From

To

**Dr. M. Aarthi, I.A.S**
State Project Director,
Samagra Shiksha,
P.A.K. Valakam,
Chennai – 600 006.

**Chief Educational Officers,**
All districts

**RC. No.1431/B3/BRC-CRC/SS/2024, date: 22.11.2024**

**Sub:** Samagra Shiksha – District Coordinators - EMIS Component Allocation - Regarding.

**Ref:** State Project Director Letter R.C.No.1431/B3/BRC-CRC/SS/ 2024, date: 19.07.2024

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In reference to the previously cited letter, the EMIS components have been assigned to the Superintendent and District Coordinators (as detailed in the annexure). The Chief Educational Officers are instructed to ensure that appropriate directions are given to the staff.

for **State Project Director**

## Samagra Shiksha

| Superintendents/District Coordinators – EMIS work allocation | |
|---|---|
| **DC** | **Components** |
| DC-1 | UDISE+, Aadhaar, Bank A/C, GIS Mapping, AWP&B, PRABANDH, PGI, G2C, PTI |
| DC-2 | ICT, Internet, All Assessment, Language Lab, Robotics, Agal Vilakku & Safety and Security, Tablet Tracking |
| DC-3 | All Clubs, Art& Culture (KA, KT, KU), Cultural and Sports Week, Vaanavil Mandram, RAA, ATL and RTE 25% |
| DC-4 | IE, Sports & Physical Education, VE, BRC & CRC,SOE |
| DC-5 | Ennum Ezhuthum, Pre- Primary, Report Card, ITK, Vaasippu Iyakkam, Library & Magazine |
| DC-6 | OoSC, CM-SMC, TP, TMK, Civil Works, NILP, Grants |
| DC-7 | NSNOP, CG & CG Assessment, Alumni, Transport & Escort |
| DC-8 | KGBV, NSCBAV, PM JANMAN, Transport & Escort |

| Sl. No. | Components | Mapped to |
|---|---|---|
| 1 | Mutual Transfer | CEO Superintendent / CEO Section Staff |
| 2 | Nominal Roll Reset | CEO Superintendent / CEO Section Staff |
| 3 | 7.5%, Pudhumai Penn & Thamizh Pudhalvan follow up and completion including Reset | CEO Superintendent / CEO Section Staff |
| 4 | TC Reset | CEO Superintendent / CEO Section Staff |

| 5 | Surplus Candidate | CEO Superintendent / CEO Section Staff |
|---|---|---|
| 6 | Vacancy and Need | CEO Superintendent / CEO Section Staff |
| 7 | Regulatory Compliance | CEO Superintendent / CEO Section Staff / DEO Private |
| 8 | Transfer Counselling | CEO Superintendent / CEO Section Staff |
| 9 | Welfare Schemes follow-up and updation in EMIS | CEO Superintendent / CEO Section Staff |
| 10 | All Scholarships & All other Schemes follow-up and updation in EMIS | CEO Superintendent / CEO Section Staff |
| 11 | DBT Reset Option | CEO Superintendent / CEO Section Staff |
| 12 | School/Office Change Approval | DC 1 |
| 13 | Student Admission Approval | DC 1 |
| 14 | Class Change Approval | DC 1 |
| 15 | UDISE+ | DC 1 |
| 16 | Aadhaar | DC 1 |
| 17 | Bank A/C | DC 1 |
| 18 | GIS Mapping | DC 1 |
| 19 | AWP&B | DC 1 |
| 20 | PRABANDH | DC 1 & AAM |
| 21 | PGI | DC 1 |
| 22 | G2C | DC 1 |
| 23 | Part Time Instructor | DC 1 |
| 24 | Academic scores Verification (All Exams) Mark updation and Completion | DC 2 |
| 25 | ICT | DC 2 |

| 26 | Internet | DC 2 |
|---|---|---|
| 27 | All Assessments & Focused Learning | DC 2 |
| 28 | SHAGUN Portal | DC 2 |
| 29 | Manarkeni | DC 2 |
| 30 | Language Lab | DC 2 |
| 31 | Robotics/ Microsoft TEALS | DC 2 |
| 32 | Agal Vilakku | DC 2 |
| 33 | SCPCR / NCPCR | DC 2 |
| 34 | Safety & Security | DC 2 |
| 35 | Teacher Training | DC 2 |
| 36 | Tablet Tracking | DC 2 |
| 37 | RTE Applicant Verification | DC 3 |
| 38 | RTE Daily Report/Seat Allotment/Claim | DC 3 |
| 39 | Daily Attendance<br>RTE Attendance<br>Staff attendance of Govt & Aided schools<br>Students attendance of Govt & Aided schools | DC 3 |
| 40 | Club Events (All Clubs) | DC 3 |
| 41 | Art& Culture (KA, KT, KU) | DC 3 |
| 42 | Cultural and Sports Week | DC 3 |
| 43 | Vaanavil Mandram | DC 3 |
| 44 | RAA | DC 3 |
| 45 | ATL | DC 3 |
| 46 | Science Park | DC 3 |
| 47 | School Mapping for Special Educator | DC 4 |
| 48 | IE / CWSN Details | DC 4 |
| 49 | Sports & Physical Education | DC 4 |

| 50 | School Ranking | DC 4 |
|----|----------------|------|
| 51 | Aspirational District | DC 4 |
| 52 | Vocational Education | DC 4 |
| 53 | BRC - CRC & Mapping | DC 4 & SS Superintendent |
| 54 | SOE (School of Excellence) | DC 4 |
| 55 | Health Screening for Students (Govt & Aided) | DC 4 |
| 56 | RTI | DC 4 |
| 57 | PMO Petitions | DC 4 |
| 58 | CM Cell Petitions | DC 4 |
| 59 | SPC, TANII | DC 4 |
| 60 | Palli Paarvai | DC 5 |
| 61 | SNA A/C INFO | DC 5 & AAM |
| 62 | ITK - ITK Bank Verification and Grievance follow-up | DC 5 |
| 63 | Ennum Ezhuthum | DC 5 |
| 64 | Pre-Primary | DC 5 |
| 65 | Report Card | DC 5 |
| 66 | Vaasippu Iyakkam | DC 5 |
| 67 | Library | DC 5 |
| 68 | Magazine | DC 5 |
| 69 | OOSC - Potential Dropout Students | DC 6 |
| 70 | SMC Member Edit Approval | DC 6 |
| 71 | SIDS | DC 6 & Civil Engineers |
| 72 | SMC | DC 6 |
| 73 | CM-SMC | DC 6 |

| 74 | Thodarndhu Padippom | DC 6 |
|----|---------------------|------|
| 75 | Tamizh Mozhi Karpom | DC 6 |
| 76 | Civil Works | DC 6 |
| 77 | NILP | DC 6 |
| 78 | Grants | DC 6 |
| 79 | NSNOP | DC 7 |
| 80 | CG & CG Assessment | DC 7 |
| 81 | Alumni | DC 7 |
| 82 | Namma School Foundation | DC 7 |
| 83 | LO/ SEAS / NAS / SLAS | DC 7 |
| 84 | Model Schools | DC 7 |
| 85 | Transport & Escort | DC 7 |
| 86 | KGBV | DC 8 |
| 87 | NSCBAV | DC 8 |
| 88 | PM JANMAN | DC 8 |
| 89 | Transport & Escort | DC 8 |
| 90 | All Data Processing & Report Generation | Programmer |
| 91 | CRC Mapping | SS Superintendent |
| 92 | 14417 Report | SS Superintendent |
| 93 | E-office | SS Superintendent |
| 94 | All procurements | SS Superintendent |
| 95 | Staff- Grievances | SS Superintendent |

**For State Project Coordinator**