



Government of West Bengal  
Office of the Block Development Officer  
Suri-I Development Block  
Section:- Mid-Day-Meal

Kalipur, P.O.-Barabagan, Birbhum, Pin- 731103, Phone & Fax: 03462-225409, e-mail: [bdosuri1@gmail.com](mailto:bdosuri1@gmail.com)

**ORDER**

As per instruction of Additional District Magistrate (Dev.), Birbhum vide memo no. 49(24)/MDM, Dated 15.04.2020 arrangement is being made for distribution of Rice and Potatoes (2<sup>nd</sup> Phase) @3 kg each amongst eligible students of Primary Schools and Upper Primary School under this Block under Mid-Day-Meal Programme during the closure of Schools due to COVID-19.

All the Head Teachers of Primary and High School are requested to collect Rice from respective Dealers as per allotment enclosed herewith.

Cost of Potatoes @Rs. 18 per kg (3 kg per student) is being remitted to School Account. All the HM/HT/TIC of Primary and High Schools are being requested to purchase potatoes from local markets and arrange to distribute amongst students.

The process of distribution will be commenced from Monday (i.e. 20<sup>th</sup> April, 2020) onwards as follows: -

Date	Primary	Upper Primary
20.04.2020	Pre Primary & Class-I	Class-V
21.04.2020	Class-II	Class-VI
22.04.2020	Class-III	Class-VII
23.04.2020	Class-IV & V	Class-VIII

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Rice & Potatoes will be distributed to the guardians of the students without crowding the place with advice to make suitable number of distribution points to avoid gathering of Guardians at a time.

**No Students should come to School.**

Cleaning of Schools, suitable arrangement of Musk, Sanitizers etc., Proper paper work, team formation and intimation to Guardians/Parents, receipt of Rice and Potatoes, Packaging should be completed by the previous day of distribution.

Guardians with symptoms of COVID-19 or with the history of Foreign Travel in recent time need not be entertained.

The HM/HT/TIC, the teachers looking after Mid-Day-Meal in the school along with any other teaching/non-teaching staff of the school as may be needed by the Head of the Institute will remain present and monitor/Supervise/implement the task.

Daily report in a suitable format must be sent on each day by 3:30 P.M. for compilation.

Please treat the order as top priority and do accordingly.

Block Development Officer  
Suri-I Development Block  
Kalipur, Birbhum

Dated- 16/04/2020

Memo No- 991/1 (172) /Suri-I  
Copy Forwarded to the:-

1. The District Magistrate, Birbhum (Mid-Day-Meal.Sec.)
2. The Sub-Divisional Officer, Sadar, Suri, Birbhum
3. The D.I. of School, Primary/Secondary, Birbhum.
- 4-5) The S.I. of School sadar Central Circle/ Sadar West Circle is requested to monitor entire distribution process.
- 6) Inspector-in-Charge, Suri Police Station with a request to allow teachers to move at their school point for taking delivery of Rice and to complete the process of distribution smoothly.
- 7) Officer-in-Charge, Sadaipur Police Station with a request to allow teachers to move at their school point for taking delivery of Rice and to complete the process of distribution smoothly.
- 7-172) The Head Master/Head Mistress/Head Teacher /TIC /Sahayak..... (all)  
Primary / Upper Primary /SSK/MSK School.

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Kalipur, Birbhum