

CHAPTER 2 (Manual – 1)

Particulars of organization functions and duties.

2.1 Aims and objectives of the organization

Education play a vital role in the development of human potential. Every state develops relating to the education status of its own to meet the challenging of dynamic period.

In our anxiety to achieve goals of Universalisation of Elementary Education (UEE) quickly we forward to the findings of the educational survey. The all round development of state / District can be achieved only through education.

That, from institutional growth the following important findings need special mention such as

- i) Improvement in Enrolment Ratio.
 - ii) Increase of Retention.
 - iii) Education of Inter-District Imbalance and Achievement.
 - iv)
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- 1. In addition, the main aim of the education is to get all children (of both sex) in to the school provides than a minimum of five years schooling.
 - 2. It is a fact that considerable efforts has been made towards providing compulsory education to all children up to 14 years age.
 - 3. The main objective of education, Authority is to achieve the substantial goal of Universalisation of Primary Education (UPE)
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- 1. Providing Access to Primary Education for all children of age group (6-11) and (11-14).
 - 2. Reducing the Drop Out.
 - 3. Increasing learning achievement of primary school students.
 - 4. Reducing the gap among gender.
 - 5. Providing qualitative education facility to the Focus on Elementary Education on satisfactory quality with Focus on Education for live.

2.2 Mission / Vision

To achieve the above objective within the time frame through proper inspection and supervision to the filed functionaries.

2.3 Brief history and back ground of Education of Setup.

Malkangiri-1 education district come into existence on the 1st Sept.1977 comprising 4 nos of blocks and one urban areas namely 1. Korukonda 2.

Kudumulgumma 3. Khairput 4. Mathili and Balimela N.A.C. coming under Malkangiri-I Education District.

There are 650 nos of Rev. Villages and 64 of Grampanchayats under Malkangiri-I Education District. Schooling facility have been provided to the children in age group of (6-11) and (11-14) in 540 nos of primary and 170 nos of U.P.(M.E.) Schools in 710 nos of villages.

The District Inspector of Schools is the head within the Education District to inspect and supervise to field functionaries Primary and U.P.(M.E.) Schools run by the Education Department for better improvement of the day to day running of the School Education. Besides, there are 10 S.I. of Schools under the control of this education to inspect and supervise the field functionaries to Primary School Teachers in respect of their S.I.s Circle for day to day smooth running of the school education for qualitative of education of the school going children.

The Govt. have given the financial power to authority concern has empowered to draw and disburse salaries to all employees working under his control.

Duties to performed to Achieve Mission -

The Officer appointed for development of education in this education district are performing their duties and responsibility assigned to them for public interest to root out illiteracy and ignorancy.

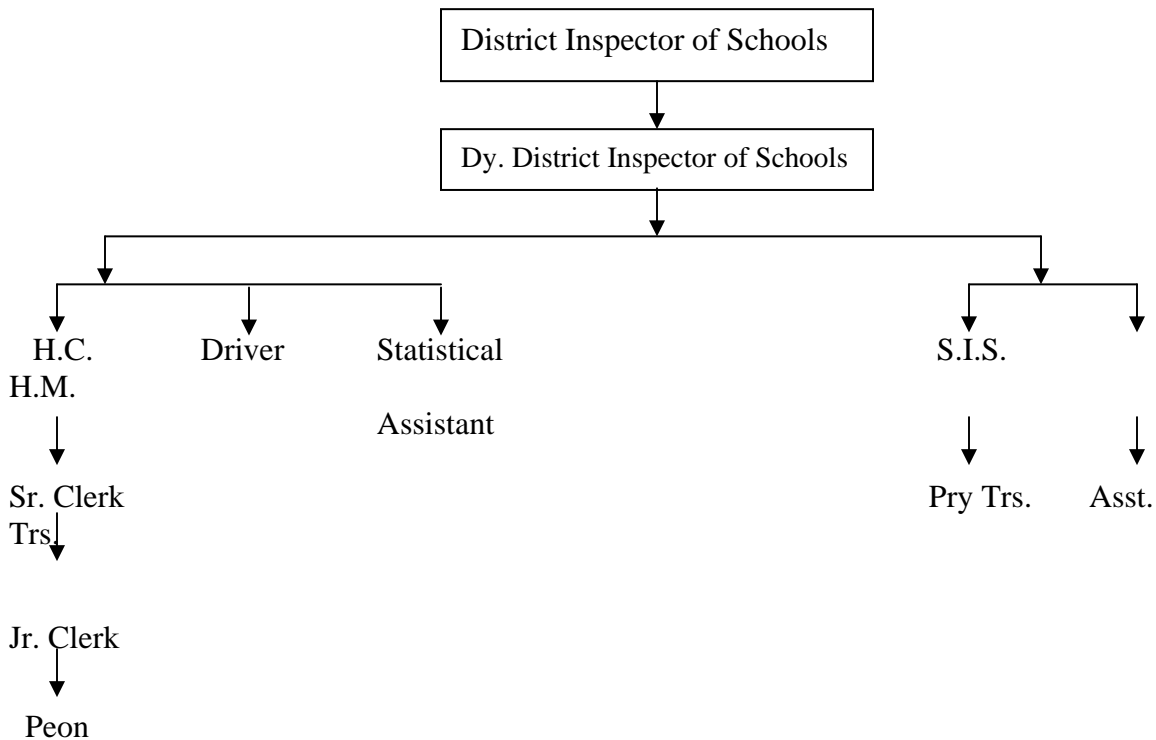
2.4 Main activities functions -

These activities can be available in details which reflects in Manual-2 & Manual-9.

2.5 List of services being provided by the public authority with a brief write up on them.

The detailed that the free Ele. Education for all children from age group of (6-11) & (11-14) being provided as per the provision of the Government.

2.6 Organisational structural diagram as per level within the administrative set up.



2.7 Expectation of the public authority from the public for enhancing its effectiveness and efficiency.

It is expected that the information will be provided to the public if the rules permit under R.T.I. Act.

2.8 Arrangements and methods made for seeking public participation / contribution.

The office will act as per instruction and guidance of the R.T.I. Act as well as rules 2005.

2.9 Mechanism available for monitoring the service delivery / and public grievance resolution.

Grievances are being accepted and learnt to redress as any working day during the office hours in general and Saturdays in particularly.

2.10 Addresses of the main office and other offices and different level.

I. Main Office

- Department of S & M.E.
- DEE (O) BBSR and SPD.

OPEPA (O) BBSR.

- Inspector of Schools, Jeypore Circle, Jeypore.
- Collectorate, Malkangiri
- DPC, SSA / DPEP, Malkangiri

II. Field Units

a. S.I. of Schools

- S.I. of Schools, Korukonda Block
- S.I. of Schools, Mathili Block
- S.I. of Schools K.Gumma Block
- S.I. of Schools, Khairput Block

b. Block Resource Centre

- Korukonda T.O. Nodal M.E.s Campus, Korukonda Block
- K. Gumma U.G.M.E. School Campus, KGumma Block
- Kumarpur Primary School, Khairput Block
- Mathili T.O.M.E. School Campus, Mathili Block.

c. B.D.O.s

- Korukonda
- K. Gumma
- Khairput
- Mathili

2.11 Office Working Hours

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| Morning hours of the office | - | 10.00 a.m. to 1.30 p.m. |
| Closing hours of the office | - | 2.00 p.m. to 5.00 p.m. |