

No. EDN-H (21) F(10) 09/2020-Misc-L

Directorate of Higher Education

Himachal Pradesh

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Dated: Shimla-171001 the February, 2021

To

शिक्षा निदेशालय उच्चतर शिक्षा

03 FEB 2021

1. All the Deputy Directors of Higher Education in H.P.
2. All the Principals/head Masters GSSS/GHS in Himachal Pradesh.

Subject: -

Regarding Re-opening of Educational Institutions in Himachal Pradesh

Please find enclosed herewith a copy of letter no. EDN-H(EE)(4)4-17/2019-20 MDM dated: 28/01/2021 received from the Director Elementary Education, Himachal Pradesh Shimla on the subject cited above.

In this connection, you are hereby directed to circulate the same amongst all the Educational Institutes under your jurisdiction so that proper SOP's/Guidelines could be followed for serving Mid Day Meal to the students in all Schools in the State.

sd
Addl. Director of Higher Education (C)
Himachal Pradesh, Shimla-1

Endst. No. Even dated: Shimla-171001 the January, 2021
Copy for information and necessary action to:-

1. The Director, Elementary Education, Shimla, HP w.r.t. letter under reference.
2. Technical Officer, Directorate of Higher Education, H.P. with request to upload the same on departmental website.
3. Guard file.

sd
Addl. Director of Higher Education (C)
Himachal Pradesh, Shimla-1

Most Urgent
Top Priority

No.EDN-H (EE)(4)4- 17/2019-20 (MDM).

Directorate of Elementary Education

Himachal Pradesh

Dated Shimla-171001 the January, 2021

To

1. All the Deputy Director's (Elementary Education)
Himachal Pradesh
2. All the Deputy Director's (Higher Education)
Himachal Pradesh
3. All the Block Elementary Education Officer 's
Himachal Pradesh.

Sub: - Re-Opening of Educational Institutions in Himachal Pradesh.

Sir/Madam,

It is stated that the State Government through Secretary (Education) letter No. EDN-B-B(14)-12/2018 dated 18-01-2021 has decided to re-open the Educational Institutions for the teaching of students of class 5th and class 8th -12th w.e.f 01-02-2021 in summer vacation schools and w.e.f 15-02-2021 in winter vacation schools by following the Stipulated Guidelines / Standard Operative procedures (SOP's) dated 05-10-2020 issued by the Government of India, Ministry of Education for re-opening of Educational Institutions. It has also been decided by the Government that all the teachers posted in summer vacation schools will attend their duties in schools w.e.f 27-01-2021 onwards.

In this regard, it is imperative as well as obligatory to resume & provide Hot Cooked Mid Day Meal to the students of class 5th and 8th under Mid Day Meal Scheme in all school working days w.e.f 01-02-2021 onwards in summer vacation schools and w.e.f 15-02-2021 onwards in winter vacation schools. However, the rest of the students of class 1st, 2nd, 3rd, 4th, 6th & 7th will continue to get Food Security Allowance i.e per child per day entitled quantity of raw foodgrains (Rice) and per child per day prescribed amount of cooking cost for Primary and Upper Primary Students respectively under Mid Day Meal Scheme till their studies are resumed for regular teaching in schools in the State.

In this context, it is apprised that the Government of India, Ministry of Education has prepared a detailed Guidelines/ Standard Operative procedures (SOP's) which is also available on GOI, Ministry of Education website and can be downloaded from www.education.gov.in for preparing & serving Mid Day Meal to the eligible students under Mid Day Meal Scheme in schools which is enclosed herewith as per (Annexure-I) for compliance at school level in the State. ***In this regard, it is pertinent to mention here that if some of the SOPs like adequate and suitable clean protective apron, head gear for covering hair and gloves are not feasible to be***

2

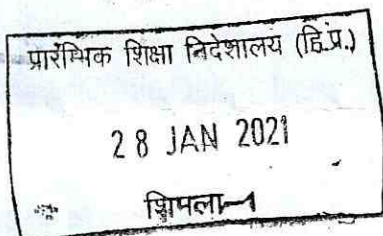
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implemented in practice, it must be ensured that the Cook –Cum Helpers (CCH) at work must cover their head properly with a clean piece of cloth i.e Dhatu / Chuni/ cap etc. as per local tradition & also must ensure to clean / wash their hands frequently / from time to time with soap during the preparation as well as before and after serving the mid day meal to the students in schools.

In view of the above, you are therefore directed to take all necessary steps in advance for re-opening of Educational Institutions and circulate these instructions along with the said Guidelines/ Standard Operative procedures (SOP's) for serving Mid Day Meal to the students in all schools in the State. You are further directed to ensure that all the Mid Day Meal Workers (CCH's) must attend the schools w.e.f 01-02-2021 in summer vacation schools and w.e.f 15-02-2021 in winter vacation schools respectively for preparing and serving Mid Day Meal to the eligible students under Mid Day Meal Scheme in schools in the State.

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This may be treated as most urgent & be given top priority and personal attention in this regard.



Shubh Karan Singh (HPAS)
Director Elementary Education
Himachal Pradesh Shimla-171001
E-mail id eleeduhp@gmail.com
Ph. No. 0177-0177-2812464

Endst: Even No. Dated Shimla-171001 the January, 2021
Copy to:-

1. The Secretary (Education) to the Government of H.P Shimla-171002 w.r.t his letter referred to above for information please.
2. The Director (Higher Education) H.P Shimla- 171001 with the request to issue similar instructions to all the DDHE's, Principal's GSSS and Headmasters of High Schools in the State under intimation to this office please.
3. Guard File.

2

Shubh Karan Singh (HPAS)
Director Elementary Education
Himachal Pradesh Shimla-171001
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Ph. No. 0177-0177-2812464

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III. SOPs FOR SERVING MID- DAY MEAL IN SCHOOLS

a) **Background:**

- To meet the nutritional requirements of children and safeguard their immunity during the COVID-19 outbreak, States / UTs were advised to provide hot cooked Mid-Day Meal or its equivalent Food Security Allowance to eligible children during closure of schools and summer vacations.
- These broad guidelines are aimed at helping State/district/block authorities to prepare for resuming the normal cooking and serving of Mid-Day Meal in schools with focus on food safety, health, and hygiene along with physical/social distancing.

b) **Entry of Cook-cum-Helpers (CCH) in schools**

- It shall be the responsibility of District/block administration related to MDM to ensure that the CCH is not COVID positive.
- All CCH to also give a self-declaration with regard to the wellness of self and family members before starting their work in school.
- Thermal scanning of the CCH may be carried out at the entry of the school to check the temperature. The temperature may be recorded on daily basis.
- The CCH must sanitize/ wash their hands for minimum 40 seconds upon entering in the school following the prescribed methods (<https://covid.aiims.edu/steps-of-handwash/>).
- Wearing face cover/mask will be mandatory during cleaning, washing cutting, cooking and serving of meals. If handmade face covers are used, it should be ensured they are washed daily.
- Nail polish or artificial nails should not be worn because they can become foreign bodies and may compromise on food safety.
- No watches, rings, jewelry and bangles should be worn during cooking, serving and distribution as there is a danger of contamination of product.
- Spitting and nose blowing should be strictly prohibited within the premises by CCH or any other person during school hours and especially while handling food.
- The CCHs should be provided adequate and suitable clean protective apron, and head gear for covering hair and gloves. It must be ensured that the CCHs at work wear only clean protective apron and head covering.
- The CCHs should wash their hands at least each time work is resumed and whenever contamination of their hands has occurred; e.g. after coughing / sneezing, visiting toilet, using telephone. Hand washing time should be a minimum of 40 seconds.
- CCH must be cautious to avoid certain hand habits - e.g. scratching nose, running finger through hair, rubbing eyes, ears and mouth, scratching beard, scratching parts of bodies etc. - that are potentially hazardous when associated

with handling food products, and might lead to food contamination through the transfer of microbes. When unavoidable, hands should be effectively washed before resuming work after such actions. Soap must be available at all times at the wash basin/handpump/tap water for frequent hand cleaning by CCH.

- Capacity building of CCH and teachers through digital mode can be used to update them on hygiene, safety and physical/social distancing in schools.

c) Cleaning Kitchen cum Store or the place of cooking:

- The kitchen cum store/place of cooking must be deep cleaned and sanitized before 24 hours of actual cooking after reopening of schools.
- The kitchen should be cleaned before the actual preparation and cooking of MDM on daily basis.
- The floors of kitchen and the cooking top should be cleaned every day before and after the food is cooked.
- Special attention should be paid to the cleaning of difficult to reach areas including cooking areas and at the junction of floors and walls.
- It is important that surfaces in direct contact with food must be both clean and dry before use.
- Cracks, rough surfaces, open joints etc. must be repaired as soon as possible.
- There should be efficient drainage system with adequate provisions for disposal of refuse. Potential sources of contamination like rubbish, waste water, toilet facilities, open drains and stray animals should be kept away from kitchen.
- Ventilation systems natural and /or mechanical including windows, exhaust fans etc. wherever required, should be designed and constructed so that air does not flow from contaminated areas to clean areas.

d) Cleaning of utensils for cooking and serving of MDM

- Cleaning accessories such as cloths, mops and brushes carry a very high risk of cross contamination. They must therefore be thoroughly washed, cleaned and dried after use.
- Cleaning accessories used in the cooking area should not be used in other parts of the kitchen.
- Sun drying of the cleaning accessories in a clean and tidy place should be done.
- Tables, benches and boxes, cupboards, glass cases, etc. should be clean and tidy. Cooking utensils and crockery should be clean and in good condition. These should not be broken/ chipped. All kitchen utensils and devices should be washed and sun-dried before using. Preferably use hot water (above 60 degrees Celsius) for washing and sanitizing.

- Clean cloths should be used for wiping utensils, wiping hands and for clearing surfaces. Cloth used for floor cleaning should not be used for cleaning surfaces of tables and working areas and for wiping utensils.
 - Leftovers or crumbs from plates or utensils should be removed into dustbin by using cloth or wiper. Every utensil or container containing any food or ingredient of food should at all times be either provided with a properly fitted cover/lid or with a clean gauze net or other material of texture sufficiently fine to protect the food completely from dust, dirt and flies and other insects.
- e) **Checking of old stock of food grains, oil & fat and condiments before use:**
- Use of left out food grains, oil & fat and condiments should only be done after careful inspection of quality and shelf life if any, as they are left in schools for the last few months due to closure of schools.
 - Use of ingredients should be subject to FEFO (First Expire First Out) or FIFO (First in, First Out) stock rotation system as applicable.
- f) **Washing & cutting of vegetables and cleaning of food-grains and pulses etc.**
- Vegetable, fruits and perishable food commodities should be procured fresh and storing for long time/duration should be avoided.
 - The vegetables once procured should be thoroughly cleaned with water before use. Vegetables may be washed thoroughly with a combination of salt and haldi (turmeric) / 50 ppm chlorine (or equivalent solution) and clean potable water to remove the dirt and other contaminants.
 - The food grains, pulses need to be washed properly before using.
 - Outer sealed package /cover of condiments, pulses etc., should be thoroughly washed with soap solution and sun dried before transferring the material to the jars followed by washing of hands with soap for a minimum of 40 seconds.
 - No raw material or ingredient should be accepted if it is known to contain vermin, undesirable micro-organisms, pesticides, veterinary drugs or toxic items, decomposed or extraneous substances, in other words, material which cannot be reduced to an acceptable level by normal sorting and/or processing.
- g) **Cooking of the Mid-Day Meals**
- Wherever possible, kitchen activities may be performed maintaining appropriate distance between activities e.g., there should be defined separations for raw material procurement area, cutting of vegetables and cleaning of grains/ pulses, cooking area, cooked food area.
 - The cooks cum helpers may work with their faces in the opposite direction to maintain physical distance.

h) Serving of Mid-Day Meals

- The serving and dining area should also be well sanitized before and after food consumption.
- The serving of MDM to the school children may be done in a spread-out manner in batches to follow physical/ social distancing norms.
- In case staggering the distribution is not possible, children could be served the Mid-day meal in their respective class rooms.
- However, in case the meals are served in school verandah/dining halls, clear markings should guide the children to the seating arrangement.
- The CCH, while distributing the food should wear personal protective equipment such as hand gloves, face mask, head cover and shall maintain appropriate distance from the school children.
- The school children should also wear face cloth/ masks while the food is being served and at all times in the dining area except while eating/drinking.
- Temperature of the mid-day meal when served should be maintained at least at 65°C. Therefore, food should be served to children immediately after being cooked.

i) Hand washing by School Children before and after having MDM

- Hand wash with soap for a minimum of 40 seconds before and after eating MDM should be vigorously promoted.
- The schools should define an area for hand washing where children can wash their hands while maintaining physical/social distancing. For this purpose, empty plastic bottles can be filled with liquid soap and diluted with water.
- Children should wash their hands for minimum 40 seconds.
- The teachers need to monitor the process of hand washing carefully.
- Wherever proper hand washing facilities are either not available or inadequate for all children, buckets and mugs can be used to supplement the available facilities.

j) Drinking Water supply

- Continuous supply of potable water should be ensured in the school premises. In case of intermittent water supply, adequate storage arrangement for water used in food or washing should be made. Water used for cleaning, washing and preparing food should be potable in nature.
- Water storage tanks, if available, should be thoroughly cleaned before the reopening of schools and further periodical cleaning should be done.
- Non potable water pipes should be clearly distinguished from those in use for potable water.

k) Management of waste

- Adequate waste disposal systems and facilities should be provided and they should be designed and constructed in such manner that the risk of contaminating food or the potable water supply is eliminated.
- Waste storage/tanks should be located in such manner that it does not contaminate the food process, storage areas, the environment inside and outside the kitchen and waste should be kept in covered containers and removed at regular intervals.
- Periodic disposal of the refuse/waste may be made compulsory.
- Eco friendly measures like vermi-composting may be encouraged for food waste management.
- Applicable food waste management rules of respective States / UTs shall be adhered to by all schools.

l) Involving stakeholders

- Under the prevailing circumstances, active positive involvement of parents, community, SMC members and teachers is of crucial importance in providing nutritious meals to children in a safe and hygienic manner.

In order to effectively implement these guidelines, State and UTs are advised to prepare their own detailed Standard Operating Procedures (SoPs) in local language based on these guidelines, and carry out training of teachers and Cook cum-Helpers before resumption of hot cooked mid-day meal in schools.

5