

Punjab Education Development Board

Guidelines / Instructions for the establishment of Adarsh Schools in the State of Punjab under the Public Private Partnership mode.- 2012

A) Adarsh School in every Block:-

With a view to improve the quality and the level of the School Education in the rural in general and specialty to provide top quality free education to “Poor and intelligent” student hailing from the respective rural areas, Adarsh Schools from pre-Nursery to 10+2 classes should be opened in all the Community Development Blocks in the State.

B) Provision of Land for Adarsh Schools:-

10 to 15 acres of land, having a clear title, free from litigation and encumbrances, will be made available for setting up a Adarash School, subject to its availability. The land should be situated either on the main highway/road, preferably in the centrally located village, so that the school may be able to serve the maximum area and population, in an efficient and effective way. As it would be essentially the responsibility of the State Government to provide land for his purpose, land belonging to or vested in the Gram Panchayts, Panchayat Samitis and Zila Parishads or other local bodies of authorities should be used for his purpose. After the identification of land and finalization of the location, the same shall be transferred free of cost to the Punjab Education Development Board (hereinafter the Board) the statutory Board constituted under the Punjab Education Development Act, 1988 which is headed by the Hon’ble Chief Minister. The Member Secretary, Punjab Education Development Board contained in The Board shall further lease out these lands to identified private partners for 99 year on token lease money. Agreement /Lease Deed shall be signed by Member Secretary of the Board of the scheme.

C) Infrastructure:-

To provide uniformity and also a high level of standard the syllabi, the staffing pattern, the qualifications of teachers and other parameters, the CBSE system, being the optimal one, should be adopted. To provide Adarsh Schools a separate and unique identity, the colour scheme of all the school buildings, uniforms and flags should be the same. The design and style of buildings, laboratories and other infrastructure should also be

broadly similar in pattern, keeping in view, of course, the shape of the land and other local constraints.

Private Partners are at liberty to decide the exterior finish (snowcem, exposed brick etc) and the colour scheme as also the internal layout of the school.

D) Management Framework:-

There should be two-tier management system to govern all the Adarsh Schools in the State. At the State level, the over—arching body shall be the aforementioned Punjab Education Development Board, established under the Punjab Education Development Act, 1988.

- i) Adarsh Schools can be established either by the Board itself or stand-alone basis or in partnership with reputed private players.
- ii) That the Board shall be competent to accept gift or donation of land from Panchayati Raj Institutions (PRIs).Local Bodies , Corporations, Departments etc. and even from private individuals and parties, including NRIs and NGOs, for the establishment of Adarsh Schools and would be competent to lease out the same to the selected Private Partners; that the composition of the Board will have an equal number of members from the State Government on the one side and from the Private Partners & Educationists on the other side (to be appointed, however, by the State Government).
- iii) That the cost of establishing and operation of the Adarsh Schools shall be the first charge on the Punjab Education Development Fund and that an Adarsh Schools corpus shall be created out of the balance resources in the Fund.
- iv) The nomenclature of the Adarsh School shall be Government followed by the name of the Private Partner then the name of place.
- v) If the response from the Private Partners for the establishment of Adarsh School by the PEDB does not come to the desired extent, alternative proposal such as Allocation of Adarsh Schools to the bodies like Punjab School Education Board or reputed Trusts may also be like allowed to be considered by providing them lump-sum Capital Cost to the extent of 100% or Rs. 3.00 Crores whichever is less and operational cost of Rs. 75.00 Lacs per annum per School, other things such as no fees from the students, Land on Lease etc remaining the same.

E) The School Level Management:

The School Level Management will be effectively with the private partner, which shall be free to form a separate Trust or a Society, registered under Societies Registration Act, 1860, for this purpose, although there shall be no objection to them using their existing entities to run an Adarsh Schools. The authority as well as the consequential responsibility at the operational level to run the Adarsh Schools shall effectively vest with the private partner. However, the PPP agreement shall clearly enumerate the level of measurable standards expected to be achieved by the Private management and also provide that the assets of the School, including land, building and equipment etc., shall be liable to be taken over by the Board, in case of persistent default, pecuniary or otherwise, by the private partner.

F) Financial Arrangements:-

i) The capital cost of 2000 students Adarsh School, estimated to be 7.50 crore rupees, shall be met on 50:50 basis by the Punjab Education Development Board and Private partner. However, the Board's contribution, per school, shall be a maximum of 3.75 crore rupees or 50% whichever is less. The capital cost beyond 7.50 crore rupees will be borne wholly by the Private Partner.

ii) The Private Partner will first spend a sum of Rs. 50.00 lacs on Capital Cost thereafter a sum of Rs. 25.00 lacs (1/2 share) will be released by the Board. Further expenditure on this account shall be shared by the Board on the same lines.

iii) The Punjab Education Development Board on demand of the Private Partner will give an amount of Rs.50.00 lacs as an advance against Bank Guarantee of 12 months for setting up an Adrash School on the land given for the same and the Private Partner after contributing their matching share will open an separate Account from which the expenditure for the construction of the building will be made. The Board will recoup its share of expenditure made by the Private Partner from time to time. Similarly Private Partner will also deposit the same amount in the said Account . The advance given by the Board will be adjusted against the expenditure made within a period of 12 months. In case this does not happen, the Board will have the right to en-cash the Bank Guarantee.

(iv) The Board will immediately release 95% of the bill as submitted by the Private Partner in respect of the Capital Cost. The adjustment of the excess / shortfall will be made in the succeeding months' bills after complete scrutiny/ verification.

Capital Costs Components

(All those fixed Assets whose benefits will be available for more time than the Financial year are to be covered under the Capital Cost)

- a) Infrastructure - architect fees, project management consultant costs, site development, building construction contractors costs, electrical fittings and fixtures, sewage and plumbing, fire fighting equipment, wood works internal area development costs and plant and machinery like generators etc.
- b) Equipping costs_ furniture, lab equipment, computers, electrical and electronic items, coolers library sports equipment, play ground equipment, kitchen items school boards, branding items, musical instruments, art equipment, medical room items etc.
- c) The purchase of Buses for Transport and purchase of Generator for the School will be covered under the Capital Cost.

G) Sharing of operational cost of about 2000 students :

i) The operational cost of an Adarsh Schools with upto 2000 students with a cap of Rs. 1600 per student shall be shared on 70:30 basis between the Board and the Private Partner, depending upon the level of facilities that the Board and the private partner may mutually agree to provide. The same shall be shared on 70:30 basis between the Board and private partner. The expenditure on the students exceeding 2000 shall be borne by the Private Partner itself. The entire responsibility for the operation of the schools for that of the Private Partner as the Board is a **non performing party**.

ii) The decision regarding salaries to be paid to the Principal and the Teachers will be taken by the Private Partners but the Board will reimburse its share only up-to the fixed Cap limit of the Operational Cost.

iii) Keeping in view the rising prices, there will be an increase of 5% every year in the fixed limit expenditure of Rs.1600/- per student for each month and after 2 years this limit will be reviewed keeping in view the Inflationary Index and necessary adjustments will be made.

iv) Board will immediately release 95% of the bill submitted by the Private Partner in respect of the Operational Cost. The adjustment of the excess / shortfall will be made in the succeeding months' Bills after complete scrutiny / verification.

Operational Cost Components

(All those expenditures the benefit of which will be available only during the Financial Year are to be termed as Operational Expenditure.)

- a) Academic Staff Salaries - Principal and Teachers
- b) Admin Staff Salaries - Admin Officer, Accountant, Security Staff, Safai Karmachari, Gardener, Maid
- c) School Admin costs - electricity, internet charges, cleaning material, teacher conveyance, staff welfare, Newspaper and magazines, printing and courier, generator fuel etc.
- d) Annual Maintenance expenses.
- e) Student Related costs (for all children)
 - i. Uniforms
 - ii. Text Books
 - iii. Stationery
 - iv. Mid Day Meal (upto class - VIII)
 - v. First aid / MI Room
 - vi. Transportation costs (also for teacher)
- f) School consumables - stationery teacher, TLM costs, sports supplies, library books, periodicals, examination costs etc.
- g) Campaigns, Community service, events, competitions and activities
- h) Operational cost of buses for Transport and purchase of Generator for the School will be covered under the Capital Cost.

H) The selection of Students:-

- i) The selection of Students shall be through fair and transparent criteria and the basic eligibility conditions as regards income and residence etc. shall be rigorously verified by the concerned Deputy Commissioner. A minimum percentage, to be determined by the Board, shall be reserved for girl students for the purposes of admission to the Adarsh Schools.
- ii) 25% of seats will be reserved for the children of village on the land of which Adarsh School is commissioned. But in case the seats remains vacant, the same will be filled up from other villages

I) The Fee For the Students :-

No fee or fund etc. Whatsoever, will be charged from the Students of any Adarsh Schools established by the board, free education will be provide to them. If the board does not fulfills its commitment as per the Lease Deed then the Private Partner can charge fees from the students but before taking decision to charge fee, the private partner shall submit a detailed account of expenditure to the Board and charge only that fee which is fixed by the Board.

J) Financial sources:-

The financial share of the State Government/Board, whether capital or operational, shall be arranged by the State Finance Department and the Planning Department from appropriate sources, including ordinary non-plan and plan State budgetary provisions, State Plan, Additional Central Assistance from the Government of India/Planning Commission of India, or from lending or donor institutions, whether domestic or institutional.

K) Staff for Adarsh Schools:

The staffing pattern, the qualifications of teachers and other parameters, the CBSE system, being the optimal one, should be adopted.

L) The eligibility criteria:-

The criteria for Business Groups/Individuals and Educational Groups is as under:-

For Business Group:

The Business Group/Individual must have a minimum net worth of Rs. 25.00 Crores. This will also include the worth of Charitable Funds, trusts etc., which are run by the Business Group/Individual as the case may be and which separately resolve to support the Adarsh Schools Project.

For the Educational groups:

The group must have 5 years experience/involvement in the Educational Institutions. Second, the group must be running at least 2 Educational Institutions (Colleges or Schools) with proper affiliation, with not less than 2000 students for the last 3 years. Charitable Institutions run by these groups would also be counted towards while calculating the numbers of institutions and the numbers of students. And finally the group must have net worth of at least Rs. 5.00 crore.

These criteria shall be applicable for a maximum of five schools and thereafter these financial requirements shall be scaled up proportionately in slabs of Rs. 25.00 & 5.00 crore respectively, as the case may be.

M) Affiliation:

The school would be required to obtain necessary affiliation with the CBSE and any other permission that might be required from any competent authority.

N) Performance Review:

Punjab Education Development Board would review the working of the Adarsh School once a year and the findings of such a Review, factually substantiated and duly reasoned, shall be communicated to the School Management for course corrections, if any. The decision of the Chairman, Punjab Education Development Board thereon shall be final.

O) Any Other Issue :

Any other issue, which is beyond the scope of local management or which the Board may decide from time to time.
