

PROCEEDINGS OF THE COMMISSIONER OF SCHOOL EDUCATION & EX-OFFICIO PROJECT DIRECTOR, RMSA, IBRAHIMPATNAM, ANDHRA PRADESH
Present:: K Sandhya Rani, IPoS.,

Rc.No.1146/132.b/RMSA/2018

Dt.01.12.2018

Sub: RMSA – SE – Self Defence skills training School Programme for the year 2018-19- Implementation of activities in 13 Districts of all Govt., MPPUPs, ZPHS, KGBVs, Model Schools, Municipal, Social Welfare and Tribal Welfare Schools for the girl students of 8th, 9th class and 11th & 12th standards of Intermediate colleges – Schedule - orders Issued - Reg.

Read :- PAB Minutes of 2018-19 communicated by the MHRD, Govt. of India.
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All the District Educational Officers & Ex-Officio Project Coordinators of RMSA in the State are informed that the Department of School Education has decided to conduct "Self Defense training Programme for Girls students as a subject in schools for girl children of class 8th, 9th in Secondary Schools and 11th & 12th standards of Intermediate Colleges to empower their self-defensive mechanism through learning Martial Arts. The major aim of introducing Self Defense skill training Programme is not only to know various self protection techniques but also to attain physical fitness and sound mind. The programme will be implemented in all Govt. MPPUPs, ZPHS, KGBVs, Model Schools, Social welfare and Tribal welfare Schools of 13 Districts of Andhra Pradesh State for the girl students of class 8th, 9th and 11th & 12th standards of Intermediate colleges for the academic year 2018-19. 504169 girl students will be benefitted in 6367 Schools on implementation of the scheme in Government Schools of Andhra Pradesh which was approved by the Government of India during the academic year 2018-19.

I. OBJECTIVES:

1. Introduce Self defense skill training as a school subject in Physical and Health Education.
2. Create self defense abilities among girl students of class 8th, 9th and 11th & 12th standards of Intermediate colleges.
3. Understand the perspectives of self defense course among girl students as well as trainers.
4. Close monitoring and implementation of self defense course in all schools in the State.
5. Prepare training module and trainer package to train trainers and students.

II. IMPEMETING AGENCY: Commissioner of School Education, Andhra Pradesh has entered into Memorandum of Understanding (MoU) with the following Self defense Agencies to implement Self Defense Training Programme for the girl students of class 8th, 9th and 11th & 12th standards of Intermediate colleges in 13 Districts of Andhra Pradesh State during the academic year 2018-19. The details of agencies appointed and districts allotted as follows.

Si.No.	Name of The Agency	Name of the Districts proposed to allot
1.	New Andhra Pradesh Taekwondo Association	<p>1. Srikakulam - 450 2. Vizianagaram - 767 3. 352 KGBVs -352</p> <p>Visakhapatnam is priority District, but last year i.e., 2017-18 self defence programme done only 29%.</p>
2.	Bandi Institute of Martial Arts	<p>4. Visakhapatnam - 404 5. East Godavari - 624 6. West Godavari - 457 7. Krishna - 424 8. Chittoor (except Kuppam Constituency) - 595</p> <p>Srikakulam is priority District, but last year i.e., 2017-18 self defense programme done only 25%.</p> <p>West Godavari & East Godavari are another priority Districts and last 2017-18 year, East Godavari was 53% & West Godavari was 70%)</p>
3.	Rudramadevi Self Defense Sports & Cultural Foundation	<p>9. Prakasam - 409</p> <p>Last year i.e. 2017-18, the self defense programme done in Nellore was only 36%.</p>
4.	Sabala Karate Academy	<p>10. Guntur - 426 11. Nellore - 387</p> <p>Self defense programme was conducted in Guntur District last year with 80.77%</p>
5.	Wushu Association	<p>12. Ananthapur - 560 13. Kurnool - 507 14. Kadapa - 382</p> <p>The action plan proposed for the above 03 Districts is very clearly defined</p>
6.	Kenwa Shito – Ryo Karate Association, Kuppam, Chittoor Dist.	<p>15. Chittoor (Kuppam Constituency) - 73</p>

The programme will be implemented in the 13 Districts of all Govt. MPPUPs, ZPHS, KGBVs, Model Schools, Municipal, Social Welfare and Tribal Welfare Schools for the girl students of 8th, 9th and 11th & 12th Standards covering a total of 6367 schools and 504169 students.

III. SELF DEFENSE COURSE MODULE: The Module for Self defense course has been developed in the Year 2016-17. Further supplementary material has been included for the academic year 2017-18. The procedure followed for developing the module and distribution details are as follows.

1. Conducted workshop on brain storming session with the Professional Experts and School Education Department officials for identify the content and concepts of the self defense course module.
2. Conducted series (5 times) of workshops for finalize the module.
3. The module contains perspectives of self defense course theory and practices skills of Martial Arts.
4. Inspiring, promoting self-confidence articles.
5. Distribution of the Course Module is as follows.
 - a. 10 modules per School
 - b. 4 copies(02+02) to RJDs & 50 copies to each DEOs in two versions separately.
 - c. 500 copies to State office and State Core Group.
 - d. 650 copies to the State level Resource Group/ Trainer @ 50 copies per District.
 - e. A total of **67282** copies will be printed and distributed as above

IV. ACTION PLAN:- A detailed action plan for implementing the Self defence programme along with roles and responsibilities of all the stakeholders involved in the programme has been enclosed in Annexure -I

V. Fee:-

- a) No fees will be charged for the students for taking the training.

VI. Availability of funds: The selected Implementing Agencies will be provided with a total outlay of Rs. 595.35 lakhs for providing training to 493633 students of 6367 schools in 13 Districts. The amount will be paid as per the terms and conditions laid in MoU. The Scheme will receive 60% funds from Central Government & 40% funds from State Government as per the PAB 2018-19 for imparting Self defense scheme. This scheme will cease to exist if it is stopped by Central Government or if it decides not to fund the scheme & the State Government will not continue the scheme in the above case.

VII. Time Schedule: The programme will be operational for 3 months after commencement of programme in schools. The Principals shall allocate 2 hours per week for the Self defence Trainers to teach the course module covering both theory and practical. This allocated time of 2 hours will be divided into 2 times per week equally i.e. 1 hour per each specified day.

Therefor all the District Educational Officers & Ex-Officio Project Coordinators of RMSA in the State are requested to communicate the instructions in time to Head Masters/ Head Mistress of 6367 schools on implementation of Self Defense Training programme for the year 2018-19 and they shall ensure that commencement and implementation of the training programme as per the timeline given.

**K. Sandhya Rani,
Commissioner of School Education
& Ex-Officio Project Director, RMSA
A.P., Ibrahimpatnam, Amaravathi**

To

All The District Educational Officer & District Project Co-coordinators, RMSA in the State.

Copy to Head Masters/ Head Mistress of 6367 Schools through the DEO concerned.

Copy to the Director, SCERT.

Copy to the RJDs of SE, Kakinada, Guntur and Kadapa.

Copy to the Director, RMSA for information and necessary action

Copy to the Director, APMS for information and necessary action

Copy to the State Project Director, APSSA, Patamata, Vijayawada

Copy to Social Welfare, Tribal Welfare Depts for information and necessary action

Copy to all the five (6) Martial Arts Academies.

//t.c.attested.//


Asst. Director, RMSA



Annexure – I

Action Plan

I. Time Schedule

S.No.	Activity	Date & schedule
2.	Submission of School wise, Day wise, Instructors wise Action Plan	10-12-2018
3.	Commencement of Training in Schools	12.12.2018 onwards
4.	School level training	12.12.2018 to 20.04.2019

II. TRAININGS:

1. STATE LEVEL CORE GROUP:

For effective implementation of self defense training course of girl students, it requires to conduct training programmes at different levels i.e., state level core group training, state level resource group training and school level trainings.

A core group of 10 members, six from professionals and 4 from officials will be trained at the first level of trainings. They will decide standard training package, time table and training strategies and implementation procedures. This will be a 1 day training programme.

PARTICIPANTS: State level Core Team consists of the following members

1. Sri. P. Prabhakara Rao, Director, RMSA
2. Sri. D.Madhusudhan Rao, Director, SCERT
3. Sri. M.N.V. Srinivasa Rao, Asst. Director, RMSA
4. Smt. P. Geetha, Equity Consultant, TSG
5. Smt. P. Anuradha, TSG Consultant
6. Representative from Bandi Institute of Marshal Arts.
7. Representative from New Andhra Pradesh Taekwondo Association.
8. Representative from Rudramadevi Self Defence Academy.
9. Representative from Sabala Karate Academy.
10. Representative from Wushu Association.
11. Representative from Kenwa Shito Ryo Association.

Tentative training schedule: 12th December 2018 to 20th April 2019

Agenda & Budget : Enclosed in Annexure – II

2. STATE LEVEL RESOURCE GROUP TRAINING:

- State Level Resource Group @ 50 per a district and a total of 650 for 13 districts will be employed with the support of 6 Martial Arts Academies.
- This State Level Resource Group will be trained at State Level for one day.
- The 650 State Level Resource Group Members will be trained by State Core Group Members.
- The State Level Resource Group will be given region-wise trainings for 1 day each at Region Head Quarters.
- The Dy .E.Os of RMSA, GCDOS of all the Districts will be involved in the training.
- The trainings will be conducted by following prescribed self defense course module.

Agenda & Budget : Enclosed in Annexure-III

3. Orientation of District Level Core GROUP & Other Department Officials:

- District Educational officers of 13 Districts will be oriented at State Level by conducting a meeting.
- The Social Welfare, Tribal Welfare and Municipal Department State representatives will be oriented during the training.
- It is a 1 day orientation programme.
- The orientation training is for 1 day at State Head Quarters.

Agenda & Budget : Enclosed in Annexure-IV

4. SCHOOL LEVEL TRAINING:

- Self defense course for girl student's programme is going to be implemented in all the 13 districts of Andhra Pradesh.
- All girl students of class 8th and 9th of Government MPPUPs, ZPHS, KGBVs, Model Schools, Municipal, Social Welfare and Tribal Welfare Schools will be trained.
- Each Trainer will train the girl students in 4 schools per day. The total course will be completed in 3 months. During school level training PET of the respective school is also to undergo training of Self Defense Course.
- Weekly 2 periods each of 1 hour duration will be allotted per school level training.

Tentative training schedule: 12th December 2018 to 20th April 2019

III. TRAINING CONTENT:

The content, concepts and methodology mentioned in the Self defense course module is to follow strictly for State level, School level training programmes

The major content in the training programme are

- Perspectives of self defense course
- Need and importance of self defense course
- Motivation towards girl child empowerment.
- Understanding the need of acquiring competency towards self defense course
- Martial Arts Techniques
- Physical Practice
- Self-Assessment
- Monitoring

IV. ROLES & RESPONSIBILITIES:

A. Role of State Level Core Committee:

- State Level Core Committee (SLC) will be responsible to design curriculum of the programme within a stipulated timeline communicated by CSE. All Trainers in the State have to follow the same curriculum and timeline.
- TOTs is also the responsibility of SLC Committee.
- The Committee shall involve academies and local Martial arts associations to implement programme in all schools of the state effectively
- The SLC Committee instructs every school to get attendance certificate from the Head Masters concerned and submitted to the officers concerned at District and State level.
- State Level Core Committee will monitor a 10% of sample schools in each district every month.
- SLC Committee will prepare a format for attendance of self defense course trainer and circulate the same to the districts and also direct the DEOs concerned to consolidate the trainers attendance after completion of every 10 sessions of self defense course and submit to the State.

B. Role of RJDs/DEOs/DPOs/Dy.DEOs/MEOs:

- All RJDs/DEOs/DPOs have to be adhere to the timeline communicated by the CSE office. Bestow their personal interest on this programme to attain the objectives.
- To issue instructions to all Dy.DEOs, MEOs,Head Masters/Principals/Special Officers of KGBV concerned on self defense training.
- All schools where self defense training is provided shall be visited by RJDs (10% of schools) /DEOs (30 % of schools) /DPO (30%of Schools) Dy.DEOs (60 % of schools) /MEOs (100% of schools) and submit report through Kaizala application along with relevant pictures.
- GCDO of the concerned District shall visit all the schools including KGBVs and also taking responsibility for smooth functioning of the programme.

- DEOs will circulate the prescribed format to MEOs for attendance of self defense course trainers and direct the MEOs concerned to send the Mandal level consolidated trainers attendance after completion of every 10 sessions of self defense course and to consolidate at district level and same is to be submitted to the State.
- MEO will circulate the designed formats for self defense course trainers attendance to the schools and receive attendance of self defense course trainers ,from the concern Head Masters/Principals/Special Officers of KGBV, after completion of every 10 sessions to consolidate at Mandal level and same to submit to the DEO.
- If it happens to be a holiday (for different reasons) in any allocated day, Head Masters/Principals/Special Officers of KGBV should inform to the concerned Trainer in advance as well as O/o DEO and O/o RMSA and the same is to be conducted on any convenient day to avoid continuity.
- Issue instructions to the Head Masters/Principals/Special Officers that PETs of the schools concerned must present during self defense training and he/she will act as co-trainer to the entire programme.
- The PET shall continue to give same training to other class girls along with 8th , 9th and Intermediate Students After self defense training sessions
- Necessary co-operation and support shall be given to the Martial Arts Academies/Trainers in each school.
- After successful completion of the training in a calendar month, the consolidated report shall be submitted to the Director, RMSA.

C. Role of Head Masters/Principals/Special Officers of KGBV:

- All Head Masters/Principals/Special Officers of KGBV to adhere to the timeline communicated by the CSE office & DEOs/DPO office concerned from time to time. Bestow their personal interest on this programme for success.
- Head Masters/Principals/Special Officers shall provide/allocate training sessions to the Self Defense Training Trainers in scheduled time and dates and see that to be followed without deviation.
- Head Masters/Principals/Special Officers have to adjust and allot stipulated time to Trainers before start of each session.
- Arrange/facilitate the training keeping in view of the future sustenance of the training.
- Necessary co-operation and support shall be given to the martial arts academies/Trainers in each school.
- If it happens to be a holiday (for different reasons) in any allocated day, Head masters/Principals/Special Officers of KGBVs should inform to the concerned Trainer at the earliest as well as O/o DEO and O/o RMSA and rearrange the same on a convenient day.
- Head masters/Principals/Special Officers of KGBVs should submit the attendance relating to trainers of self defense course, after completion of

every 10 sessions of training and also after successful completion of the training in each calendar month to the MEO office.

- Head Masters/Principals/Special Officers of KGBVs shall provide separate dress changing room for the Trainers.
- He/ She have to maintain and monitor separate attendance register with day wise participant's and updated session wise.
- He/ She have to co-ordinate & co-operate with the Self Defense Trainer allotted to their school.
- He/ She will take necessary steps to motive girl students.
- Head Masters/Principals/Special Officers should Co-ordinate with other Staff for effective and smooth functioning of the training.
- Time to time, the Head Masters/Principals/Special Officers should intimate the progress of Training programme to SMDC.
- Head Masters/Principals/Special Officers have to take necessary steps to ensure full attendance of Girls for the training.
- He/ She has to inform all the students about the Regional, District and State level championship competitions to be conducted after completion of training.

D. Role of the Physical Education Teacher (PET):

- PETs of the concern schools must present during self defense training and he/she will act as co-trainer.
- After self defense training classes, PET shall continue to give same training to the other class girls along with 8th, 9th and Intermediate.
- The PETS should involve in the Training. Further PETs act as Master Trainer of self defense skills for future generation.
- PETs are also responsible for timely assembling of the 8th,9th class and Intermediate girl students for self defense sessions & maintain discipline and time, class management during the sessions.

E. Role of SCERT:

- Support to Professional Group to develop comprehensive self defense course Curriculum.
- Support to Professional Group in the development of Self defense course hand book.
- Participate in self defense course training programmes.

F. Role of Martial Arts Academies and Trainers:

- Academies shall inform the day & date-wise list of Trainers and institutions who are attending to the schools well in advance before starting of the programme in schools concerned to District & State level officers i.e. on or before 10th December 2018.

- A total of 30 sessions should be covered in 90 days after commencing the course in schools and the duration of each session will be 1 hour.
- Each Instructor should cover 12 Schools for giving Self defense training to students during the academic year 2018-19. The time table and further plan of action to be followed will be provided after allotment of Schools.
- Punctuality shall be maintained by the Trainers in all sessions. If he/she comes 30 minutes late to class, the particular class will not be calculated. They have to compensate the particular session on other covering day by taking prior permission from the authorities concerned.
- If any Trainer's behavior is not appreciable as duly reported to the DEO by the concern Head Master/Principal/Special Officer of KGBV, he/she will be terminated immediately without any further communication and replaced by a good suitable person immediately.
- Appropriate dress code shall be followed in school premises by the Trainer.
- She/he shall not collect any amount from students, parents or teachers for self defense training. Trainers shall not induce in any form that, the students to join in their academy.
- The Academy should maintain daily attendance and submit at the end of the calendar month and also at the end of the entire programme.
- The Academy should deploy 2 persons to each District to supervise and monitor the implementation of the programme.
- If any adverse thing happens from academy side, the Academy will be put under blacklist and as well as impose punishment as per the law.
- The technical terminology during the session should be explained in the local language.

G. MONITORING BY RMSA:

All the Monitoring officers of the State and District will monitor schools with prescribed monitoring format and same is to be submitted to RMSA.

H. MONITORING BY THE SELF DEFENSE AGENCY:

- Close monitoring is very essential for the success of the self defense training programme.
- Monitoring mechanism at State level and District level of School Education Department.
- Representatives from Self Defense Academies (of their allotted Schools) and School Education Department Officials will monitor the conduct of self defense training.
- One Regional-In-Charge, 2 Supervisors and One District-In-Charge from self defense agency and District Educational Officer, RMSA, SSA, Municipal, Social Welfare and Tribal Welfare Officials will monitor the training programme at district level.

1. **Trainers:** Trainers should take training classes in the allotted schools and allotted timings. Trainers should take the signatures from HM and PET's or concern authorities specified by the education department. Trainers should report to in charge masters and Supervisors.
2. **In charge Masters:** To observe and supervise running the training classes as per schedule and sort out any minor problems in conducting the training classes and report to concerned Regional-In-Charge Master. If necessary directly report to Heads of Martial Arts Academy.
3. **Supervisors:** The Self defense Academy will appoint 2 Supervisors in each District. Each Supervisor to visit daily 10 to 20 schools and collect the reports from concern school authorities and trainers. Co-ordinate with the students and take the feed back in front of PET's or concern authorities. The supervisors directly report to of Martial Arts Academy.
4. **Regional In Charge Masters:** To look out smooth running the training classes in their concerned region and sort out any problem regarding the training classes and depute the masters in absence of regular trainers. They co-ordinate with in-charge masters and trainers and directly contact and report to the Heads of Martial Arts Academy.
5. **Heads of Martial Arts Academy:** To collect the reports from Supervisors, In-Charge Masters and visit the schools and meet the HM's and PET's and Students. To look out overall smooth running the training classes

Annexure-II

Time Schedule for ToT (Table-I)_ :-

S.No.	Activity	Date & schedule
1.	Submission of School wise, Day wise, Instructors wise Action Plan	10-12-2018
2.	Commencement of Training in Schools	12.12.2018 onwards
3.	School level training	12.12.2018 to 20.04.2018

