for the post of chairman, shall not be able to file nomination for the post of secretary. In the same manner the elected members who file nomination for the post of secretary, shall not be able to file nomination for the post of chairman.

(2) The candidate of the post of chairman / secretary must have at least two proponents (who are elected members of the committee) otherwise his nomination form shall be rejected. The proponent shall be able to be the candidate of the post of chairman / secretary. In the same manner the candidate of the post of chairman / secretary shall not be able to be proponent for other candidate.

(48) Nomination form and withdrawal of name: - The nomination for the post of chairman and secretary shall be submitted to the election officer separately in Form-7. The nomination forms shall be summarily scrutinized by the election officer and one hour shall be provided for withdrawal of name. The information regarding withdrawal of name shall be issued in Form-8. After the expiry of this period, if only one candidate remains for the post of chairman and only one person remain also for the post of secretary, those candidates shall be declared as duly elected for the respective post. If after the expiry of the above mentioned period, the number of nominated candidates remains more than one for either one or both posts, polling shall be conducted for the post of chairman / secretary as per the situation by secret ballot according the process adopted for the election of the members and the candidate, who gets more than fifty percent of the votes of present voting members shall be declared as elected. Symbols shall be allotted for the election of chairman / secretary in the same manner as adopted in the election of members.

(49) Process of election:- Election for the post of Chairman:- If more than one candidate are nominated lawfully for the post of chairman, the election officer shall adopt the following procedure:-

(a) Election officer shall distribute or make distribute to every member eligible for voting and present in the meeting the ballot paper in Form-9 that appropriately include names of all nominated candidates and symbol mentioned in front of every name;

(b) Thereafter member interested for voting shall come forward to cast his vote and put stamp against the name of the candidate of his choice but shall not make signature on the ballot and drop the ballot in the designated ballot box;

(c) Thereafter election officer shall count the votes cast in favor of every candidate. If there are only two candidates, then he shall declare the candidate having majority as elected. If both candidates have equal number of votes, then election officer shall conduct lottery between them and the winner of the lottery shall be deemed as having one extra vote. Next procedure shall be conducted after that;

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(d) If more than two candidates have been nominated appropriately, then following procedure shall be adopted to decide result;

(1) After recording and counting of votes election officer shall declare the number of total votes obtained by every candidate. If a candidate gets more than half of the total provided votes, he shall be declared as appropriately elected.

(2) If no candidate gets more than half of the total votes, then the candidate who gets the least number of votes shall be eliminated and votes shall be taken afresh. The process shall be continued until a candidate gets more than half of the total votes and after that he shall be declared as appropriately elected.

(3) If number of votes cast in favor of every candidate is same or if the number of votes cast in favor of the candidates who have obtained the least number of votes are same, then one among them shall be eliminated by lottery.

Example:- (a) If out of 12 votes A gets 7 and B gets 5, then A shall be elected appropriately.

(b) If, out of 12 votes, A gets 6 and B gets 6, a lottery shall be held to eliminate one out of the two.

(c) If, out of 12 votes, A gets 4 and B gets 4 and C gets 4, and lottery shall be held to eliminate one and votes shall be taken afresh.

(d) If, out of 12 votes, A gets 6 and B gets 4 and C gets 2, then C shall be eliminated and votes shall be taken afresh for A and B.

(e) If, out of 12 votes, A gets 6 and B gets 3 and C gets 3, then lottery shall be held to eliminate B or C and votes shall be taken afresh for remaining two candidates.

(50) Election for the post of secretary: - The above mentioned procedure shall be adopted also for the election of secretary.

(51) Declaration of result: - The result shall be prepared in Form-10 and shall be declared by election officer. After declaration of the result election officer shall give election certificate in Form-11 to such candidate.

(52) Swearing: - The election officer shall swear in president and secretary in the light of Form-13 immediately after declaration of election result.

(53) Registration of the committee: - Block Education Development Officer shall register the committee as an institution within a period of 3 days after the completion of election process and send information regarding this to village panchayat, panchayat committee, district council, district education superintendent, district education officer and district officer.

(54) Publication and dispatch of the list of committee members: - District magistrate shall publish into the gazette the list of all members of every of school education committee under his district within a period of 15 days of the registration of committee. And a copy of it shall also be dispatched to election authority and human resource development department.

(55) Electors shall be made aware of election rules by election officer: - Under the direction of authority the election officer shall convene a meeting of the parent electors with the help of principal / head teacher of the school prior to the start of the election process and shall make them aware of the rules and procedures for the purpose of committee members.

(56) Power of election officer to designate the process: - If there is some practical problem in conduction election of members / chairman / secretary of the

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committee according to the above mentioned procedure, then election authority shall be free to adopt a procedure, which he deems fit and which is not inconsistent to provisions of the Act.

(57) Election record shall be kept in appropriate custody: - Election officer shall keep with him the election record after having sealed in presence of candidates immediately after the declaration of election result, and after the general period of 45 (forty five) days or after clearance of any appeal if filed shall handover the election records into the custody of respective school principal / head teacher. The school principal / head teacher shall keep election record in his custody for at least ninety (90) days, after which he shall destroy it. The following shall be included in the election record:-

- (a) Set of nomination papers filed;
- (b) Ballot papers put into the ballot boxes;
- (c) Result sheet prepared after the counting of votes.

(58) The officers not discharging their duty appropriately shall be penalized:- If election authority is satisfied that any registration officer, election officer, assistant election officer or any officer / employee related to the election work of the committee is guilty of defying rules, favoritism or malpractice in election for the purpose of causing benefit or loss to any party, then on recommendation of election authority the State Government shall take departmental and disciplinary action against the respective person.

(59) Legal action shall be taken against parent or any other person for creating disturbance / chaos or obstacle in election process:- Legal action shall be taken on the report of election officer under the relevant provisions of Indian penal code against parent or other person who shall be found creating obstacle or behaving inappropriately or creating disturbance / chaos. The relevant district magistrate shall also have power to declare unfit for election to misbehaving parent.

(60) Responsibility of law and order: - The district magistrate under the direction of election authority shall make all appropriate arrangements, what he deems necessary to complete election process in fair and fear-free environment. It shall be duty of the police superintendent to provide police force as required under the direction of district magistrate to conduct operation of law and order and other work.

(61) Suspension of polling in emergency situation: - If polling is not possible due to riot, violence, natural calamity or destruction of polling materials during polling at polling station or due to other appropriate reason, the election officer shall be able to suspend polling and he shall inform sub-divisional magistrate about it with respective reason.

(62) (a) Meeting of the committee shall be convened every month;

(b) If a member of school education committee is absent in four consecutive meetings of school education committee without satisfactory clarification, the committee shall be able to terminate his membership, but such action may not be taken against ex-officio members.

(63) The membership of 12 elected members of parent group shall remain intact till their wards remain enrolled in the school. On vacancy created due to child not remained enrolled in the school or other reasons, the vacancy shall be fulfilled from the same category so far as by unanimous nomination or by election if agreement is not reached.

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(64) Resignation of chairman / secretary / members of the committee: - The secretary and members of a school shall be able to give their resignation letter to the chairman and shall also be able to give a copy of it to sub-divisional officer via block education development officer. The authenticity of the resignation letter shall be enquired by the chairman within a period of two days after receiving the resignation letter. The resignation letter may be taken back within a period of five days after giving the resignation letter. The chairman of the committee shall give his resignation letter to the Block Education Development Officer and shall give a copy of it also to related sub-divisional officer. The chairman, too, may take his resignation letter back within a period of five days. After the expiry of the five days period the resignation letter shall be deemed acceptable which shall be duly announced by the Block Education Development Officer.

(65) Complaint received against chairman / secretary / members of School Education Committee may be investigated by the State Government through an officer not junior to the Block Education Development Officer. Complaint paper may be submitted to the office of Sub-Divisional Officer. The matter shall be investigated by an officer about whom decision shall be taken by the State Government. The State Government shall be able to delegate it's power permanently / temporarily to District Officer / Deputy Development Commissioner / other administrative officer through a state mandate. Upon conviction the member may be evicted, warned or suspended for limited number of meetings. In the case of misconduct of the members and misuse or embezzlement of fund legal action shall be taken. The vacancy as result of eviction may be filled by prescribed procedure.

(66) (a) If the State Government thinks that some school education committee is not working consistent to the provisions of the Act in the interest of the school and development of the school is not possible by the committee or the committee is not successful in executing the works directed by the Government, then the Government may decide to dissolve the committee and constitute a new committee. The Government may take such decision on the basis of the report of District Education Superintendent / District Education officer / Deputy Development Commissioner / District Officer and others. In this regard the Government may delegate its power to some officer / authority under a state mandate;

(b) The information of the dissolution of the Education Committee of a school shall be given to the District Officer by concerned Block Education Development Officer. The District Officer shall give the information regarding this to the election authority, which shall take action to form committee.

(67) No confidence motion against the chairman or secretary: - (a) The School Education Committee may be able to pass no confidence motion against the chairman or secretary by two third majority.

(b) The motion of no confidence against the chairman / secretary may not be brought before the completion of one year of tenure;

(c) If no confidence motion is once rejected, the new motion of no confidence may not be brought during the remaining tenure of the committee;

(d) The claim of the no confidence motion with signatures of at least half of the elected members of the committee shall be given to the Sub-Divisional Officer through the concerned Block Education development Officer. The Sub-Divisional Officer

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within 10 days of receipt of the claim shall inform the chairman / secretary and other elected members of the committee that no confidence motion shall be discussed and vote by ballot shall be conducted on a particular date at particular place and time. Only elected members including chairman and secretary may be able to participate in polling.

Nominated / ex-officio members shall not have power to attend the meeting and take part in the polling. If two-thirds of the total elected members vote against chairman or secretary or both as the case may be, the no confidence motion shall be deemed as passed and at the same time the relevant post shall be declared as vacant;

(e) Election for the vacant post shall be conducted as soon as possible according to the provisions of these rules.

(68) In the context of children the area of operation of the School Education Committee shall be the feeder area of the school.

(a) Block Education Development Officer shall determine the feeder area of every school with the help of principal / head teacher of his area. In general every primary school shall have different feeder area, but the feeder area of a middle school may include feeder areas of one or more primary school of the same village / panchayat / town body. Objection regarding determination of feeder area shall be submitted to the Block Education Development Officer, who shall submit the objection with his remarks to the Sub-Divisional Officer (civil) of his area. Sub-Divisional Officer may take decision within a period of 30 days after receiving the report from Block Education Development Officer. Sub-Divisional Officer shall be a competent officer to resolve the objection and take decision in this regard;

(b) If there is dispute to include or exclude some Tola, Mohalla to the feeder areas of one or more school, then the basis for determination shall be the distance between tola / Mohall and school and the presence of geographical barriers between tola / Mohall and school;

(c) After determination of the feeder area of a school of a village panchayat / town body, the information regarding this shall be published on the information board of the school, at the office of village panchayat, office of town body, office of Block Education Development Officer and other public places.

(69) Besides section 21 (2) of the Act, the Committee shall perform following works:-

(a) Ensure cent percent enrolment of the children of age 6-14 years and ensure their right to education inside the feeder area of a school;

(b) Construction of school building, arrangement of mid-day meal;

(c) Taking necessary decision to arrange mid-day meal and oversee it;

(d) Taking care of that teacher should not be involved in non-educational work;

(e) To report to the competent authority after proper investigation by the committee about continuous and habitual absence of teachers or torture, humiliation or discrimination with children by them;

(f) Every school shall prepare a school development plan at least 2 (two) months before the start of fiscal year. School development plan shall be prepared in the light of the guidelines received from the Block Education Officer. The plan shall include action plan for overall development of the school and proposal for the expenditure of different grants received by the school. The school development plan passed by the

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committee shall be placed in parent's meeting for their approval. The school development plan approved by parent's meeting shall be sent to the district education superintendent through the Block Education Development Officer;

(g) Other works may be entrusted to the committee from time to time as required.

(70) A fund shall be created in the name of school education committee in every school, in which amount received by the school from all law-full source shall be deposited. The fund shall be operated jointly by secretary of the committee and principal / head teacher.

(71) Operation of the meeting of the committee:-

(a) Convening the meeting: - After the formation of the committee its meeting shall be convened every month. The secretary shall convene the meeting with consent of the chairman. It shall be mandatory to send information of this intent through information register / letter at least seven days in advance. The chairman may also summon the meeting of the committee with three days information in emergency. The order / information to summon the meeting shall essentially include venue, time and agenda of the meeting. Generally the meeting shall be convened only in school premises. But in special circumstances (absence of school building, building is damaged etc.) meeting may be convened at a place determined by the chairman. Meeting should be convened at a public place (on unavailability of place in school) as far as possible;

Review of the financial clearance in the period between two meetings shall be a permanent considerable point in the agenda of the meeting. Until the clearance made in the period is ratified by the committee, next clearance may not be permissible.

(b) Chairmanship of the meeting: - The meeting shall be presided over by the chairman of the committee. The chairman shall nominate two members in the first meeting of the committee, who shall preside over the meeting in his absence;

(c) State of not summoning the meeting: - A state when meeting is not summoned by the chairman / secretary, at least three members of the committee shall give information about this with their signatures to the Block Education Development Officer and the Block Education Development Officer shall convene the meeting within a period of 15 (fifteen) days. The meeting shall be presided over by the chairman of the committee / any one of the 2 (two) members nominated by him. But if the chairman and both of the members nominated by him for chairmanship are absent, the chairperson for the above mentioned meeting shall be elected by mutual consent or voting.

(d) Nomination of the father or mother of disable child in the committee: - After the formation of the committee the members of the committee shall, unanimously or by simple majority, nominate either mother or father of any one of the disabled children enrolled in the school. The tenure of the nominated member shall be till the expiry of the tenure of the committee or till the child (disable child) remains enrolled in the school, whichever is earlier. The member nominated in such category shall take part in the meetings, but shall not have right to vote;

(e) Supervision of meetings: - Generally members of the committee and school teacher shall take part in the meetings. In addition officers of the Human Resource Development Department, the chairman / mayor of village panchayat, panchayat committee, town body shall be able to take part in the meeting. One (1) member of the Baal Sansad (Prime minister / student head) and in-charge of the Meena Manch, too, shall

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be able to take part in the meeting. But participants other than members (14 members group) shall not have right to vote;

In special circumstances decision of no participation of any one other than members of the committee may be taken by the chairman. The chairman may in special circumstance invite some expert / knowledgeable person / persons in the meeting, but they shall not have the right to vote.

(f) Quorum for the meeting: - At least one third of the members must be present for the meeting to be held and out of which at least three members must be elected. The physical presence of the elected / nominated / ex-officio members in the meeting is must. Members may not be replaced by his / her husband, wife, son or any one else. If evidence of some one's participation in the place of member is found, it shall be deemed as an act of misconduct on the level of the chairman;

(g) Decision of the Committee: - The committee shall discuss on the subjects mentioned in the agenda. It is expected that the decision shall be taken unanimously as far as possible but in special case voting may be conducted. Voting shall be open and vote cast in for and against of a proposal shall be mentioned in the proceeding;

(h) Proceeding of the meeting: - Proceedings of every meeting shall be recorded in the register that include signatures of chairman, secretary and all present members. Every meeting shall be ratified in the next meeting. Proceeding book of the meeting shall be kept in the custody of principal / head teacher of the school.

(72) Coordination with panchayati raj institution / town body:-

(a) School Education committee shall submit the report of its activities to panchayati raj institutions / town bodies two times in a year. The report shall be submitted to village panchayat in the case of primary school, to panchayat committee in the case of middle / buniyadee school and to town body in the case of primary school and middle / buniyadee school under town body.

(b) The panchayati raj institution / town body shall duly discuss the received report;

(c) Panchayati raj institution / town body may demand report from the committee on the complaint received against school education committee;

(d) Panchayati raj institution / town body shall be able to investigate on the complaint received against school education committee under its jurisdiction on its own or by any officer. The concerned panchayati raj institution / town body by which enquiry has been made shall duly discuss the enquiry report and send its recommendation to District Education superintendent. The district education superintendent shall inform by taking necessary action on received report within the period of 30 days within its conferred power. In the case where district education superintendent has not been conferred the power to decide, he shall send his / her recommendation for action to the Government or to an authority authorized by the Government.

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Part – VI

TEACHERS

Minimum qualifications of teachers for the purpose of sub-section (1) of section 23 of the Act

14. (1) Minimum qualifications for teachers to be appointed in Elementary School shall be determined by the education authority authorized by the Central Government.

(2) The minimum qualifications laid down by the education authority referred to in sub-rule (1) shall be applicable on every school referred to in clause (n) of section 2 of the Act.

Relaxation of minimum qualification for the purpose of sub-section (2) of section 23 of the Act

15. (1) The State Government shall estimate the requirement of teachers according to the norms mentioned in the schedule for all schools referred to in clause (n) of section 2 of the Act within six months from the application of the Act.

(2) If the State Government does not have enough number of training institutes according to the estimated requirement of teachers on the basis of sub-rule (1) or if persons of minimum qualifications laid down in sub-rule (2) of rule 14 are not available, then the State Government shall request to the Central Government for relaxation of the minimum qualification within one year from the date of notification of the Act.

(3) The Central Government shall review the request received under sub-rule (2) and shall be able to give relaxation of minimum qualification by notification.

(4) The notification referred to in sub-rule (3) shall include nature of relaxation and time-limit that shall not be more than five years from the notification of the Act. Teachers appointed during such period shall have to acquire the minimum qualification laid down by the education authority notified under sub-section (1) of section 23 of the Act.

(5) Six months after the notification of the Act no such teacher shall be able to be appointed in any school without notification of sub-rule (3) who does not have minimum qualifications laid down by the education authority notified under sub-section (1) of section 23 of the Act.

Achieving minimum qualifications under the proviso of sub-section (2) of section 23 of the Act

16. (1) The State Government shall ensure to provide adequate teacher training facilities for the teachers of the schools referred to in sub-clause (i) and (iii) of clause (n) of section 2 of the Act, who does not have the minimum qualifications laid down under sub-rule (2) of rule 15 at the time of the notification of the Act, so that they achieve the determined minimum qualification within five years from the notification of the Act.

(2) The management of a school referred to in sub-clause (ii) and (iv) of clause (n) of section 2 of the Act shall make arrangement for achievement of minimum qualifications within 5 (five) years of the notification of the Act for the teachers of the

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school who do not have the minimum qualifications laid down under sub-rule (2) of rule 15 at the time of the notification of the Act.

Salary, allowances and conditions of service of teachers for the purpose of sub-section (3) of section 23 of the Act

17. (1) The State Government shall notify salary, allowances and conditions of service for creation of a professional and permanent cadre of teachers.

(2) Following points shall be taken into consideration without prejudice for sub-rule (1) and especially for the determination of conditions of service:-

(a) The teachers should be accountable to the school education committee constituted under section 21 of the Act.

(b) The Provision of creation of favorable conditions for teachers to stay in teaching profession for long period.

Jobs and duties to be performed by teachers for the purpose of clause (f) of sub-section (1) of section 24 of the Act

18. (1) Every teacher shall perform all the duties referred to in sub-section (1) of section 24 of the Act and shall maintain Pupil Cumulative Record of every child to meet the requirements of clause (h) of sub-section (2) of section 29 of the Act, which shall form the basis for award of the completion certificate of elementary education specified in sub-section (2) of section 30 of the Act.

(2) With the duties referred to in clause (a) to (e) of sub-section (1) of section 24 of the Act, the following works shall be performed by teachers without disturbing the regular teaching works:-

(a) To participate in training program;

(b) Development of Curriculum, syllabus, training modules and textbooks.

Grievance Redressal Mechanism for Teachers for the purpose of sub-section (3) of section 24 of the Act

19. (1) The School Education Committee constituted under section 21 of the Act shall be the first level of Grievance Redressal mechanism for the teachers.

(2) The State Government shall constitute a district level authority that shall work as Grievance Redressal Mechanism for teachers.

Maintaining Pupil-Teacher Ratio in each school for the purpose of section 25 of the Act

20. (1) The unit of teachers sanctioned for the school by the State Government and local authority, whichever is applicable, shall be notified within three months from the date of notification of these rules.

“Provided that the State Government re-deploy additional teacher from the unit sanctioned before the notification referred to in sub-rule (1).

(2) If a person of the State Government or local authority deviate from the provision of sub-section (2) of section 25, he shall be liable for disciplinary action.

Part – VII

Curriculum and Completion of Elementary Education Responsibility of the academic authority under section 29 of the Act

21. The academic authority shall have the following responsibilities:-
- (1) To formulate class-wise and age appropriate relevant syllabus, textbooks and other learning materials.
 - (2) To develop 'in-service teacher training' design.
 - (3) To prepare guidelines for continuous and comprehensive evaluation of children.
 - (4) To determine the evaluation process of the overall quality of school and implement it regularly.

Award of certificate for the purpose of section 30 of the Act

22. (1) Certificate of completion of elementary education shall be awarded by the school to the children within one month from completion of elementary education by the children.
- (2) The following shall be mentioned in the certificate referred to in sub-rule (1):-
- (a) It is certified that the student has completed the course of study mentioned in section 29 of the Act;
 - (b) The certificate shall contain the pupil cumulative record of the child and also specify achievements of the child in areas of activities beyond the prescribed course of study and may include music, dance, sport etc.

Part – VIII

PROTECTION OF THE RIGHTS OF THE CHILDREN Constitution of the State Commission for Protection of Child Rights and performance of functions for the purpose of section 31 of the Act

23. (1) The action for the constitution of the State Commission for Protection of Child Rights shall be taken by the State Government in light of the Act.
- (2) In performance of its functions, the State Commission for Protection of Child Rights may also act upon matters referred to it by the State Advisory Council.
- (3) The State Government shall constitute a cell in the State Commission for Protection of Child Rights, which may assist the Commission in performance of its functions.

Manner of furnishing complaints regarding protection child rights before the State Commission for Protection of Child Rights

24. (1) The State Commission for Protection of Child Rights shall set up Child Help Line accessible by SMS/telephone/letter and which would act as the forum for aggrieved child/guardian to register complaint regarding violation of rights under the Act, in a manner that records his/her identity but does not disclose it.

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(2) All complaints to the helpline would be monitored through a transparent, on line, alert and immediate action mechanism by the State Commission for Protection of Child Rights.

Constitution and functions of the State Advisory Council for the purpose of section 34 of the Act

25. (1) The State Advisory Council shall consist of a chairperson and 14 members.

(2) The minister of Human Resource Development Department shall be the ex-officio chairperson of the Council.

(3) Members of the Council shall be appointed by the State Government from amongst persons having knowledge and practical experience in the field of elementary education and child development as under:-

(a) At least four members, shall be from amongst persons belonging to the Schedule Castes, the Schedule Tribes and Minorities;

(b) At least one member shall be from amongst persons having specialised knowledge and practical experience of education of children with disability;

(c) One member shall be from amongst persons having specialized knowledge in the field of pre-primary education;

(d) At least two members shall be from amongst persons having specialized knowledge and practical experience in the field of teacher education;

(e) At least 50 percent of the above mentioned members shall be women.

(4) The Human Resource Development Department shall make necessary arrangement for the meetings and other functions of the Council.

(5) The process of regulation of the functions of the council shall be as under:-

(a) The chairperson shall regularly organise the meetings of the Council on scheduled dates, but the interval between two meetings shall not be more than three months;

(b) The meeting of the Council shall be presided over by the chairperson. The chairperson may nominate some member of the Council to preside over the meeting in case he is not participating in the meeting due to some reason. Appearance of the 50 percent of the total members of the Council shall be necessary for the quorum of the meeting.

(6) The tenure and conditions for the appointment of the member of the Council shall as under:-

(a) The tenure of every member shall be two years from the date of joining, but the tenure of any member shall not be valid for more than two times;

(b) The member of the State Advisory Council may be removed from his position by an order of the State Government for misbehavior, inability or any one or more of the following reasons:-

(1) If declared as bankrupt;

(2) If deny to perform duty or become unable to perform duty;

(3) If becomes mentally unbalanced or declared as it be a competent court;

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(4) If found guilty of misusing his/her position as member of the Council and it is harmful in public interest to let him/her continue in his/her position and has been punished for some crime by a competent court;

(5) If is absent without information in two consecutive meetings of the Council;

(c) A member may not removed from his/her post until he/she is given sufficient opportunity to be heard;

(d) If a post is vacant because of death, resignation of a member or any other reason, the vacancy shall be filled by new appointment within 120 (one hundred and twenty) days according to the provision of sub-rule 3;

(e) The member of the Council shall be entitled of travel allowance and daily allowance prescribed by the State Government in lieu of official visit, tour and travels.

The power to overcome difficulties:-

26. The Human Resource Development Department shall have the power to overcome any difficulty during the implementation of the provisions of these rules.

Repeal and Savings:-

27. The order/instruction/circular issued by the State Government, and not issued under any Act or Rules, and inconsistent with the provisions of these rules, shall be deemed to be void from the date of the notification of these rules.

BY ORDER OF THE GOVERNOR OF BIHAR

Signature

(Anjani Kumar Singh)
Principal Secretary to Government

Memo No. 8/ and 3-157 / 2003 Portion I Patna, Dated.....

Copy: - Forwarded to the Secretary, Department of School Education and Literacy, Ministry of Human Resource Development, New Delhi for information and urgent work.

Signature

(Anjani Kumar Singh)

Memo No. 8/ and 3-157 / 2003 Portion I Patna, Dated.....

Copy: - Forwarded to Director, Primary Education/all regional education deputy director/all district officer/all sub-divisional officer (civil)/all district education officer/all district education superintendent/all sub-divisional education officer/all regional education officer and all block education development officer for information and urgent work.

Signature

(Anjani Kumar Singh)

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ANNEXURE
FORM-I
SELF DECLARATION CUM APPLICATION
FOR GRANT OF RECOGNITION OF SCHOOL
(See sub-rule (1) of Rule 11 of The Bihar State Free and Compulsory Education of
Children Rules, 2011)

To,

The District Education Superintendent cum Secretary
Recognition Committee
District.....

Sir,

I forward herewith with a self-declaration in light of the norms and standards specified in the Schedule of the Right of Children to Free and Compulsory Education Act, 2009 and an application in the prescribed form for the grant of recognition to -----
----- (Name of the school with address).

Yours faithfully,

Enclosure:

Place:

Date:

Complete Name and Sign of
Chairman of Managing
Committee/Manager

Self declaration form

A. School Details		
1.	Name of the School	
2.	Academic Session	
3.	District	
4.	Postal Address	
5.	Village/City	
6.	Block	
7.	Pin Code:	
8.	Phone No. with STD Code	
9.	Fax No.	
10.	E-mail address if any	
11.	Nearest Police Station	

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B. General Information				
1.	Year of Foundation			
2.	Date of First Opening of School			
3.	Name of Trust/Society/Management Committee			
4.	Whether Trust/Society/Management Committee is registered			
5.	Period up to which registration of Trust/Society/Management Committee is valid			
6.	Whether there is a proof of non-proprietary and non-profit character of the Trust/Society/Management Committee supported by the list of members with their address on an affidavit			
7.	Official address of the Chairman/President/Manager of the School			
	Name			
	Designation			
	Address			
	Phone			O: R:
8.	Total Income & Expenditure during last 3 years (surplus/deficit)			
	Year	Income	Expenditure	

C. Nature and area of School		
1.	Medium of Instruction	
2.	Type of School (Specify entry & exit classes)	
3.	If aided, the name of agency providing aid and percentage of aid	
4.	Is the school recognised?	
5.	If so, by which authority? Registration number	
6.	Does the school has its own building or is it running in a rented building?	
7.	Whether the school buildings or other structures or the grounds are used only for the purpose of education and skill development?	
8.	Total area of the school	
9.	The facilities/Structures available in the area (premises) of the school.	

D. Enrolment Status

	Class	No. of Sections	No. of Students
1.	Pre-primary		
2.	I-V		
3.	VI-VIII		

E. Infrastructure Details & Sanitary Conditions			
	Room	Numbers	Average Size
1.	Classroom		
2.	Office room-cum-store Room-cum-Headmaster Room		
3.	Kitchen-Cum-Store		

F. Other Facilities		
1.	Whether all facilities have barrier free access	
2.	Teaching Learning Material (attach list)	
3.	Sports & Play equipment (attach list)	
4.	Facility of book in Library - No. of books - Periodical/Newspapers	
5.	Type and number of drinking water facility	
6.	Sanitary Conditions 1. Type of W.C & Urinals 2. Number of Urinal/Lavatories Separately for Boys 3. Number of Urinal/Lavatories Separately for Girl	

G. Particulars of Teaching Staff			
1. Teaching in Primary /Upper Primary exclusively (details of each teacher separately)			
	Teacher Name (1)	Father/Husband/Wife name (2)	Date of Birth (3)
	Academic Qualification (4)	Professional Qualifications (5)	Teaching Experience (6)
	Class Assigned (7)	Appointment Date (8)	Trained or Untrained (9)
2. Head Teacher			
	Teacher Name (1)	Father/Husband/Wife name (2)	Date of Birth (3)
	Academic Qualification	Professional Qualifications	Teaching Experience

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	(4)	(5)	(6)
	Class Assigned (7)	Appointment Date (8)	Trained or Untrained (9)

Attach appropriate certificate in the case of 1 and 2

H. Curriculum and Syllabus		
1.	Details of curriculum & Syllabus followed in each class (up to 8)	
2.	System of Pupil Assessment.	
3.	Whether pupils of the school are require to take any board exam for class 8?	

- I. Certified that the school has also entered the information detailed above in the District Information System of Education (DISE) format.
- J. Certified that the school is open to inspection by any officer authorized by the State Government.
- K. Certified that the school undertakes to furnish such reports and information as may be required by the Human Resource Development Department and complies with such instructions of the appropriate authority issued to secure the continued fulfillment of the condition of recognition or the removal of deficiencies in working of the school.
- L. Certified that records of the school pertinent to the implementation of this Act shall be open to inspection by any officer authorised by the State Government and the school shall furnish all such information as may be necessary to enable the Centre/Local Body or the administration to discharge its obligations to Parliament/Legislative Assembly of the State/Panchayat/Municipal Corporation as the case may be.

Signature

Chairman/manager of the Management Committee

Place:

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FORM-2
OFFICE OF DISTRICT EDUCATION SUPERINTENDENT

No.

Dated:

To,

The Chairman/Manager

Sub: Recognition Certificate for the School under sub-rule (5) of Rule 11 of Free and Compulsory Education of Children Rules, 2011 for the purpose of Section 18 of Right of Children to Free and Compulsory Education Act, 2009.

Dear Sir/Madam,

With reference to your application dated _____ and subsequent correspondence with the school/inspection in this regard, I convey the grant for provisional recognition to the _____ (name of the school with address) for Class ____ to Class ____ for a period of three years w.e.f. ____ to ____.

The above sanction is subject to fulfillment of following conditions:

1. The grant for recognition is not extendable and does not in any way imply any obligation to recognize/affiliate beyond Class VIII.
2. The School shall abide by the provisions of Right of Children to Free and Compulsory Education Act, 2009 and Free and Compulsory Education of Children Rules, 2011.
3. The School shall admit in class I, to the extent of 25 percent of the strength of that class, children belonging to weaker section and disadvantaged group in the neighborhood and provide free and compulsory elementary education till its completion. Provided further that also in the case of pre-primary classes this norm shall be followed.
4. For the children referred to in clause 3, the School shall be reimbursed as per sub-section (2) of section 12 of the Act. To receive such reimbursements school shall provide a separate bank account.
5. The Society/School shall not collect any capitation fee and subject the child or his or her parents or guardians to any screening procedure.
6. The School shall not deny admission to any child (a) for lack of age proof, (b) if such admission is sought subsequent to the extended period prescribed for admission, (c) on the ground of religion, caste or race, place of birth or any of them.
7. The School shall ensure:
 - (i) No child admitted shall be held back in any class or expelled from school till the completion of elementary education in a school.
 - (ii) No child shall be subjected to physical punishment or mental harassment.

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- (iii) No child is required to pass any board examination till the completion of elementary education.
 - (iv) Every child completing elementary education shall be awarded a certificate as laid down under rule 22.
 - (v) Inclusion of students with disabilities/special needs as per provision of the Act.
 - (vi) The teachers are recruited with minimum qualifications as laid under sub-section (1) of section 23 of the Act. Provided further that the current teachers who, at the commencement of these rules do not possess minimum qualifications shall acquire such minimum qualifications within a period of 5 years.
 - (vii) The teacher performs its duties specified under sub-section (1) of section 24 of the Act.
 - (viii) The teacher shall not engage himself or herself for private teaching activities.
8. The School shall follow the syllabus on the basis of curriculum laid down by the State Government.
 9. The School shall enroll students proportionate to the facilities available in the school as prescribed in the section 19 of the Act.
 10. The School shall maintain the standards and norms of the school as specified in section 19 of the Act. The facilities reported at the time of last inspection are as given under:
 - Area of school campus;
 - Total built up area;
 - Area of play ground;
 - No. of class rooms;
 - Room for Headmaster-cum-Office-cum-Storeroom;
 - Separate toilet for boys and girls;
 - Drinking Water Facility;
 - Kitchen for cooking Mid Day Meal;
 - Barrier free Access;
 - Availability of Teaching Learning Material/Play Sports Equipments/Library.
 11. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
 12. The school buildings or other structures or the grounds are used only for educational and skill development activities.
 13. The School is run by a society registered under the Societies Registration Act, 1860 (21 of 1860), or a public trust constituted under any law for the time being in force.
 14. The School is not run for profit to any individual, group or association of individuals or any other persons.
 15. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared as per rules. A copy each of the Statements of Accounts should be sent to the District Education Superintendent every year.
 16. The recognition Code Number allotted to your school is This may please be noted and quoted for any correspondence with this office.

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17. The school furnishes such reports and information as may be required by the Director, Primary Education/District Education Superintendent from time to time and complies with such instructions of the State Government as may be issued to secure the continued fulfillment of the condition of recognition or the removal of deficiencies in working of the school.
18. Renewal of Registration of Society if any, be ensured.
19. Other conditions as per Annexure-III enclosed.

Yours faithfully,

District Education Superintendent-cum-Secretary

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FORM-3

Electoral List For Election ofSchool Education Committee

Serial Number	Name of Father of the Child	Name of Mother of the Child	Name of Legal Guardian if Parents are not alive	Name of Child	Class

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FORM-4

Claim to Add Name in the Electoral List

To,

The Registration Officer,

.....,

School Education Committee Electorate

Sir/Madam,

My name is not included in the draft electoral list published for the election of above mentioned School Education Committee, though I am father/mother/guardian of shree/miss studying in class of school. Kindly include my name in the electoral list being prepared for the election of education committee.

Yours faithfully,

.....

.....

.....

ORDER OF THE REGISTRATIOIN OFFICER

I am satisfied after investigation that the claim of the applicant is right/not right. His claim for the inclusion of his name in the electoral list is accepted/rejected (please cross which is not applicable).

Signature of the Registration Officer

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FORM-5

Objection regarding inclusion of a wrong person in the prepared electoral list for election of School Education Committee

Sir/Madam,

Shree and Shreemati
..... mentioned at serial number in the draft
electoral list published for the election of School Education
Committee (a) Their son/daughter is student of different school (name of the school
.....). (b) There is lack of general eligibility
.....in their case. Therefore please
eliminate their names from the electoral list.

Yours faithfully,

.....

.....

.....

ORDER OF THE REGISTRATIOIN OFFICER

I am satisfied after investigation that the objection of the objector has been found right/wrong. Therefore the objection is accepted/rejected (please cross which is not applicable). In case of acceptance an order shall be issued to eliminate the name of specified person from the electoral list

Signature of the Registration Officer

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FORM-6

Information of schedule for the election of members of School Education Committee

To,

.....
All member parents registered for the
election of School Education Committee.

It is hereby informed that 12 (twelve) members of School Education Committee have to be elected.

Places are reserved also for scheduled caste/scheduled tribe/backward classes/extremely backward classes and women, about whom detailed information may be obtained from the Election Officer or related Block Education Development Officer or Headmaster of the school.

The election of the members shall be conducted in the premises of
School as per the following schedule:

Schedule –

- | | | |
|-----|---|-------------------------|
| (1) | Date of filing nomination : | |
| (2) | Time period of filing nomination – | 10.00 A.M. to 2.00 P.M. |
| (3) | Period of Scrutiny – | 2.00 P.M. to 3.00 P.M. |
| (4) | Period of withdrawing name – | Till 4.00 P.M. |
| (5) | Publication of the list of
Lawfully nominated candidates – | Till 5.00 P.M. |
| (6) | Date of Polling – | |
| (7) | Time of Polling – | 8.00 A.M. to 3.00 P.M. |
| (8) | Declaration of result,
Award or certificate and Swearing – | Till 6.00 P.M. |

Signature of the Registration Officer

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FORM-7

**Nomination form for the election of members/chairman/secretary of
.....School Education Committee**

Name of Candidate

Name of Father/husband

Age

Address

Name of son/daughter of
the candidate and class

Candidate's serial number
in the electoral list
of the education committee

Category Scheduled caste, scheduled tribe, backward classes,
extremely backward classes, women, non women general

Name of first proposer

Serial no. in the electoral list

Signature/Thumb impression

Name of second proposer

Serial no. in the electoral list

Signature/Thumb impression

I, hereby, declare that above furnished information is correct and am in agreement with the nomination of above mentioned post.

Date **Signature/thumb impression of the candidate**
(To be filled by the election officer)

Serial number

This nomination paper has been delivered to me by the candidate at
(name of place) on date at time A.M./P.M..
The nomination paper is accepted / rejected. Write reason for rejection.

**Signature of election
Officer / assistant election officer**

.....

Acknowledgement receipt of nomination paper

Nomination paper of shree has been delivered to
me by the candidate on date at time A.M./P.M.

Signature of the Election Officer

Note: - Please cross whichever is not applicable. The Category shall not be applicable in the election of chairman/secretary.

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FORM-8
Information of withdrawal of name

To,

The election Officer
School Education Committee

I, , son/daughter/wife of ,
withdraw my nomination for the election of members/chairman/secretary of above
mentioned School Education Committee.

Signature of Candidate

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FORM-9
Ballot paper

**For the election of members/chairman/secretary of School
Education Committee**

Serial number

Category

Name of Candidate

Election symbol

Place for Stamp

Signature of Election Officer

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FORM-10

**Result paper of the counting of ballot papers of the election of
members/chairman/secretary of School Education Committee**

Serial number	Name of candidate	Number of lawful votes cast in favor of the candidate	Number of votes rebound

I declare that serial number name/address
..... has been duly elected for above
mentioned post.

Date

Signature of Election Officer

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FORM-11

ELECTION CERTIFICATE

I, the election officer, hereby certify that I on date,
month, year have duly declared shree/shreemati
....., son/wife of shree/shreemati
..... and resident of
as elected as the member/chairman/secretary of School
Education Committee and awarded him/her this certificate as a proof.

Place

Date

Signature of election officer

(Stamp)

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FORM-12

Information of Election for the Post of Chairman/Secretary of Committee

To,

Shree/shreemati

Elected member of School Education Committee

It is hereby informed that a meeting has been scheduled at time A.M./P.M. on date at the school premises for the election of chairman/secretary of School Education Committee. Please participate in the meeting. The detail of the schedule is as following:-

- | | | |
|-----|---|-----------------------------|
| (1) | Attendance of members – | from 10 A.M. to 11 A.M.. |
| (2) | Filing of nomination paper – | from 11 A.M. to 12 O'clock. |
| (3) | Period for withdrawal of name – | till 1 P.M.. |
| (4) | Period of Voting as required – | from 1 P.M. to 3 P.M.. |
| (5) | Declaration of election result, Distribution
of certificate and swearing – | from 3 P.M. to 5 P.M.. |

Place

Date

Signature of election officer

(Stamp)

Translated By

Centre for Civil Society, A-69 Hauz Khas, New Delhi 110016

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FORM-13

Oath-paper

I,, do swear in the name of God/solemnly affirm that I will bear true faith and allegiance to the Constitution of India as by law established and that I will faithfully discharge the duty upon which I am about to enter without fear or favour, affection or ill-will and I will not directly or indirectly communicate or reveal to any person or persons any matter which shall be brought under my consideration or shall become known to me except as may be required for the due discharge of my duties.

Place

Date

Signature of Swearer

Signature of election officer

(Stamp)

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SCHEDULE-1

(48)

Schedule-1

Prescribed symbols for candidates contesting electing
for the post of members of School Education Committee

1. Stove
2. Motorcycle
3. Tap
4. Bulb
5. jeep
6. Bullock Cart
7. Van
8. Push trolley
9. Spin top
10. Plough
11. Horse cart
12. Telephone
13. Typewriter
14. Shield
15. Umbrella
16. Plate of food
17. Tea-set
18. Ship
19. Truck
20. Spinning Wheel
21. Sword

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SCHEDULE-2

..... symbol is allocated to shree/shreemati,
lawfully nominated candidate for election of the post of member of
School Education Committee.

Signature of Election Officer

Date

Place

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