

**GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF SCHOOL EDUCATION
SAMAGRA SHIKSHA**

F.NO.1946/SS/RAA/2024-25

Puducherry dt. 29.03.2025

CIRCULAR

Sub: SS-RAA-Study trip for 9th to 12th class students to Higher Institutions (within UT) – Release of fund by e-transfer – Intimation – Reg.

For great exposure of students, in Secondary section to Higher Educational Institutions, the Project Approval Board, Ministry of Education, New Delhi, for the year 2024-25 has approved study trip for the Secondary students to Higher Educational Institutions (within UT). The objectives of study trip, particularly visit to Higher Educational Institutions, Historical places are to inspire, motivate and enhance student's interest in education, especially in the subject science and mathematics.

In this regard, it is informed that the fund for the conduct of study trip for 9th to 12th class students to Excursion trip (within UT) to 118 number of Govt. High / Hr. Sec. Schools in the Puducherry region is listed in the Annexure – I has been released by e-transfer to the bank accounts of the concerned schools. The Head of the Institutions are requested to utilize the funds as per the procedure given below and guidelines attached herewith, within this financial year (2024-25).

1. A resolution shall be passed regarding the place(s) of visit, mode of transport, number of students (Boys/Girls) and any other relevant particulars of the trip.
2. Minimum of three quotations indicating place(s) of visit, date of visit and distance shall be obtained and lowest rate offered firm among them may be considered for selection.
3. Trip sheet indicating the place(s) of visit, date, mileage covered etc., shall be obtained from the firm and documented for audit.
4. Amount exceeding Rs.5,000/- should be paid by cheque only.
5. Preference should be given to visit Higher Educational Institutions.

//BY ORDER//


(N. DINA KAR)

STATE PROJECT DIRECTOR

To

The Head of the Institutions concerned (Through Proper Channel)

Copy to

1. The Joint Director (SE), DSE, Puducherry.
2. The Deputy Director (Women Education), DSE, Puducherry.
3. The Chief Educational Officer, Puducherry.
4. The ADPC, Puducherry.
5. The Coordinators BRC-I/II/III, Puducherry.

**Study Trip to Higher Educational Institutions (Within States / UTs)
Guidelines and Safety Measures**

1. The objectives of study trip, particularly visit to Higher Educational Institutions, Historical places are to inspire, motivate and enhance student's interest in education, especially in the subject science and mathematics, should be ensured.
2. The school shall form a Committee with the Head of the Institution as the Head of the committee. The committee shall decide the place of visit keeping in mind the curriculum of the course, the law and order situation of the proposed place to visit. Prior intimation should be given to the Inspecting Officer.
3. The place of visit should be related to the curriculum. Place of educational, historical, cultural, archaeological importance, botanical gardens, zoological parks, zoos, museums, industries, farms shall be covered.
4. The Head of Institutions shall prepare the dates of visit, list of willing students (Name, class & section, Gender, Contact number of the parents, etc...) list of escort teachers with their contact numbers and mode of conveyance.
5. The Head of the Institutions should ensure that there is a senior teacher accompanying the students on such education tour. Further a lady teachers should accompany female students participating the education tour in the ratio of 1:15.
6. The Head of the Institution has to obtain written consent letter from the parents.
7. The Head of the Institutions should ensure issuing of identity cards to all the students and maintain a separate database of the personal details like parent / local guardian, address, mobile number, e-mail id and medical information about the pupil if any etc... of all the students and the same should be carried by the students also.
8. If the tour is undertaken to public places due precautions should be given and a written permission if necessary of the visit must be obtained from the concerned authorities.
9. If the Head of the Institution hire a private vehicle other than Government Transport Fitness Certificate (FC), First Aid Kit, Driving License of the driver, particulars of the accompanying person should be verified and recorded.
10. The Head of the Institution shall ensure that an undertaking is taken from every participating student that they would abide by all the rules with the countersignature of their parents before they participate in the educational tour.

UT OF PUDUCHERRY LIST OF SCHOOLS FOR STUDY TRIP TO HIGHER INSTITUTIONS (WITHIN STATES) - RAA -SECONDARY - 2024-25

Sl. No.	REGION	BLOCK	IO	UDISE Code	School Name	CLASS 9 TO 12 STRENGTH	AMOUNT IN RS.
1	PONDICHERRY	BRC-1	DDWE	34020101606	PANDIT DURAISAMY GHS-PETICHETPET	185	55500
2	PONDICHERRY	BRC-1	DDWE	34020102303	S.R.SUBRAMANIAN GHS-SARAM	94	28200
3	PONDICHERRY	BRC-1	DDWE	34020102505	THILLAIYADI VALLIAMMAI GHS-KADIRKAMAM	308	92400
4	PONDICHERRY	BRC-1	DDWE	34020103802	GHS-KOMBAKKAM	83	24900
5	PONDICHERRY	BRC-1	DDWE	34020105902	GHS-THENGAITHITTU	65	19500
6	PONDICHERRY	BRC-1	DDWE	34020111102	MTVS GHS - REDDIARPALAYAM	75	22500
7	PONDICHERRY	BRC-1	DDWE	34020112302	SEKKIZHAR GHS, THATTANCHAVADY(SN)	165	49500
8	PONDICHERRY	BRC-1	DDWE	34020112304	GHS-GANDHI NAGAR	77	23100
9	PONDICHERRY	BRC-1	DDWE	34020112312	GHS-METTUPALAYAM	75	22500
10	PONDICHERRY	BRC-1	DDWE	34020112801	T.T.T.VI.KA GHS-SAVARIRAYALU STREET	205	61500
11	PONDICHERRY	BRC-1	DDWE	34020112827	SAVARAYALUNAYAGAR GGHS-PUDUCHERRY	169	50700
12	PONDICHERRY	BRC-1	DDWE	34020112865	DGHS-VAMBAKEERAPALAYAM	35	10500
13	PONDICHERRY	BRC-1	DDWE	34020112871	PENSIONNAT DE JEUNES FILLES, DUMAS STREET	55	16500
14	PONDICHERRY	BRC-1	DDWE	34020112873	VEERAMAMUNIVAR GBHS-PONDICHERRY	102	30600
15	PONDICHERRY	BRC-1	DDWE	34020112875	CALVE COLLEGE FRENCH HIGH SCHOOL-MISSION STREET	65	19500
16	PONDICHERRY	BRC-1	DDWE	34020113818	GHS-DHARMAPURI	102	30600
17	PONDICHERRY	BRC-1	DDWE	34020114605	Artchouna Soupraya Naikar GHS Mudaliarpet	143	42900
18	PONDICHERRY	BRC-1	JD	34020100610	JEEVANANDAM GHSS-KARAMANIKUPPAM	920	276000
19	PONDICHERRY	BRC-1	JD	34020101002	GHSS-ALANKUPPAM	217	65100
20	PONDICHERRY	BRC-1	JD	34020101503	CHEVALIER SELLANE GHSS-KALAPET	314	94200
21	PONDICHERRY	BRC-1	JD	34020101616	NAVALAR NED. HSS-LAWSPET	408	122400
22	PONDICHERRY	BRC-1	JD	34020101619	VALLALAR GGHS-LAWSPET	416	124800
23	PONDICHERRY	BRC-1	JD	34020101620	V.V.R. GOVT. TECH. HSS, LAWSPET	106	31800
24	PONDICHERRY	BRC-1	JD	34020102506	GGHSS-KATHIRKAMAM	884	265200
25	PONDICHERRY	BRC-1	JD	34020103002	T. SATHIYAMOORTHY GHSS-MURUNGAPAKKAM	292	87600
26	PONDICHERRY	BRC-1	JD	34020104902	GHSS-OUTGARET	91	27300
27	PONDICHERRY	BRC-1	JD	34020112310	INDIRA GANDHI GHSS-INDIRA NAGAR	420	126000
28	PONDICHERRY	BRC-1	JD	34020112802	VOC GHSS-MISSION STREET	492	147600
29	PONDICHERRY	BRC-1	JD	34020112829	THIRUVALLUVAR GOVT GIRLS HSS-PONDY	1172	351600
30	PONDICHERRY	BRC-1	JD	34020112836	SRI.N.K.C. GGHS-KURUSUKUPPAM	117	35100
31	PONDICHERRY	BRC-1	JD	34020112839	PERUNTHA. KAMARAJ GBHSS-MUTHIALPET	189	56700
32	PONDICHERRY	BRC-1	JD	34020112851	SOUCILABAI GOVT.GIRLS HSS-VISYAL ST	226	67800
33	PONDICHERRY	BRC-1	JD	34020112867	SUBRAMANIA BHARATHI GGHS-L. B. SHASTRI ST	339	101700
34	PONDICHERRY	BRC-1	JD	34020112876	CALVE COLLEGE GHSS-MISSION ST.	55	16500
35	PONDICHERRY	BRC-1	JD	34020112881	MANIMEGALAI GGHS-NELLITHOPE	326	97800
36	PONDICHERRY	BRC-1	JD	34020112883	ANNAI SIVAGAMI GGHS-MUDALIARPET	755	226500
37	PONDICHERRY	BRC-1	JD	34020113806	IAGHSS-MUTHIRARPALAYAM	670	201000
BRC1 TOTAL						10412	3123600

UT OF PUDUCHERRY LIST OF SCHOOLS FOR STUDY TRIP TO HIGHER INSTITUTIONS (WITHIN STATES) - RAA -SECONDARY - 2024-25

Sl. No.	REGION	BLOCK	IO	UDISE Code	School Name	CLASS 9 TO 12 STRENGTH	AMOUNT IN RS.
1	PONDICHERRY	BRC-2	CEO	34020200102	CHEDDLILAL GHS-ABISHEGAPAKKAM	178	53400
2	PONDICHERRY	BRC-2	CEO	34020200701	GHS-ARIANKUPPAM	82	24600
3	PONDICHERRY	BRC-2	CEO	34020200717	SCSVGHS-VEERAMPATTINAM	88	26400
4	PONDICHERRY	BRC-2	CEO	34020202505	GHS-PANITHITTU	60	18000
5	PONDICHERRY	BRC-2	CEO	34020203102	GHS-KURUVINATHAM	89	26700
6	PONDICHERRY	BRC-2	CEO	34020203202	V.RAMAMURTHI GHS-MADUCARAI EAST	92	27600
7	PONDICHERRY	BRC-2	CEO	34020205003	GHS-KALMANDAPAM	109	32700
8	PONDICHERRY	BRC-2	CEO	34020205803	KV GOVT HIGH SCHOOL-SELIAMEDU	138	41400
9	PONDICHERRY	BRC-2	CEO	34020207403	GHS-KEEZHPARIKALPET	97	29100
10	PONDICHERRY	BRC-2	JD	34020200702	TPGGHSS-ARIYANKUPPAM	315	94500
11	PONDICHERRY	BRC-2	JD	34020201003	BHARATHI GHSS-BAHOUR	310	93000
12	PONDICHERRY	BRC-2	JD	34020201004	KASTHURIBAI GANDHI GGHSS-BAHOUR	540	162000
13	PONDICHERRY	BRC-2	JD	34020202003	GHSS KARAYAMPUTHUR	211	63300
14	PONDICHERRY	BRC-2	JD	34020202202	GHSS-KARIKALAMPAKKAM	281	84300
15	PONDICHERRY	BRC-2	JD	34020202503	DR.B.R.AMBEDKAR GHSS-KIRUMAMPAKKAM	294	88200
16	PONDICHERRY	BRC-2	JD	34020202701	GHSS - KORKADU	102	30600
17	PONDICHERRY	BRC-2	JD	34020203203	GGHSS-MADUCARAI	334	100200
18	PONDICHERRY	BRC-2	JD	34020203702	GHSS-NONANKUPPAM	128	38400
19	PONDICHERRY	BRC-2	JD	34020206603	GHSS THAVALAKUPPAM	194	58200
20	PONDICHERRY	BRC-2	JD	34020207502	TKRSP GHSS-KORAVELIMEDU	119	35700
BRC 2 TOTAL						3761	1128300
1	PONDICHERRY	BRC-3	CEO	34020301402	INDIRA GANDHI GHS-KATTERIKUPPAM	90	27000
2	PONDICHERRY	BRC-3	CEO	34020302802	GHS-MANGALAM	120	36000
3	PONDICHERRY	BRC-3	CEO	34020302910	GHS-THIRUKKANUR	337	101100
4	PONDICHERRY	BRC-3	CEO	34020303303	TVK GHS-ARUMBARTHAPURAM	73	21900
5	PONDICHERRY	BRC-3	CEO	34020303702	GHS PILLAYARKUPPAM	72	21600
6	PONDICHERRY	BRC-3	CEO	34020304002	GHS-KOTHAPURINATHAM	79	23700
7	PONDICHERRY	BRC-3	CEO	34020304101	GHS-SANDHAI PUDUKUPPAM	50	15000
8	PONDICHERRY	BRC-3	CEO	34020304301	GHS-SELLIPET	55	16500
9	PONDICHERRY	BRC-3	CEO	34020304802	GHS-SORAPET	131	39300
10	PONDICHERRY	BRC-3	CEO	34020305302	GHS-THIRUBUVANAI	84	25200
11	PONDICHERRY	BRC-3	CEO	34020305701	GHS-URUVAIYAR	91	27300
12	PONDICHERRY	BRC-3	CEO	34020306001	GHS-VADHANUR	88	26400
13	PONDICHERRY	BRC-3	CEO	34020306219	GHS-KANUVAPET	105	31500
14	PONDICHERRY	BRC-3	CEO	34020306604	GHS-MADAGADIPET - PALAYAM	107	32100
15	PONDICHERRY	BRC-3	CEO	34020306701	GHS-KODATHUR	61	18300
16	PONDICHERRY	BRC-3	CEO	34020306901	GHS SUTHUKENI	62	18600
17	PONDICHERRY	BRC-3	JD	34020300502	GHSS- ARIYUR	77	23100
18	PONDICHERRY	BRC-3	JD	34020301901	ANNAMALAI REDDIAR GHSS-KOODAPAKKAM	275	82500
19	PONDICHERRY	BRC-3	JD	34020302002	ARINGAR ANNA GHSS-KUNICHEMPET	127	38100

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20	PONDICHERRY	BRC-3	JD	34020304205	GHSS-SEDARAPET	182	54600
21	PONDICHERRY	BRC-3	JD	34020305001	GGHSS-T.V.KOIL	260	78000
22	PONDICHERRY	BRC-3	JD	34020305503	ADGHSS-THONDAMANATHAM	112	33600
23	PONDICHERRY	BRC-3	JD	34020306203	VGBHSS-VILLIANUR	234	70200
24	PONDICHERRY	BRC-3	JD	34020306204	KANNAGI GGHSS-VILLIANUR	585	175500
25	PONDICHERRY	BRC-3	JD	34020306217	KQMGHSS-SULTHANPET	185	55500
BRC3 TOTAL						3642	1092600
1	KARAIKAL	KARAIKAL	CEO	34040600102	KAMARAJ GHS - POOVAM	77	23100
2	KARAIKAL	KARAIKAL	CEO	34040600401	GHS - THIRUVETTAKUDY	72	21600
3	KARAIKAL	KARAIKAL	CEO	34040601303	CES - DEITHA STREET, KARAIKAL	25	7500
4	KARAIKAL	KARAIKAL	CEO	34040606202	GHS - VIZHIDIYUR	70	21000
5	KARAIKAL	KARAIKAL	CEO	34040607705	Rm A.S.PACKIRISAMY PILLAI GHS - KARAIKALMEDU	166	49800
6	KARAIKAL	KARAIKAL	CEO	34040607902	Mayor A. Soundararengan GHS, Sethur	59	17700
7	KARAIKAL	KARAIKAL	CEO	34040610804	HUSSAINIA GHS - NERAVY	57	17100
8	KARAIKAL	KARAIKAL	CEO	34040610909	GGHS - KOTTUCHERRY	101	30300
9	KARAIKAL	KARAIKAL	CEO	34040612001	KARMAVEERAR KAMARAJAR GHS - KURUMBAGARAM	50	15000
10	KARAIKAL	KARAIKAL	CEO	34040612402	GGHS - T.R.PATTINAM	201	60300
11	KARAIKAL	KARAIKAL	CEO	34040612614	GHS - KOTHUKULAM	86	25800
12	KARAIKAL	KARAIKAL	CEO	34040612616	GOVINDASAMY PILLAI GHS - KARAIKAL	76	22800
13	KARAIKAL	KARAIKAL	CEO	34040612619	GHS - AKKARAIVATTAM	62	18600
14	KARAIKAL	KARAIKAL	CEO	34040612803	GHS - OOZHAPATHU	75	22500
15	KARAIKAL	KARAIKAL	CEO	34040613002	GHS - VARICHIKUDY	58	17400
16	KARAIKAL	KARAIKAL	DD(Sec)	34040601402	NSC BOSE GHSS - THALATHERU	152	45600
17	KARAIKAL	KARAIKAL	DD(Sec)	34040607707	THIRUVALLUVAR GHSS - AMBAGARATHUR	332	99600
18	KARAIKAL	KARAIKAL	DD(Sec)	34040608702	JAWAHARLAL NEHRU GHSS - NEDUNGADU	323	96900
19	KARAIKAL	KARAIKAL	DD(Sec)	34040610606	Thalaivar Pa. Shanmugam GHSS-Thenoor	296	88800
20	KARAIKAL	KARAIKAL	DD(Sec)	34040610608	GGHSS - THIRUNALLAR	469	140700
21	KARAIKAL	KARAIKAL	DD(Sec)	34040610810	GHSS - NERAVY	84	25200
22	KARAIKAL	KARAIKAL	DD(Sec)	34040610907	VOC GHSS - KOTTUCHERRY	597	179100
23	KARAIKAL	KARAIKAL	DD(Sec)	34040612607	ANNAI THERESA GGHSS - KARAIKAL	991	297300
24	KARAIKAL	KARAIKAL	DD(Sec)	34040612615	MURUGATHAL AACHI GGHSS - KARAIKAL	148	44400
KARAIKAL TOTAL						4627	1388100
1	MAHE	MAHE	CEO	34030100102	ECOLE CENTRALE ET COURS COMPLE	25	7500
2	MAHE	MAHE	CEO	34030100401	KASTHURBA GANDHI GHS-PALLOOR	162	48600
3	MAHE	MAHE	JD	34030100101	JAWAHARLAL NEHRU GHSS	475	142500
4	MAHE	MAHE	JD	34030100116	C.E. BHARATHAN GHSS-MAHE	361	108300
5	MAHE	MAHE	JD	34030100405	V.N. PURUSHOTHAMAN GHSS-PALLOOR	232	69600
MAHE TOTAL						1255	376500

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Sl. No.	REGION	BLOCK	IO	UDISE Code	School Name	CLASS 9 TO 12 STRENGTH	AMOUNT IN RS.
1	YANAM	YANAM	JD	34010100216	SRI TANGUTURI PRAKASAM PANTULU GOVT. JR COLLEGE - YANAM	182	54600
2	YANAM	YANAM	DDSE	34010100102	PANDIT JAWAHARLAL NEHRU GHS - METTAKUR	47	14100
3	YANAM	YANAM	DDSE	34010100203	KAMALA NEHRU GGHS - YANAM	75	22500
4	YANAM	YANAM	DDSE	34010100212	MAHATMA GANDHI GBHS - YANAM	49	14700
5	YANAM	YANAM	DDSE	34010100304	DR. B.R. AMBEDKAR GHS - FARAMPETA	45	13500
6	YANAM	YANAM	DDSE	34010100601	S.K.S.P.V.R.N GHS - KANAKALAPETA	50	15000
7	YANAM	YANAM	DDSE	34010113305	DR. K. R. NARAYANAN GHS - DARIALATIPPA	51	15300
YANAM TOTAL						499	149700

GRAND TOTAL						24196	7258800
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