

**Simple, Morale, Responsive, Accountable and Transparent (SMART).** Governance is the call of the hour and every one has to contribute in this auspicious mission. The Central Government has stressed this as the development mantra. Undoubtedly, it is up to the State Govts. to take necessary initiation in this aspect but unless the ultimate beneficiaries – the public – is willing to extend their cooperation, this Herculean mission will remain unattended and decorate the paper as a policies, procedures and rules. This is high time that all of us should take a vow to reach out with our cooperative hands towards this common goal in broader national interest.

Today, if our system is being diluted and there is some sign of mismanagement then none other than we - who are responsible for this down fall. Therefore, if system is to improve and brought back to the track of progress, then again it will be we - who can do some thing for its right alignment. We should not think that some body from outside can do some miracle - rather a small positive contribution from each of us will make our state a model state.

Thus, **'We and only we can do some thing good for our state because we know our state and its opportunities better than any one else - we know the problems - we know the solutions.'**

Next millennium is knocking at the door with plethora of issues and aspirations which are to be dealt with optimum passion. Since the dawn of the civilization human beings are consistently striving hard to integrate man with machine to facilitate the qualitative productivity. This integration of man and machine has brought many viable solutions and relieved off man from many sorrows and anxieties. These new techniques and doctrines have put forth many avenues for synergy of the above human endeavour. The curiosity of man to observe and manipulate the existing product with slight variation in its ingredients has led many new useful tools and techniques.

The process is unending. After the Industrial revolution, the major revolution that has impressed the world is *IT revolution*. Last one decade has shown phenomenon growth and progress in the IT. The progress could be segregated in terms of worth noticeable landmarks right from PC, network, multimedia and video conferences etc. Now the stage is set to deploy these IT tools within a well formulated State IT Plan and policy for its sustainable growth and development for the achievement of the above '*Slogan*'.

## TAKING I.T. TO THE SCHOOLS

This project has come into existence due to funds conceived and initiated by the Union Govt. for each state towards building up a momentum for all round IT led development. This revolution is sweeping the world and even India has made remarkable progress on this front. But for the nation as whole to develop as a Super-Power in the field of information technology, the movement must be cultivated at the grass root level and sustained due to efforts by the state govts. as well as the citizen.

For mass to participate in this revolution, it is very much necessary that govt. creates a set of basic infrastructure which can serve the needs of common man and thus create the right type of motivation in an individual or a business concern. This exercise has thus got to begin from where it matters most – that is, from the level of schools so as prepare our children for the future!

The Bihar State has been provided with a fund of Rs. 15.91 Crores spread over a five year plan towards introduction of Information Technology for the students studying in the classes 8th through 12th. This fund is to create proper computer training infrastructure that can be used to help the children learn intricacies of modern technology and to come out fully prepared when they reach college level.

In this proposal details have been provided as to how the society will generate fund to make the programme running without any hurdles and without giving any extra pain to the poorer section of society.

## BRIEF DESCRIPTION OF PROJECT

This is age of Information Technology! Almost all walks of life today including the professional fields have slowly but steadily been inducting IT in their day-to-day affairs and no matter which field a fresh graduate opts for, basic familiarity with information technology and its tools is assumed by default. However, if the aspiring candidate lacks these skills, he or she may find that a lot of job opportunities can simply be missed despite having secured good marks in the primary field of specialization.

It is this realization that prompted 11<sup>th</sup> Finance Commission to take some corrective measures and led it to decide that govt. schools must have computing facilities available to give some exposure of this ultimate technology to the students right from the Class 8 to 12<sup>th</sup>. The training programmes that are to be made available will certainly not turn these students into a computer professional but it will certainly go a long way in removing any fear of computers from their mind-set at the same time, provide them with enough skills to help them navigate their career in the times ahead.

The project objectives include creation of computer infrastructure at each district headquarter level. The govt. has decided to select District High Schools as prospective sites so that computer training programmes can be run for all the students at a cost that is affordable even to those who hail from weaker sections of the society.

The project provides for creation of site, installation of 50 Computer systems along with related peripherals, connectivity with the Internet, full time trainers and qualified lab assistants and a mechanism to earn just enough money through these training programmes so that operational cost can be met which will keep the momentum going and will not cause the project to fail due to lack of funds.

Being a joint exercise of State as well as Central Govt., the burden of making this exercise a grand success will be shouldered by both of them to the best of their ability.

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# Project Execution Plan – A brief report

1. The Name of society shall be **School of Computer Education, District Computer Centre Society, Purnia (Bihar).**
2. The Registered Office of the society shall be located at **Zila School Campus, Purnia.** The registered office may be changed at any time by the Society and it will be intimated to I.G. Registration, Bihar, within 15 days before such change.

### 3. **Area of Operation**

Area of operation of the Society will be the whole Purnia District.

### 4. **Aims and Objectives**

The District Computer Centre Society shall act as an autonomous independent and economically Self-Sustainable body for implementation of the project as outlined in the project document approved by the Government of Bihar.

The society has been established to function as a societal mission for imparting training in computer education and information technology related activities to the school students of the district.

The following specific objectives of the **School of Computer Education, District Computer Centre Society, Purnia (Bihar)** would be pursued by the society:

- (a) *To impart computer education and information technology related activities to school students of district.*
- (b) *To operate and manage the District Computer Centre established under the programme.*
- (c) *To ensure special attention to girl students and students from the school located in rural areas.*
- (d) *Making necessary intervention to provide equal opportunity to students belonging to SC/ST and weaker section of the society;*
- (e) *Laying special emphasis on all educational activities relating to computer education and information technology related activities.*

### 5. **Functions**

The Society shall discharge the following functions amongst others to achieve the aforesaid objectives by employing the society and its staff including the NGOs and other individuals;

- (a) *To create duly empowered administrative mechanisms through such participation as may be deemed necessary of various departments and autonomous agencies of the State Govt. for the achievement of the objective of the Society.*
- (b) *To establish for the implementation of the project, district task forces branch offices and other appropriate mechanisms and delegate to them necessary powers to enable them to discharge their responsibilities.*

- (c) *To secure active involvement and participation of educational institutions, voluntary agencies, teacher organization and individuals committed to computer education and information technology related activities.*
- (d) *To undertake and promote research and studies relating to basic computer education and its management.*
- (e) *To advise the State Government in implementation of basic Computer education and information technology related programme.*
- (f) *To organize conferences, symposia, etc. on matters related to the Computer education.*
- (g) *To undertake preparation and production of teaching/learning materials and to disseminate the same.*
- (h) *To create and raise funds to meet the recurring expenditure towards the project so as to make the programme self financing and self sustainable;*

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Formation of Society under Society Registration Act – 21 , 1860

We the several persons whose name, father's/Husband's name, address, occupation and signature given here under desirous to form a Society in pursuance of the above Memorandum and also registered under the Societies Registration Act 21, 1860.

SL NO	Name, Father's/Husband's Name	Address	Occupation	Signature
1	Jh iadt dqekj & v;{k	LkekgRrkZ Lkekgj.kky; iwf.kZ;k;	Lkjdkjh lsok	
2	Jh mek'kadj izlkn & mik;{k firk & Lo0 cynso nkl	mi fodklcv vk;qDr fodkl Hkou] iwf.kZ;k;	Lkjdkjh lsok	
3	Jh ,e0 nkl firk & Lo0 dSyk'k nkl	ftyk f'k{kk inkf/kdkjh f'k{kk foHkcx] iwf.kZ;k;	Lkjdkjh lsok	
4	Jh fcjaph flag & lnL; firk & Lo0 eFkqjk flag	ftyk f'k{kk v/kh{kd f'k{kk foHkcx] iwf.kZ;k;	Lkjdkjh lsok	
5	Jhefr ¼Mk0½ jktdqekjh & lnL; firk & Jh Jhukjk;.k izlkn	fojky; fujhf{kdk f'k{kk foHkcx] iwf.kZ;k;	Lkjdkjh lsok	
6	Jh xkSre dqekj feJk & lfpo firk & Lo0 jktsUnz izlkn feJk	ftyk lwpuk foKku vf/kdkjh ,u0 vkbZ0 lh0] iwf.kZ;k;	Lkjdkjh lsok	
7	Jh jkt fd'kksj ds'kjh & lnL; firk & Jh teqk izlkn ds'kjh	fo/kk;d jktsUnzuxj e/kqcu] iwf.kZ;k;	TkUkuzifrf Ukfèk	
8	Jh iznhi nkl & lnL; firk & Jh xksjs yky nkl	fo/kk;d u;k Vksyk] iwf.kZ;k;	TkUkuzifrf Ukfèk	
9	Jh nso uk0 jtd & lnL;	fo/kk;d cueu[kh] iwf.kZ;k;	TkUkuzifrf Ukfèk	
10	Jh lnkuan ikloku & dks"kk/;{k firk & Lo0 fxjoy ikloku	Ikz/kkuk/;kid ftyk Ldwy ] iwf.kZ;k;	Lkjdkjh lsok	
11	Jh jstkmj jgeku [kku & lnL; firk & Jh ¼Mk0½ ,0 th0 [kku	funs'kd] ,iVsd egcwc [kka Vksyk] iwf.kZ;k;	dEI;wVj Ikzf'k{k.k	
12	Jhefr jatuk >k & lnL; ifr & Jh lq/kh] dqekj >k	,y0 lh0 lh0] QksMZ dEiuh ] iwf.kZ;k;	dEI;wVj Ikzf'k{k.k	
13	Jh d".kk eksku izlkn & lnL; firk & Lo0 f'ko ukjk;.k izlkn	Ikz/kkuk;Z jktdh; ikSyVsd]iwf.kZ;k;	Lkjdkjh lsok	
14	Jh fLVj tsu & lnL; firk & Lo0 isVjl ckjk	Ikz/kkuk/;kfidk mlZ ykbZu dkWUosaV ck0 m0fo0] iwf.kZ;k;	Lkjdkjh lsok	
15	Jh Hkjr lkg & lnL; firk & Lo0 jke ujs'k izlkn	Ikz/kkuk/;kid Tkogj mPp fo0 xqykceckx ] Ikwf.kZ;k;	Lkjdkjh lsok	
16	Jh ftUur yky jke & lnL; firk & Lo0 pqykgk eksph	Okjh; dk;kZy; v/kh{kd Lkekgj.kky;] iwf.kZ;k;	Lkjdkjh lsok	
17	LqkJh rjf'kyk lksjsu & lnL; firk & Lo0 cSatu o.kZokl lksjsu	Lkgk;d f'kf{kdk Ikzk0 fo0] lekgj.kky; dkWyksuh] Ikwf.kZ;k;	Lkjdkjh lsok	

Certified that I know the above persons who have made their signature in my presence.  
(Signature)

Designation : ftyk inkf/kdkjh] iwf.kZ;k;  
Full Name : Jh iadt dqekj  
Address : lekgj.kky;] iwf.kZ;k;

Project Component

## Recurring Expenditure

### 1. Expenditure on Staffs' salary

It is proposed to select teachers from school itself and proper training will be provided to them by eligible agency. Apart from this, it is recommended to deploy two lab-assistants and one night-guard to carry on day-to-day activity of the computer centre. On an average, each lab assistant will draw Rs. 2500/- per month and the night guard will be paid Rs. 2000/- p.m. Thus in a year, around Rs. 84,000/- will be spent on remuneration to these people.

For 2 Lab Assistants [Rs. 2500/- each] (Per annum)	Rs. 60,000
For 1 Night Guard [Rs. 2000/- each] (Per annum)	Rs. 24,000

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▶ **Total Remunerations** **Rs. 84,000/-**

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### 2. Building/Infrastructure Maintenance

To maintain computer centre and its infrastructure, like replacement of fused bulbs/tubes, monthly cleaning bills etc, a sum amount is to be allocated. It is essential as computer centre itself require extra precaution to keep it away from dust and moisture. The allocation of fund may be summarized in this way.

For 1 Sweeper [Rs. 500 P.M.] (Per annum)	Rs. 6,000
Maintenance of electrical equipment [Rs. 500 P.M] (Per annum)	Rs. 3,000
Payment of electrical bill [Rs. 5000 P.M] (Per annum)	Rs. 60,000

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▶ **Building/Infrastructure Maintenance** **Rs. 69,000/-**

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### 3. Conduct of Examination

▶ **Expenditure to conduct Examinations (Per Anum)** **Rs. 20,000/-**

### 4. Local Library

This head is to cater routine requirements like newspapers, computer magazines, periodicals, books etc for the benefit of students. A sum of Rs. 2000/- has been provided to this head.

▶ **Library Maintenance (Per Annum)** **Rs. 24,000/-**

### 5. Internet Connectivity

The computer centre will spend around Rs. 1000/- for Internet connectivity and a telephone bill around Rs. 4000/- per month is expected to incur per month. Taking the two factors into consideration ...

▶ **Internet Connectivity (Per Annum)** **Rs. 60,000/-**

### 6. CONSUMABLES

In each month the lab will need to procure items like printer ribbons, computer papers, file binders, toner cartridge for laser printer etc. A provision for Rs. 2500/- per month needs to be made to cover this expenditure. This will also cover expenditure to be incurred towards conducting of two exams.

▶ **Consumables (Per Annum)** **Rs. 30,000/-**

7. **Merit Certificate**

▶ **Cost to provide merit certificate (Per Annum)** **Rs. 30,000/-**

8. **Emergency Fee**

▶ **Emergency Fund (Per Annum)** **Rs. 30,000/-**

**Final Summary of Recurring Expenditure**

▪ Remuneration of Lab Assistant + Night Guard	Rs. 84,000.00
▪ Building Maintenance	Rs. 69,000.00
▪ Examination	Rs. 20,000.00
▪ Local Library	Rs. 24,000.00
▪ Internet Connectivity	Rs. 60,000.00
▪ Consumables	Rs. 30,000.00
▪ Certificates	Rs. 30,000.00
▪ Emergency Fund	Rs. 30,000.00

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**Total Estimated Cost**

**Rs. 3,47,000.00**  
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# RAISING OF FUNDS TO MEET RECURRING EXPENSES

The management committee will have to ensure that funds are raised to meet the recurring expenditure (Expected Rs. 3,47,000.00) of this project by imposing a full-proof fee structure which is not considered taxing or beyond reach to students. It is also evident that students from weaker section of society will also participate in this program, the policy must provide concessions to such students. Charging fees from students will be a necessity as the day-to-day expenses of the project needs to meet from this alone.

To fix fee for students, it is necessary to define the strength of students. At the same time, it requires to decide the time frame of the computer centre to coop with the strength of students. In this regards, it is proposed that the computer centre may run in two modes. One is for Girls students of different schools of the district and other is for boys students covering students of host school as well as students of other High School of the district.

For girl students of different schools, the time schedule may be from 7.00 A.M. to 9.00 A.M. This time schedule will apply for girls students of different schools and thus students participating in this mode will able to go their respective schools for their regular and normal classes. This will meet our motto to provide computer education without hampering their normal study hour. In this mode, the society will operate three batches meeting twice in week (**MONDAY-THURSDAY , TUESDAY-FRIDAY & WEDNESDAY-SATURDAY**) and will accommodate 48 students each. Hence in three batches, we may accommodate 144 students.

For boys, time schedule may be fixed as 10 A.M.-12 Noon, 12 Noon-2 P.M & 2 P.M.-4P.M. Each time frame may contain 48 students. Each batch of 50 students will meet twice in a week. Hence in total we may accommodate  $48 \times 3 \times 3 = 432$  students.

**In total we may accommodate 600 students.**

## Mode - 1

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	TOTAL
7 A.M to 9 A.M	Batch-1	Batch-2	Batch-3	Batch-1	Batch-2	Batch-3	<b>SUB-TOT = 144</b>
10 A.M to 12 Noon	Batch-4	Batch-5	Batch-6	Batch-4	Batch-5	Batch-6	<b>SUB-TOT = 144</b>
12 Noon to 2 P.M	Batch-7	Batch-8	Batch-9	Batch-7	Batch-8	Batch-9	<b>SUB-TOT = 144</b>
2 P.M to 4 P.M	Batch-10	Batch-11	Batch-12	Batch-10	Batch-11	Batch-12	<b>SUB-TOT = 144</b>
<b>Grand Total : 576</b>							



### **Availability of Seats**

Total Seats	Seats for Boys	Seats for girls
576	432	144

### **Reservation**

Total Reserved seats in all categories	Boys	Girls
144	96	48

## Fee analysis

Total recurring expenditure in an annum	-	Rs. 3,47,000.00
Total expenditure in each session (Approx)	-	Rs. 1,20,000.00
Total no. of students in a session	-	576
Total no. of General category students	-	432
Total no. reserved category students	-	144

Based on above assumptions, fee structure may be derived as follows

### **Fee for general category students for a complete course of 3 month :**

Tuition Fee	:	Rs. 200.00
Development Fee	:	Rs. 50.00
Total :		Rs. 250.00

### **Fee for reserved category students for a complete course of 3 month :**

Tuition Fee	:	Rs. 100.00
Development Fee	:	Rs. 25.00
Total :		Rs. 125.00

## **Duration of Course**

Courses may be of **Certificate Level with a tenure of 3 months or 90 days. This may be divided into three semesters.**

## **Total Number of sessions in a year**

With an assumption that in a year we have at least 270 working days, the society may conduct three sessions in each year. **Each session will be of 3 months each.**

## **SCREENING TEST FOR ADMISSION**

The admission to each session will be made by conducting a screening test. This test will be held at each school selected under this project. A merit list will be published based on the test result. In the beginning year, **it is proposed that admission will be made on the basis of recommendation of names of students by concerned Head Master or principal.**

## **PROVISION FOR EXPULSION & FINE**

The Society reserves its right to **EXPELL** any student from the course if he/she is found to be indulged in mishandling of computer or any other electronic equipment or found guilty of undisciplined manner.

## **EXAMINATION AND EVALUTION**

Management of internal examination for individual classes will be handled by the schools themselves. As per the guidelines, the specific curriculum that will need to be implemented at the school will be as approved by the Education Dept., Govt. of Bihar. Each school will be able to provide to its students a facility to fill up examination forms locally and even be able to conduct such a test at its own site so that local students need not travel long distances.

## **AWARD OF CERTIFICATE**

Those students who successfully compete the final examination may be awarded merit certificate locally by the **District Magistrate-cum-Chairman/Secretary/Principal** so as to popularize the courses among others.

## **PAYMENT OF FEE**

Selected candidates will require to pay full recommended fee at the time of admission. The fee will include tuition fee of complete one session and development fee. In no case fee will be allowed to pay after admission. All fees are to be paid in **cash or draft** (in favour of **District Computer Centre Society, Purnia** Payable at **Bank of India , Purnia**).

**Sect – Cum – DIO  
NIC , Purnia**

**Chairman – Cum - D.M  
Purnia.**