



COLLECTORATE : GANJAM : CHATRAPUR

(Social Security Section)

Tel. No. 06811-263970. E-mail : dssoganjams@gmail.com

No. 2381

Date : 10-08-2023

ADDENDUM TO THIS OFFICE R.F.P VIDE NO. 2327, DATED 08.08.2023

With reference to the above mentioned **Request for Proposal** inviting proposals from Bidders for operation and maintenance of SIEP Satellite Centre at IIC, Palur Hills, Konisi, Dist. Ganjam uploaded to the District portal on 09.08.2023, now additional documents with respect to the under mentioned Clauses are hereby uploaded, for information of the Bidders.

Section – 3 (Terms of Reference) :

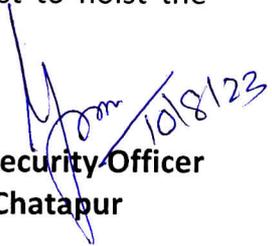
- Government approved Standard Operating Procedure (SOP) for functioning of SIEP
- Appointment of Manpower : Government approved list of Manpower
- Prescribed Menu Chart for Beneficiaries.

Encl. : As above.


District Social Security Officer
Ganjam, Chatapur

Memo No. 2382/Dt. 10-08-2023

Copy to the District Informatics Officer, NIC, Ganjam with a request to hoist the documents in the Ganjam District Portal for mass information.


District Social Security Officer
Ganjam, Chatapur

STATE INSTITUTE FOR EMPOWERMENT OF PERSONS WITH DISABILITIES (SIEP)

(A registered society under SSEPD Department, Government of Odisha)

NCSCDA Campus, Pokhariput, Bhubaneswar, Odisha – 751020

No. 490 /SIEP Dated 30.12.2021
SIEP-MISC- 0034-2021

From

Smt. Sonia Behera, OAS(S)
Joint Secretary, SSEPD Deptt. &
Secretary, SIEP

To

Co-ordinator,
SIEP, Bhubaneswar

Sub: Standard Operating Procedure of SIEP.

Sir,

Please find enclosed Standard Operating Procedure (SOP) of SIEP for its circulation among the staffs and all staff should be directed to follow the same.

Yours faithfully,



**Joint Secretary, SSEPD Deptt.
& Secretary, SIEP**

Standard Operating Procedure of SIEP

Main Focus of SIEP:

- Assessment of CwDs & recommendation of therapy or reference to medical facilities as per need.
- Reduction of disability through Therapeutic and other treatment & counselling.
- Preparedness for Special education by providing pre-schooling
- Decrease in drop outs rates of CwDs by providing remedial classes, recreational facilities, counselling of parents/guardians.
- Create interest of CwDs in skill development training by providing pre-vocational training

Units of SIEP:

1. Physiotherapy
2. Occupational Therapy
3. Audiology & Speech therapy
4. Psychology
5. Visual
6. Blood Disorder
7. Class for ID children
8. Class for LD children
9. Class for CP children
10. Class for ASD children
11. Class for HI children
12. Class for VI children
13. Class for MD children
14. Art & Craft Class
15. Music Class
16. Sports & recreation

Target Group:

Persons with Disabilities of all categories with special focus on Children with Disabilities up to 16 years of age.



Standard Operating Procedure for beneficiaries of SIEP:

1. Every new beneficiary will register themselves with their accompanying parents/guardians first at the reception counter.
2. At the time of registration Aadhar card or other valid document of identity of beneficiaries in original should be verified and copies kept for record.
3. Identity card will be issued to every registered beneficiary.
4. Once a CwD has registered himself/herself in SIEP, he /she can avail the service any time without further registration.
5. After registration, assessment of disability should be done by the concerned assessment team(s) followed by parental counselling by rehabilitation professionals.
6. Beneficiary will be sent to the concerned units after assessments for therapy.
7. For SIEP professionals;
 - a) Concerned professional(s) should assess the requirement; prepare the therapy plan, Individualised Education Programme (IEP) according to their needs.
 - b) Therapy protocols should be followed by the professionals while dealing with CwDs.
 - c) Time-table should be prepared by Rehabilitation Coordinator and Education Coordinator in consultation with Therapists and Special Educators.
 - d) Every professional should maintain daily case register and keep treatment progress as well as improvement records of each beneficiary.
 - e) Each case should be evaluated fortnightly and their improvements should be recorded and further course of treatment/education plan should be decided according to their needs.
 - f) Parents should not be generally allowed to go with the children to the therapy units and classrooms.
 - g) Sensitization training should be provided to parents on home based therapies & education by concerned professionals.
 - h) Concerned professional(s) should be emphatic and cordial towards the children & the parents/guardians.
 - i) Recreational Activities should be given between therapy and education, for relation of beneficiaries and motivation to complete treatment as per prescription.
 - j) Children between 14 yrs to 16 yrs should be given prevocational guidance and counselling according to their interests.
 - k) The session time will be decided as per need and availability of time & resources. Slots may be allotted on first come first serve basis.



- l) Outreach team will mobilise the beneficiaries, conduct awareness activities and take follow-up action with the parents in regular services. Tour programmes, if needed may be submitted for approval and reports on field visit may be considered in review meeting.
- m) Newsletter, success stories, feedback of parents, monthly/periodical reports etc. should be maintained by the Co-ordinator, SIEP for its periodical review by the Deptt.

Standard Operating Procedure for Therapy Services

1. After registration of cases, assessment should be done by concerned therapist(s).
2. Therapy plan should be prepared for 15 days at first instance by concerned therapist.
3. Evaluation should be done by concerned therapist after 15 days of therapy. During evaluation improvement made should be recorded.
4. Extension of therapy service may be recommended by concerned therapist in time bound manner.
5. Every such extension should be of 15 days and should be followed by evaluation by the concerned therapist.
6. Therapy protocol should be followed during the therapy service.
7. Home based therapy and management should be demonstrated before parents at the time of discharge.
8. Once therapy services are completed the beneficiary should be discharged with a certificate for future medical reference, if needed.
9. Records and reports should be maintained properly for each cases.
10. Therapy units should be well maintained by the concerned therapists.

Standard Operating Procedure for Staffs of SIEP

1. Office timing for the staffs is 9.30 a.m. to 5.30 p.m. with lunch break from 1.00 p.m. to 2.00 p.m.
2. Attendants / sweepers should take care of the cleanliness of the rooms, toilets and surroundings.
3. Sensitive handling of CwD's is a must for all the staff.
4. Concerned staffs should be empathetic, cordial towards the children & parents/guardians.
5. Timing of the therapy units should be maintained & followed according to the given time table.
6. All staffs should be punctual & sincere in delivering targeted services in time.
7. They should maintain absolute devotion towards their duty at all times.
8. All staffs should maintain hygiene & cleanliness of the institute.
9. Eco-friendly atmosphere should be maintained in the institute.
10. Gifts in kind & cash should not be encouraged from parents/guardians of CwDs.
11. Uses of Mobile phones inside therapy and class rooms are prohibited.
12. Consumption of alcohol, drugs, tobacco, smoking etc. is strictly prohibited inside the campus.

13. Staffs should maintain cordial relationship among themselves for the positive and motivating atmosphere of delivery of welfare services.
14. All should maintain proper hygiene & sanitation and nobody are allowed inside the campus without masks as per existing Covid guidelines of social distance. Every staff must follow Covid protocols and maintain appropriate behaviour.
15. Review meeting must be conducted every Friday of the week by the Co-ordinator after service hours.
16. Each unit head must submit monthly report to the coordinator by 25th of every month.
17. One casual leave per month is allowed to staff. One should take leave with prior intimation and approval of the authority only. Leave without prior intimation & approval should be treated as Unauthorised Absents.
18. SIEP will be closed on Sundays and National Holidays. Other holiday list will be decided at the beginning of each year.



APPROVED MANPOWER LIST OF GANJAM SATELLITE CENTRE					
Administrative Unit					
Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Centre Coordinator	1: Centre	Post Graduate degree in Physical Medicine & Rehabilitation (PMR) or equivalent	1,00,000	1200000
2	Rehabilitation Coordinator	1: Centre	Candidate must have Master's Degree in Social Work/ Rehabilitation Science, Seven year experience in special education field, Preference will be given to those candidates who have experience to operate rehabilitation projects including CBR	45,000	540000
3	Programme Assistant	1: Unit	Graduation from recognized university from any stream with PGDCA, three years experience in related field	18,000	216000
TOTAL		3			19,56,000
Physio-Occupational Therapy Unit					
Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Physiotherapist	01:20	Degree in Bachelor in Physiotherapy from recognized university, Registration/ Practice License from appropriate body, Experience of two years in the same field	40000	480000
2	Occupational Therapist	01:20	Degree in Bachelor in Physiotherapy from recognized university, Registration/ Practice License from appropriate body, Experience of two years in the same field	40000	480000
3	PT/OT Assistant	01:20	Diploma/Certificate in Rehab. Therapy, Experience of two years in the same field, RCI registration	25000	300000
TOTAL		3			1260000
Audiology & Speech Therapy Unit					
Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Audiologist-cum- Speech Therapist	01:20	Degree in Bachelor in Audiology & Speech Language Pathology from recognized university, RCI Registration, Experience of two years in the same field	40000	480000
TOTAL		1			480000

Psychology Unit					
Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Clinical/ Rehab. Psychologist	01:20	M.Phil/Master degree in Clinical Psychology/ Rehabilitation Psychology from recognized university, RCI Registration , Experience of two years in the same field	40000	480000
TOTAL		1			480000
Soft Skill Unit					
Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Art Teacher	1: Centre	Graduation with Diploma in art/ drawing/ painting from any Government or recognized institution including SIDAC, Preference will be given to those candidates who have got training in more than one subject in the field, Experience of two years in field.	20000	240000
2	Craft Teacher	1: Centre	Graduation from any stream and a diploma in fashion designing, tailoring, beautician, craft work from any Government or recognized institution including SIDAC, Preferences will be given to those candidates who have more than one of above mentioned qualification , Experience in two years of field	20000	240000
3	Computer Teacher	1: Centre	B.Tech. in CSE/ECE or MCA, Experience in two years of field	25000	300000
4	Music Teacher	1: Centre	B.Music from any recognized university, Experience in two years of field	20000	240000
5	Physical Edn. Teacher	1: Centre	B.P.Ed./D.P.Ed. from any recognized university/institute, Experience in two years of field	20000	240000
6	Yoga Teacher	1: Centre	Degree/Diploma in Yoga from any recognized university/institute, Experience in two years of field	20000	240000
TOTAL		6			1500000
Outreach Unit					
Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Community Organizer	1: Centre	MSW/BSW, Experience of two years in the same field	25000	300000
TOTAL		1			300000
Children with ID Unit					

Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Special Educator	01:10	B.Ed./D.Ed. In ID with two years working experience in related field	25000	300000
2	Class Assistant	1: Unit	HSC with with two years working experience in related field	16000	192000
TOTAL		2			492000
Children with ASD Unit					
Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Special Educator	01:10	B.Ed./D.Ed. In ASD with two years working experience in related field	25000	300000
2	Class Assistant	1: Unit	HSC with with two years working experience in related field	16000	192000
TOTAL		2			492000
Children with CP Unit					
Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Special Educator	01:10	B.Ed./D.Ed. In CP with two years working experience in related field	25000	300000
2	Class Assistant	1: Unit	HSC with with two years working experience in related field	16000	192000
TOTAL		2			492000
Children with MD Unit					
Sl.	Designation	Ratio	Eligibility	Per person per month	Annual Requirement
1	Special Educator	01:10	B.Ed./D.Ed. In MD with two years working experience in related field	25000	300000
2	Class Assistant	1: Unit	HSC with with two years working experience in related field	16000	192000
TOTAL		2			492000
TOTAL		23			79,44,000

General Rules & Regulations for Hostel

- Residents are expected to display acceptable forms of behavior anywhere within the hostel compound and the Institute premises.
- Residents are responsible to maintain cleanliness in their room and bathroom
- Use of electrical appliances like heaters, hotplates, etc, in the hostel rooms is strictly prohibited.
- All AC, fans, light and electrical appliances must be switched off when not in use
- Placing of baggage/bags or unwanted items outside the room or anywhere in hostel except the allotted rooms is not allowed to avoid obstruction to other residents.
- Common Hostel furniture must not be moved from its existing position/place without the consent of the Hostel Authority.
- All the hostel materials issued to the parents of CwDs must be returned to the Hostel care taker before leave their rooms. They shall be responsible for any loss. The loss, if any, shall be made good from the defaulters.
- For drying clothes mothers should use the space along the rear side of building only.

Visitors

- No visitor shall be allowed to go Second floor
- Visitors can meet the Residents in ground floor only near reception counter with in the visiting hour
- Visiting hours for visitor: Monday to Sunday- 9.00 a.m. to 12.00 noon and 5 p.m. to 7 p.m.
- All visitors must register at the Security Counter of entrance and provide all detail for verification as requested by Security Guard.
- Visitors are not allowed to use the hostel facilities.
- Visitors are not permitted to stay overnight in the SIEP campus.

For the safety of all Residents

- Residents must return to the Hostel by 6.00 pm daily for their own safety.
- Visiting hours for Residents: Monday to Sunday- 5 p.m. to 6 p.m.
- Resident who needs to stay out after the stipulated time must take prior permission from the coordinator in with a written application. It is necessary to furnish the details like, their contact numbers, expected return time and their whereabouts during the allowed time.
- Residents are not allowed to go out after 6.00 p.m.
- Resident who wants to go to their home they must give prior written information and while leaving the hostel they must handover all hostel material and almirah keys to care taker.

Security

- Residents are responsible for all their personal belongings and valuable items like cell/mobile phone, laptop, computer, watches and money etc and should ensure that door and windows of their rooms are properly secured at all times. The Institute is not responsible for any loss of personal items.
- Residents are not permitted to change rooms or sleep anywhere other than in their allotted room without the consent of the Hostel Authority

The Institute reserves the Rights to revise the Rules & Regulations, Terms & Conditions from time to time and will keep the residents informed of any changes in the form of notices.

By Order –Coordinator, SIEP

ସାଧାରଣ ନିୟମ ଏବଂ ହଷ୍ଟେଲ ପାଇଁ ନିୟମାବଳୀ

- ହଷ୍ଟେଲ କମ୍ପାଉଣ୍ଡ ଏବଂ ଇନଷ୍ଟିଚ୍ୟୁଟ୍ ପରିସର ମଧ୍ୟରେ ଯେ କୌଣସି ସ୍ଥାନରେ ବାସିନ୍ଦାମାନେ ଉତ୍ତମ ଏବଂ ଗ୍ରହଣୀୟ ଆଚରଣ ପ୍ରଦର୍ଶନ କରିବେ ।
- ବାସିନ୍ଦାମାନେ ନିଜ କୋଠରୀ ଏବଂ ବାଥରୁମରେ ପରିଷ୍କାର ପରିଚ୍ଛନ୍ନତା ରଖିବେ ।
- ହଷ୍ଟେଲ କୋଠରୀରେ heater, induction ଇତ୍ୟାଦି ବିଦ୍ୟୁତ୍ତିକ ଉପକରଣ ବ୍ୟବହାର କରିବା ନିଷେଧ ।
- ବ୍ୟବହାର ନହେବା ସମୟରେ ସମସ୍ତ AC, Fan, Bulb ଇତ୍ୟାଦି ବିଦ୍ୟୁତ୍ତିକ ଉପକରଣଗୁଡ଼ିକ ବନ୍ଦ ହେବା ଜରୁରୀ
- କୋଠରୀ ବାହାରେ କିମ୍ବା ହଷ୍ଟେଲରେ ଯେକୌଣସି ସ୍ଥାନରେ ବ୍ୟାଗେଜ୍ / ବ୍ୟାଗ୍ କିମ୍ବା ଅବାଞ୍ଛିତ ଜିନିଷ ରଖିବା ଅନ୍ୟ ବାସିନ୍ଦାଙ୍କ ଉପରେ ବାଧା ସୃଷ୍ଟି କରିବାକୁ ଅନୁମତି ଦିଆଯିବ ନାହିଁ ।
- ସାଧାରଣ ହଷ୍ଟେଲ ଆସବାବପତ୍ର ଏହାର ସ୍ଥାନରୁ ସ୍ଥାନାନ୍ତରିତ କରିବା ନିଷେଧ ଅଟେ ।
- ପିଲାପିତାମାତାଙ୍କୁ ଦିଆଯାଇଥିବା ସମସ୍ତ ହଷ୍ଟେଲ ସାମଗ୍ରୀ ସେମାନଙ୍କ କୋଠରୀ ଛାଡ଼ିବା ପୂର୍ବରୁ ହଷ୍ଟେଲ କେୟାର ଟେକରକୁ ଫେରାଇ ଦିଆଯିବା ଆବଶ୍ୟକ ।
- ପିତାମାତାଙ୍କୁ ଦିଆଯାଇଥିବା ହଷ୍ଟେଲ ସାମଗ୍ରୀର ହଜିବା କିମ୍ବା କୌଣସି କ୍ଷତି ପାଇଁ ସେମାନେ ଦାୟୀ ରହିବେ
- ପୋଷାକ ଶୁଖାଇବା ପାଇଁ ମା ମାନେ କେବଳ ହଷ୍ଟେଲର ପଛ ପାର୍ଶ୍ୱରେ ଥିବା ସ୍ଥାନ ବ୍ୟବହାର କରିବେ ।

ପରିଦର୍ଶକ(Visitors)

- କୌଣସି ପରିଦର୍ଶକଙ୍କୁ ଦ୍ୱିତୀୟ ମହଲାକୁ ଯିବାକୁ ଦିଆଯିବ ନାହିଁ ।
- ପରିଦର୍ଶକମାନେ ଭ୍ରମଣ ଘଣ୍ଟାରେ କେବଳ ରିସେପ୍ସନ୍ କାଉଣ୍ଟର ନିକଟରେ ତଳ ମହଲାରେ ବାସିନ୍ଦାଙ୍କୁ ଭେଟି ପାରିବେ ।
- ପରିଦର୍ଶକଙ୍କ ପାଇଁ ଭ୍ରମଣ ସମୟ:
ସୋମବାର ରୁ ରବିବାର- ଦିନ ୯.୦୦ ରୁ ଦିନ ୧୨.୦୦ ଏବଂ ସନ୍ଧ୍ୟା ୫.୦୦ ରୁ ସନ୍ଧ୍ୟା ୭.୦୦

- ସମସ୍ତ ପରିଦର୍ଶକ ନିଶ୍ଚିତ ଭାବରେ ପ୍ରବେଶ ଦ୍ୱାରର ସୁରକ୍ଷା କାଉଣ୍ଟରରେ ପଞ୍ଜୀକୃତ ହେବା ଉଚିତ ଏବଂ ସୁରକ୍ଷା ଗାର୍ଡଙ୍କ ଅନୁରୋଧ ଅନୁଯାୟୀ ଯାଞ୍ଚ ପାଇଁ ସମସ୍ତ ବିବରଣୀ ପ୍ରଦାନ କରିବା ଆବଶ୍ୟକ ।
- ଭ୍ରମଣକାରୀଙ୍କୁ ହଷ୍ଟେଲ ସୁବିଧା ବ୍ୟବହାର କରିବାକୁ ଅନୁମତି ନାହିଁ ।
- ପରିଦର୍ଶକମାନଙ୍କୁ SIEP କ୍ୟାମ୍ପସରେ ରାତ୍ରିଯାପନ କରିବାକୁ ଅନୁମତି ନାହିଁ ।

ସମସ୍ତ ବାସିନ୍ଦାଙ୍କ ସୁରକ୍ଷା ପାଇଁ ।

- ନିଜ ନିଜ ସୁରକ୍ଷା ପାଇଁ ବାସିନ୍ଦାମାନେ ପ୍ରତିଦିନ ସନ୍ଧ୍ୟା ୭.୦୦ ସୁଦ୍ଧା ହଷ୍ଟେଲକୁ ଫେରିଯିବେ ।
- ହଷ୍ଟେଲ ବାସିନ୍ଦାଙ୍କ ପାଇଁ ଭ୍ରମଣ ସମୟ:
- ସୋମବାର ରୁ ରବିବାର- ସନ୍ଧ୍ୟା ୫.୦୦ ରୁ ସନ୍ଧ୍ୟା ୭.୦୦
- ବାସିନ୍ଦା ଯିଏ ନିର୍ଦ୍ଧାରିତ ସମୟ ପରେ ବାହାରେ ରହିବାକୁ ଆବଶ୍ୟକ କରନ୍ତି, ଏକ ଲିଖିତ ଆବେଦନ ସହିତ ସଂଯୋଜକଙ୍କ (Coordinator) ଠାରୁ ପୂର୍ବ ଅନୁମତି ନେବା ଆବଶ୍ୟକ । ସେମାନଙ୍କର ଯୋଗାଯୋଗ ନମ୍ବର, ଫେରିବା ସମୟ ଇତ୍ୟାଦି ସବିଶେଷ ତଥ୍ୟ ପ୍ରଦାନ କରିବା ଆବଶ୍ୟକ ।
- ସନ୍ଧ୍ୟା ୭.୦୦ ପରେ ବାସିନ୍ଦାଙ୍କୁ ବାହାରକୁ ଯିବାକୁ ଅନୁମତି ନାହିଁ ।
- ଯେଉଁ ବାସିନ୍ଦା ସେମାନଙ୍କ ଘରକୁ ଯିବାକୁ ଚାହାଁନ୍ତି ସେମାନେ ନିଶ୍ଚିତ ଭାବରେ ପୂର୍ବ ଲିଖିତ ସୂଚନା ଦେବା ଆବଶ୍ୟକ ଏବଂ ହଷ୍ଟେଲ ଛାଡ଼ିବା ସମୟରେ ସେମାନେ ସମସ୍ତ ହଷ୍ଟେଲ ସାମଗ୍ରୀ ଏବଂ ଆଲମିରା ଚାବି ଇତ୍ୟାଦି care taker ଙ୍କୁ ପ୍ରଦାନ କରିବେ ।
- ବାସିନ୍ଦାମାନେ ସେମାନଙ୍କର ସମସ୍ତ ବ୍ୟକ୍ତିଗତ ଜିନିଷ ଏବଂ ସେଲ୍ / ମୋବାଇଲ୍ ଫୋନ୍, ଲାପଟପ୍, କମ୍ପ୍ୟୁଟର, ଘଣ୍ଟା ଏବଂ ଟଙ୍କା ଇତ୍ୟାଦି ପାଇଁ ମୂଲ୍ୟବାନ ଜିନିଷ ପାଇଁ ଦାୟୀ ଅଟନ୍ତି ଏବଂ ବ୍ୟକ୍ତିଗତ ଜିନିଷର ହଜିବା କିମ୍ବା କୌଣସି କ୍ଷତି ପାଇଁ ଅନୁଷ୍ଠାନ ଦାୟୀ ନୁହେଁ ।
- ହଷ୍ଟେଲ କର୍ତ୍ତୃପକ୍ଷଙ୍କ ସହମତି ବିନା ଅଧିବାସୀମାନଙ୍କୁ ସେମାନଙ୍କ ଆବଶ୍ଯିତ କୋଠରୀ ବ୍ୟତୀତ ଅନ୍ୟ କୌଣସି କୋଠରୀ (Room) ବଦଳାଇବାକୁ କିମ୍ବା ଶୋଇବାକୁ ଅନୁମତି ନାହିଁ ।

ନିୟମ ସଂଶୋଧନ ପାଇଁ ଅନୁଷ୍ଠାନ ଅଧିକାର ସଂରକ୍ଷଣ କରେ ।

Menu Chart

SUNDAY

		CwD			Parent		
Sl. No.	Session	Items	Quantity	Calories for	Items	Quantity	Calories
1	Breakfast	Puri	2no.s (60 g)	200 cal	Puri	4no.s (120 g)	400 cal
		Aloodum	50 g	100 cal	Aloodum	100 g	200 cal
		Fruits	1 no.	40 cal	Fruits	1 no.	40 cal
		Oats/Corn flakes	30 g	100 cal	Tea	1cup	120cal
		Milk	250 ml	160 cal			
2	Lunch	Rice	50 g	175 cal	Rice	100 g	350cal
		Dal	30 g	100 cal	Dal	60 g	200 cal
		Egg Curry	2 no.	245 cal	Egg Curry	2 no.	245 cal
		Egg Curry	1no.	145 cal	Salad	½ cup	30 cal
		Salad	1 plate	30 cal			
3	Evening Snacks	Moori nuts		100 cal	Moori nuts		100 cal
		Boiled Egg	1 no	100 cal	Biscuits	4 pcs	100cal
		Biscuits	2 pcs	50 cal	Tea	1cup	120cal
4	Dinner	Rice	50 g	175 cal	Rice	100 g	350cal
		Roti	50 g	100 cal	Roti	100 g	200 cal
		Dal	30 g	100 cal	Dal	60 g	200 cal
		Kabuli Chana Curry	30 g	145 cal	Kabuli Chana Curry	60 g	290cal

Monday							
		CwD			Parent		
Sl. No.	Session	Items	Quantity	Calories for	Items	Quantity	Calories
1	Breakfast	Oats / Pancake	2 no.	250 cal	Oats Pancake	4 no.	500 cal
		Aloo Curry	1 cup	100 cal	Aloo Curry	100 g	200 cal
		Fruits	1 no.	40 cal	Fruits	1 no.	40 cal
		Oats	30 g	100 cal	Tea	1cup	120cal
		Corn flakes	25 g	100 cal			
		Milk	250 ml	160 cal			
2	Lunch	Rice	50 g	175 cal	Rice	100 g	350cal
		Dal	30 g	100 cal	Dal	60 g	200 cal
		Sabji	30 g	75 cal	Sabji	60 g	150cal
		Salad	1 plate	30 cal	Salad	½ cup	30 cal
3	Evening Snacks	Fried Iddli	2 no.	145 cal	Fried Iddli	4 no.	290cal
		Boiled Egg	1 no	100 cal	Biscuits	4 pcs	100 cal
		Biscuits	2 pcs	50 cal	Tea	1cup	120cal
4	Dinner	Khichdi	60 gm	200 cal	Khichdi	120 g	400 cal
		Mix Veg		75cal	Mix Veg	60g	150cal
		Roti	30 gm	100 cal	Roti	60 g	200 cal
		Dal/ Fried Dal	30 gm	100/145 cal	Dal/ Fried Dal	60 g	200/290 cal

Tuesday							
		CwD			Parent		
Sl. No.	Session	Items	Quantity	Calories for	Items	Quantity	Calories
1	Breakfast	Idli(2no.s)- 30g	2 no.s	100 cal	Idli(2no.s)- 30g	4 no.s	200 cal
		Matar Curry	30g	145 cal	Matar Curry	60g	290 cal
		Fruits	1 no.	100 cal	Fruits	1 no.	100 cal
		Oats	30 g	100 cal	Tea	1cup	120cal
		Corn flakes	25 g	100 cal			
		Milk	250 ml	160 cal			
2	Lunch	Rice	50 g	175 cal	Rice	100 g	350cal
		Dal	30 g	100 cal	Dal	60 g	200 cal
		Veg Curry	30 g	75 cal	Veg Curry	60 g	150cal
		Salad	30 g	30 cal	Salad	½ cup	30 cal
3	Evening Snacks	Muri+ Nuts		100 cal	Muri+ Nuts		100 cal
		Boiled Egg	1 no	100 cal	Biscuits	4 pcs	100 cal
		Biscuits	2 pcs	50 cal	Tea	1 cup	120 cal
4	Dinner	Rice	50 g	175 cal	Rice	100 g	350cal
		Roti	30g	100cal	Roti	60g	200cal
		Dal	30 g	100 cal	Dal	60 g	200 cal
		Veg Curry	30g	75cal	Veg Curry	60g	150cal

Wednesday							
		CwD			Parent		
Sl. No.	Session	Items	Quantity	Calories for	Items	Quantity	Calories
1	Breakfast	Dosa	2 no.	200 cal	Dosa	2 no.	200 cal
		Sambar	30 g	145 cal	Sambar	60 g	290 cal
		Fruits	1 no.	40 cal	Fruits	1 no.	40 cal
		Oats	30 g	100 cal	Tea	1 cup	120 cal
		Corn flakes	30 gm	100 cal			
		Milk	250 ml	160 cal			
2	Lunch	Rice	50 gm	175 cal	Rice	100 g	350cal
		Dal	30 gm	100 cal	Dal	60 g	200 cal
		Boiled Chicken/ Chicken Curry	100 gm	100/145 cal	Chicken Curry		145 cal
		Veg Curry	30g	75 cal	Veg Curry		75 cal
		Salad	½ cup	30 cal	Salad	½ cup	30 cal
3	Evening Snacks	Corn salad	30 gm	100 cal	Corn salad	60 g	200 cal
		Boiled Egg	1 no	100 cal	Biscuits	4 pcs	100 cal
		Biscuits	2 pcs	50 cal	Tea	1 cup	120 cal
4	Dinner	Rice	50 gm	175 cal	Rice	100 g	350 cal
		Roti	30 gm	100 cal	Roti	60 g	200 cal
		Fried Dal	30 gm	145 cal	Fried Dal	60 g	290 cal
		Veg Curry	30 gm	75cal	Veg Curry	60 g	150cal

THURSDAY							
		CwD			Parent		
Sl. No.	Session	Items	Quantity	Calories for	Items	Quantity	Calories
1	Breakfast	Poha Peanuts		250 cal	Poha Peanuts		250 cal
		Matar Curry	30 gm	145 cal	Matar Curry	60 g	290 cal
		Fruits	1 no.	40 cal	Fruits	1 no.	40 cal
		Oats	30 gm	100 cal	Tea	1 cup	120 cal
		Corn flakes	30 gm	100 cal			
		Milk	250 ml	160 cal			
2	Lunch	Rice	50 gm	175 cal	Rice	100 g	350 cal
		Dal	30 gm	100 cal	Dal	60 g	200 cal
		Soya Been Curry		75 cal	Soya Been Curry		75 cal
		Salad	½ cup	30 cal	Salad	½ cup	30 cal
3	Evening Snacks	Veg Cutlet	2 no.	150 cal	Veg Cutlet	4 no.	300 cal
		Boiled Egg	1 no	100 cal	Biscuits (Marie)	4 pcs	100 cal
		Biscuits (Marie)	2 pcs	50 cal	Tea	1 cup	120 cal
4	Dinner	Rice	50 gm	175 cal	Rice	100 g	350 cal
		Roti	30 gm	100 cal	Roti	60 g	200 cal
		Dal Fry	30 gm	145 cal	Dal Fry	60 g	290 cal
		Kabuli Chana Curry	30 gm	145cal	Kabuli Chana Curry	60 g	290cal

FRIDAY							
		CwD			Parent		
Sl. No.	Session	Items	Quantity	Calories for	Items	Quantity	Calories
1	Breakfast	Dosa	2 no.	250 cal	Dosa	2 no.	250 cal
		Sambar	1 bowl	145 cal	Sambar	1 bowl	145 cal
		Fruits	1 no.	40 cal	Fruits	1 no.	40 cal
		Oats / Corn Flakes	30 gm	100 cal	Tea	1 cup	120 cal
		Milk	250 ml	160 cal			
2	Lunch	Rice	50 gm	175 cal	Rice	100 g	350 cal
		Dal	30 gm	100 cal	Dal	60 g	200 cal
		Fish Curry	100 gm	145 cal	Fish Curry	200 g	290 cal
		Veg curry	30g	75 cal	Veg curry	60 g	150 cal
		Salad	½ cup	30 cal	Salad	½ cup	30 cal
3	Evening Snacks	Corn Salad	30 gm	100 cal	Corn Salad	60 gm	200 cal
		Boiled Egg	1 no	100 cal	Biscuits	4 pcs	100 cal
		Biscuits	2 pcs	50 cal	Tea	1 cup	120 cal
4	Dinner	Rice	50 gm	175 cal	Rice	50 gm	175 cal
		Roti	30 gm	100 cal	Roti	30 gm	100 cal
		Dal	30 gm	100cal	Dal	30 gm	100cal
		Veg Curry	30 gm	75 cal	Veg Curry	30 gm	75 cal

SATURDAY							
		CwD			Parent		
Sl. No.	Session	Items	Quantity	Calories for	Items	Quantity	Calories
1	Breakfast	Chakuli	2 no.	200 cal	Chakuli	4 no.	400 cal
		Matar Curry	30 gm	145 cal	Matar Curry	60 g	290cal
		Fruits	1 no.	40 cal	Fruits	1 no.	40 cal
		Oats	30 gm	100 cal	Tea	1 cup	120 cal
		Corn Flakes	30 gm	100 cal			
		Milk	250 ml	160 cal			
2	Lunch	Rice	50 gm	175 cal	Rice	100 g	350cal
		Dal	30 gm	100 cal	Dal	60 g	200 cal
		Veg curry	30g	75 cal	Veg curry	60g	150cal
		Salad	30g	30 cal	Salad	½ cup	30 cal
3	Evening Snacks	Oats Pancake	2 no.	250 cal	Oats Pancake	4 no.	500cal
		Buta Chutney		50 cal	Buta Chutney		50 cal
		Boiled Egg	1 no	100 cal	Biscuits	4 pcs	100 cal
		Biscuits	2 pcs	50 cal	Tea	1 cup	120 cal
4	Dinner	Rice	50 gm	175 cal	Rice	100 g	350cal
		Roti	30 gm	100 cal	Roti	60 g	200 cal
		Dal	30 gm	100 cal	Dal	60 g	200 cal
		Veg Curry	30 gm	75 cal	Veg Curry	60 g	150cal