

GOVERNMENT OF PUDUCHERRY  
DIRECTORATE OF SCHOOL EDUCATION  
SAMAGRA SHIKSHA

No. 1945/SS/RAA/2018

Puducherry, dt: 17.12.2018

CIRCULAR

Sub: SS – RAA – Study trip for the 9<sup>th</sup> class students to Higher  
Institution (Within UT) – Release of fund by e-transfer –  
Intimation - Reg.

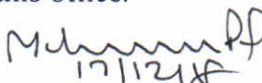
\*\*\*\*\*

For greater exposure of students in secondary sections to Higher Educational Institutions, the Project Approval Board, Ministry of Human Resource Development (MHRD), New Delhi for the year 2018 – 19 has approved Study trip for the Secondary students to Higher Educational Institutions (Within States/UTs). The objectives of study trip, particularly visit to Higher education Institutions is to inspire, motivate and enhance students' 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 the 9<sup>th</sup> class students to Higher Educational Institutions (Within UT) to 86 number of Govt. schools of Puducherry region listed in annexure- I has been released by e-transfer to the bank accounts of the concerned schools. The Heads of Schools are requested to utilize the funds as per the procedure given below and guidelines attached herewith, within this financial (2018-19) year.

- 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 places(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 ₹ 5,000/- should be paid by cheque only.
- 5) Preference should be given to visit Higher Educational Institutions.
- 6) Govt. schools of Puducherry may visit to Rajiv Gandhi Institute of Veterinary Education and Research, Puducherry (RIVER) as per the programmes for school students (visit of students) cited in the annexure – II, attached.

Heads of Schools shall submit a report in this regard to this Office.

  
17/12/18

(MOHINDER PAL)

STATE PROJECT DIRECTOR

To

The Heads of Schools concerned. (Through Proper Channel)

Copy to

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

} With a request to  
communicate to the  
schools under their  
control.

✓ 7. EDP Section, DSE, Puducherry - Request to uphold in the  
official website of DSE.



## ANNEXURE

PUDUCHERY IX STD. ENROLMENT/APPROVED STRENGTH/FUND ALLOTTED									
SL. NO.	REGION	IO	LEVEL	SCHOOL NAME	Boys	Girls	Total	Approved strength	Fund Allotted ₹
1	PDY	CEO	HIGH	CHEDDLILAL GHS-ABISHEGAPAKKAM	58	30	88	38	11400
2	PDY	CEO	HIGH	GHS-ARIANKUPPAM	34	13	47	20	6000
3	PDY	CEO	HIGH	SCSVGHS-VEERAMPATTINAM	19	23	42	18	5400
4	PDY	CEO	HIGH	GHS-PANITHITTU	9	6	15	7	2100
5	PDY	CEO	HIGH	GHS-KURUVINATHAM	37	38	75	33	9900
6	PDY	CEO	HIGH	V.RAMAMURTHI GHS-MADUCARAI EAST	43	0	43	19	5700
7	PDY	CEO	HIGH	GHS-KALMANDAPAM	50	34	84	36	10800
8	PDY	CEO	HIGH	KV GOVT HIGH SCHOOL-SELIAMEDU	42	26	68	30	9000
9	PDY	CEO	HIGH	GHS-KEEZHPARIKALPET	33	26	59	26	7800
10	PDY	CEO	HIGH	INDRA GANDHI GHS-KATTERIKUPPAM	20	17	37	16	4800
11	PDY	CEO	HIGH	GHS-MANGALAM	41	28	69	30	9000
12	PDY	CEO	HIGH	GHS-THIRUKKANUR	75	100	175	70	21000
13	PDY	CEO	HIGH	TVK GHS-ARUMBARTHAPURAM	18	27	45	20	6000
14	PDY	CEO	HIGH	GHS PILLAYARKUPPAM	15	12	27	12	3600
15	PDY	CEO	HIGH	GHS-KOTHAPURINATHAM	18	14	32	14	4200
16	PDY	CEO	HIGH	GHS-SANTHAI PUDUKUPPAM	13	8	21	9	2700
17	PDY	CEO	HIGH	GHS-SELLIPET	27	12	39	17	5100
18	PDY	CEO	HIGH	GHS-SORAPET	34	31	65	28	8400
19	PDY	CEO	HIGH	GHS-THIRUBUVANAI	23	18	41	18	5400
20	PDY	CEO	HIGH	GHS-URUVAIYAR	26	24	50	22	6600
21	PDY	CEO	HIGH	GHS-VADHANUR	42	36	78	34	10200
22	PDY	CEO	HIGH	GHS-KANUVAPET	66	33	99	43	12900
23	PDY	CEO	HIGH	GHS-MADAGADIPET - PALAYAM	31	28	59	26	7800
24	PDY	CEO	HIGH	GHS-KODATHUR	26	18	44	19	5700
25	PDY	CEO	HIGH	GHS SUTHUKENI	17	18	35	15	4500
26	PDY	DDW	HIGH	PANDIT DURAISAMY GHS-PETICHETPET	67	22	89	39	11700
27	PDY	DDW	HIGH	S.R.SUBRAMANIAN GHS-SARAM	27	13	40	17	5100
28	PDY	DDW	HIGH	THILLAIYADI VALLIAMMAI GHS-KADIRKAMAM	108	57	165	72	21600
29	PDY	DDW	HIGH	GHS-KOMBAKKAM	23	27	50	22	6600
30	PDY	DDW	HIGH	GHS-THENGAITHITTU	18	12	30	13	3900
31	PDY	DDW	HIGH	MTVS GHS - REDDIARPALAYAM	34	10	44	19	5700
32	PDY	DDW	HIGH	SEKKIZHAR GHS, THATTANCHAVADY(SN)	53	47	100	43	12900
33	PDY	DDW	HIGH	GHS-GANDHI NAGAR	26	4	30	13	3900
34	PDY	DDW	HIGH	GHS-METTUPALAYAM	31	0	31	13	3900
35	PDY	DDW	HIGH	T.T.T.VI.KA GHS-SAVARIRAYALU STREET	146	0	146	63	18900
36	PDY	DDW	HIGH	SAVARAYALUNAYAGAR GGHS-PUDUCHERRY	0	90	90	39	11700
37	PDY	DDW	HIGH	PERUNTHA. KAMARAJ GBHS-MUTHIALPET	90	0	90	39	11700
38	PDY	DDW	HIGH	DGHS-VAMBAKEERAPALAYAM	17	5	22	10	3000
39	PDY	DDW	HIGH	PENSIONNAT DE JEUNES FILLES, DUMAS STREET	0	17	17	7	2100
40	PDY	DDW	HIGH	VEERAMAMUNIVAR GBHS-PONDICHERRY	91	0	91	40	12000
41	PDY	DDW	HIGH	CALVE COLLEGE FRENCH HIGH SCHOOL-MISSION STREET	6	0	6	3	900
42	PDY	DDW	HIGH	GHS-DHARMAPURI	14	8	22	10	3000

*M. M. M. M.*  
17/12/18



SL. NO.	REGION	IO	LEVEL	SCHOOL NAME	Boys	Girls	Total	Apporved strengnth	Fund Alloted ₹
43	PDY	DDW	HIGH	GOVT. GIRLS HIGH SCH-MADUCARAI	0	76	76	33	9900
44	PDY	JD	HSC	JEEVANANDAM GHSS-KARAMANIKUPPAM	75	0	75	33	9900
45	PDY	JD	HSC	GHSS-ALANKUPPAM	37	36	73	32	9600
46	PDY	JD	HSC	GGHSS-KALAPET	0	117	117	51	15300
47	PDY	JD	HSC	CHEVALIER SELLANE GHSS-KALAPET	73	0	73	32	9600
48	PDY	JD	HSC	NAVALAR NED. HSS-LAWSPET	48	0	48	21	6300
49	PDY	JD	HSC	VALLALAR GGHSS-LAWSPET	0	96	96	42	12600
50	PDY	JD	HSC	GGHSS-KATHIRKAMAM	0	153	153	66	19800
51	PDY	JD	HSC	THEERAR SATHIYAMOORTHY GHSS-MURUNGAPAKKAM	57	23	80	35	10500
52	PDY	JD	HSC	GHSS-OUTGARET	29	12	41	18	5400
53	PDY	JD	HSC	INDIRA GANDHI GHSS-INDIRA NAGAR	42	32	74	32	9600
54	PDY	JD	HSC	THIRUVALLUR GOVT GIRLS HSS-PONDY	1	112	113	49	14700
55	PDY	JD	HSC	SRI.N.K.C. GGHSS-KURUSUKUPPAM	6	0	6	3	900
56	PDY	JD	HSC	SINNATHA GOVT GIRLS HSS-MUTHIALPET	0	128	128	56	16800
57	PDY	JD	HSC	SOUCILABAI GOVT.GIRLS HSS-VISYAL ST	0	44	44	19	5700
58	PDY	JD	HSC	SUBRAMANIA BHARATHI GGHSS-LAL BAHADUR SHASTRI STREET(BUSSY ST.)	0	98	98	43	12900
59	PDY	JD	HSC	CALVE COLLEGE GHSS-MISSION ST.	22	0	22	10	3000
60	PDY	JD	HSC	MANIMEGALAI GGHSS-NELLITHOPE	0	37	37	16	4800
61	PDY	JD	HSC	ANNAI SIVAGAMI GGHSS-MUDALIARPET	0	151	151	66	19800
62	PDY	JD	HSC	IAGHSS-MUTHIRARPALAYAM	36	35	71	31	9300
63	PDY	JD	HSC	TPGGHSS-ARIYANKUPPAM	37	50	87	38	11400
64	PDY	JD	HSC	BHARATHI GHSS-BAHOUR	40	0	40	17	5100
65	PDY	JD	HSC	KASTHURIBAI GANDHI GGHSS-BAHOUR	0	102	102	44	13200
66	PDY	JD	HSC	MARAIMALAI ADIGAL GHSS-EMBALAM	91	82	173	75	22500
67	PDY	JD	HSC	GHSS KARAYAMPUTHUR	44	29	73	32	9600
68	PDY	JD	HSC	GHSS-KARIKALAMPAKKAM	51	45	96	42	12600
69	PDY	JD	HSC	DR.B.R.AMBEDKAR GHSS-KIRUMAMPAKKAM	52	43	95	41	12300
70	PDY	JD	HSC	GHSS - KORKADU	22	19	41	18	5400
71	PDY	JD	HSC	GHSS-NONANKUPPAM	26	15	41	18	5400
72	PDY	JD	HSC	KAMBAN GHSS-NETTAPAKKAM	96	68	164	71	21300
73	PDY	JD	HSC	GHSS THAVALAKUPPAM	27	16	43	19	5700
74	PDY	JD	HSC	TKRSP GHSS-KORAVELIMEDU	38	28	66	29	8700
75	PDY	JD	HSC	GHSS-ARIYUR	35	23	58	25	7500
76	PDY	JD	HSC	KALAIIGNAR KARUNANI GHSS-K.T.KUPPAM	53	58	111	48	14400
77	PDY	JD	HSC	GHSS-KOODAPAKKAM	49	41	90	39	11700
78	PDY	JD	HSC	ARINGAR ANNA GHSS-KUNICHEMPET	22	9	31	13	3900
79	PDY	JD	HSC	GHSS-SEDARAPET	28	23	51	22	6600
80	PDY	JD	HSC	GGHSS-T.V.KOIL	22	29	51	22	6600
81	PDY	JD	HSC	ADGHSS-THONDAMANATHAM	13	10	23	10	3000
82	PDY	JD	HSC	PBGHSS-P.S.PALAYAM	37	26	63	27	8100
83	PDY	JD	HSC	VGBHSS-VILLIANUR	27	0	27	12	3600
84	PDY	JD	HSC	KANNAGI GGHSS-VILLIANUR	0	98	98	43	12900
85	PDY	JD	HSC	KQMGHSS-SULTHANPET	22	24	46	20	6000
<b>PONDY TOTAL</b>					<b>2826</b>	<b>2920</b>	<b>5746</b>	<b>2495</b>	<b>748500</b>

Mamunip  
12/12/18



**Study Trip to Higher Institution (Within States/UTs)**  
**Guidelines and Safety measures.**

1. The objectives of study trip, particularly visit to Higher education Institutions is to inspire, motivate enhance students interest in education especially in Science and Mathematics, should be ensued.

2. The school shall form a committee with the Head of 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 of 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. Priority should be given for visit to Higher Educational Institute. Govt. schools of Puducherry may visit to Rajiv Gandhi Institute of Veterinary Education and Research, Puducherry (RIVER) as per the programmes for school students (visit of students) cited in the annexure – II, attached.

5. The Head of Institution shall prepare the dates of visit, list of willing students (Name, Class & Section, Male/Female, Contact number of the parent, etc.,) list of escort teachers with their contact numbers and mode of conveyance.

6. The Head of the Institution should ensure that there is a senior teacher accompanying the students on such educational tour. Further, a lady teacher should accompany female students participating in the educational tour in the ratio 1:15.

7. The Head of the Institution has to obtain written consent letter from the parents.

8. The Head of the Institution should ensure issuing of identity-cards to all the students and maintain a separate data base of the personal details like parent /local guardian, address, mobile number, email id, and medical information about the pupil if any etc., of all the students and the same should be carried by the students also.

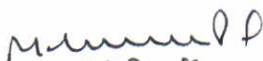
9. If the tour is undertaken to public places, dam cities, power plants, sea shore, hill top etc., due precautions should be given and a written permission if necessary for the visit must be obtained from the concerned authorities.

10. If the educational tour has been planned to far off places, it is necessary to hire a local tour operator who is well aware of the local conditions and can advise accordingly or a teacher who is well aware of the places and the local conditions should be compulsorily engaged.

11. If the Head of 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.

12. 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.

13. Parents shall not be compelled to pay unreasonable amount for such tours.

  
17/11/18

61

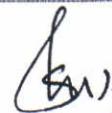
**RAJIV GANDHI INSTITUTE OF VETERINARY EDUCATION AND RESEARCH  
(RIVER)  
PUDUCHERRY**

\*\*\*\*\*

**ANNEXURE**

(Annexure to Lr. No. No.233/RIVER/DEAN/PA/2018-19, dt. 17-11-2018)

Details	Programme 1 (Students)	Programme 2 (Students)	Programme 3 (Teachers)
Category	No age limit	8 <sup>th</sup> Std. to 12 <sup>th</sup> Std.	Biology Teachers / Biology Graduates
Entry Fee	₹ 5/- per Student	₹ 20/- per Student	₹ 1,000/- per Candidate
No. of Participants	Not more than 100 per batch	50 per batch	20 per batch
Duration	Half-a-day	One day	Three days
Activities	Visit to Fish Pond, Poultry Farm, Departments of Anatomy, Pathology, Parasitology & Extension Museum and others as decided	Visit to Fish Pond, Departments of Anatomy, Pathology, Parasitology & Extension Museum along with lectures / demonstrations and others as decided	Skill development from Departments of Parasitology, Biochemistry, Animal Genetics, Public Health ad Pathology. Introduction to procedures and equipments.
Instructions	To be informed atleast one week before	To be informed atleast one week before	To be informed atleast one month before

  
17.11.18  
(Dr. S.RAMKUMAR)  
DEAN