GOVERNMENT OF ODISHA
Sch. Castes & Sch. Tribes Research and Training Institute (SCSTRTI)
CRPF Square, Bhubaneswar-751 003,
Telephone No- 0674-2563649/Fax No.-0674-2561635
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Letter No. 665 Date 10/3/21

From
Prof. (Dr.) A. B. Ota, IAS (Retd)
Advisor-cum-Director & Spl. Secretary, SCSTRTI, Bhubaneswar

To
All DWOs

Sub: - Resource and Communication Materials on Life Skills Education

Madam/Sir,

With reference to the above-mentioned subject, the Directorate of SCSTRTI is providing need based resource and communication materials (IEC Tools) on life skills education to residential schools under the SSD Department across 30 districts of the state. These resource materials shall be given to Ashram School, High Schools, EMRS and Educational Complex. The IEC tools includes Life skills manual for Teachers (upper primary and secondary schools), Counselling manual for Matrons, School health register for ANMs and wide range of interactive and self-learning materials for students. The LSE self learning materials for students includes Work Book on adolescent health, FAQ on adolescent health, Peer educator reference manual, Comics on adolescent health and nutrition, Thematic posters for schools on life skills and Videos documentary on adolescent health, nutrition and wellbeing. This Directorate is supplying enlisted materials as per **Annexure-I** to the district headquarters and provision have been made @ Rs. 250 per school for supply of these materials from District Hq to schools. The District Welfare Officers are requested to ensure supply of these IEC tools to schools with budget approved for districts as per **Annexure-II.** Funds allocation for transport of IEC materials to schools may be modified based on distance and location of schools without exceeding the earmarked budget. Earlier in 2019 and 2020 Life Skills IEC tools have been supplied to schools, which is presented in **Annexure –III**, for favour of your reference and needful.

You are requested to look into the matter and ensure early supply of these IEC tools to schools and further WEOs may be instructed to monitor utilization of these IEC tools in schools as per guidance given in **Annexure -IV**.

Yours faithfully

10.3.21

Advisor-cum-Director & Spl. Secretary

Memo No 666 **Date** 10/3/21

Copy submitted to Director (ST), ST and SC Development Department for favour of kind information

10.3.21

Advisor-cum-Director & Spl. Secretary

Memo No 667 **Date** 10/3/21

Copy submitted to State Programme Coordinator UNFPA for favour of information and acknowledgment for receipt of Life Skills Education IEC tools as listed in **Annexure I and III.**

10.3.21

Advisor-cum-Director & Spl. Secretary

Memo No 668 **Date** 10/3/21

Copy to St. Consultant School Monitoring Cell, ST and SC Development Department for favour of information and requested to guide the schools for effective use of the Life Skills IEC tools as it is one important component under Mission Suvidya.

10.3.21

Advisor-cum-Director & Spl. Secretary

Memo No 669 **Date** 10/3/21

Copy to All WEOs for information and requested to guide the schools to use these Life Skills IEC tools as per detail guideline issued in **Annexure –IV.**

10.3.21

Advisor-cum-Director & Spl. Secretary

School Wise Distribution of IEC Materials under LSE Programme(Annexure-I)

Life Skills Education Programme-2021

					I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
Sl. No	Name of the District	No of AS	No of HS, EMRS and EC	Total No of AS, HS, EMRS and EC	FAQ (Per HS-4 & AS-2)	Session Calendar LSE (Per school 1)	School Health Register (3 registers per ANM)	Secondary Grade Teachers Manual (Per HS 2)	Primary grade teachers manual (Per AS 1)	Comics	Workbook (Min 200 per school or no of Students from 6th grade	LSE Posters (Per school 1 set)	Poster (old)	Counselling manual for Matrons	Vedeo Doc on LSE in Pendrive	Reporting Format - LSE prog
1	Angul			19	48	19	6	10	14	19	3800	19		31	19	19
2	Balasore			23	54	23	12	8	19	23	4600	23		37	23	23
3	Baragarh			30	68	30	21	8	26	30	6000	30		36	30	30
4	Bhadrak			3	8	3	0	2	2	3	600	3		3	3	3
5	Bolangir			26	66	26	3	14	19	15	2000	26		32	16	26
6	Boudh			10	26	10	6	6	7	10	2000	10		11	10	10
7	Cuttack			16	36	16	3	4	14	16	3200	16		12	16	16
8	Deogarh			8	20	8	0	4	6	8	1600	8		13	8	8
9	Dhenkanal			18	44	18	0	8	14	15	3600	18		34	18	18
10	Gajapati			51										47		0
11	Ganjam			19	42	19	24	4	17	19	3800	19		40	19	19
12	Jagatsinghpur			3	8	3	0	2	2	3	600	3		4	3	3
13	Jajpur			27	66	27	0	12	21	27	5400	27		32	27	27
14	Jharsuguda			30	66	30	15	6	27	20	6000	30		26	30	30
15	Kalahandi			43	122	43	18	36	25	20	2000	43		56	15	43
16	Kandhamal			92										75		0
17	Kendrapara			2	4	2	0	0	2	2	400	2		10	2	2
18	Keonjhar			86										130		0
19	Khorda			17	38	17	0	4	15	17	3400	17		22	17	17
20	Koraput			87										72		0
21	Malkangiri			74	192	74	51	44	52	20	3000	74		60	20	74
22	Mayurbhanj			147	384	147	42	90	102	70	2000	147	100 bags	314	89	147
23	Nabarangpur			52	162	52	57	58	23	20	3000	52		135	42	52
24	Nayagarh			55	118	55	0	8	51	55	11000	55		16	55	55
25	Nuapada			26	64	26	15	12	20	15	0	26		40	26	26
26	Puri			5	12	5	0	2	4	5	1000	5		2	5	5
27	Rayagada			79										103		0
28	Sambalpur			33	88	33	21	22	22	15	0	33		45	33	33
29	Subarnaur			9	20	9	0	2	8	9	1800	9		13	9	9
30	Sundergarh			60	198	60	12	78	21	35	0	60		157	60	60
TOTAL				**1150**	**1954**	**755**	**306**	**444**	**533**	**491**	**70800**	**755**	**100 bags**	**1608**	**595**	**755**

Annexure -II

Funds to be placed to Districts for Supply of Life Skills IEC Tools to Schools

Sl. No	Name of the District	Total No of AS, HS, EMRS and EC	Funds approved for the District for supply of IEC tools to Schools (Rs.)
1	Angul	19	4750
2	Balasore	23	5750
3	Baragarh	30	7500
4	Bhadrak	3	750
5	Bolangir	26	6500
6	Boudh	10	2500
7	Cuttack	16	4000
8	Deogarh	8	2000
9	Dhenkanal	18	4500
10	Ganjam	19	4750
11	Jagatsinghpur	3	750
12	Jajpur	27	6750
13	Jharsuguda	30	7500
14	Kalahandi	43	10750
15	Kendrapara	2	500
16	Khorda	17	4250
17	Malkangiri	74	18500
18	Mayurbhanj	147	36750
19	Nabarangpur	52	13000
20	Nayagarh	55	13750
21	Nuapada	26	6500
22	Puri	5	1250
23	Sambalpur	33	8250
24	Subarnaur	9	2250
25	Sundergarh	60	15000
TOTAL			188750

10-3-21

Advisor-cum-Director and Spl. Secretary, SCSTRTI

ANNEXURE - III

IEC MATERIALS PROVIDED TO SCHOOLS UNDER LIFE SKILLS EDUCATION PROGRAMME (2018 to 2020)

Programme Management Unit - Life Skills Education Programme, SCSTRTI

Sl No	District Name	Session Calender	School Reporting Format	FAQ	Comics book (each 50 set)	Pen Drive	School Health Register	Work Book	Thematic Chart (each set 6)	Teachers Manual (primary)	Teachers Manual (secondary)	Matron counselling Manual	TV Set
1	Angul		6	44									
2	Balasore		20	54									
3	Bargarh		25	66									
4	Bhadrak		3	8									
5	Bolangir		30	38	42	10		8348	42				
6	Boudh		10	24									
7	Cuttack		16	36	16	1							
8	Deogarh		8	16									
9	Dhenkanal		18	44	8								
10	Gajapati	200	66	303	51	51	71	2582	61	77	77	26	18
11	Ganjam		19	42				4354					
12	Jgatsinghpur		3	8									
13	Jajpur		9	55									
14	Jharsuguda		36	66									
15	Kalahandi		43	36	42	28		11290	42				
16	Kandhamal	300	107	517	92	92	133	4658	92	140	140	43	
17	Kendrapara		2	4									
18	Keonjhar	290	96	465	86	86	100		86	131	131	56	
19	Khurda		17	38	100								
20	Koraput	330	89	575	87	87	162	4405	87	132	132	66	
21	Malkangiri		74	192	42	54		14035	42				
22	Mayurbhanj		147	212	42	58		33215	42				
23	Nayagarh		55	54									
24	Nowrangpur		52	84	42	10		24148	42				
25	Puri		6	12	5								
26	Rayagada	312	79	567	79	79	112	4000	79	120	120	65	25
27	Sambalpur		20	74	42			8224	42				
28	Sonepur		11	20									
29	Sundargarh		60	42	42			21049	42				
30	Total	1432	1127	3696	818	556	578	140308	699	600	600	256	43

10.3.21

Advisor-cum-Director & Spl. Secretary, SCSTRTI

Annexure-IV

Details of Life Skills Education Resource Tools Supplied to School and its Use

Dated:-25th February 2021

I. Frequently Asked Question (FAQ)

This Odia resource tool contains frequently asked questions and its answers on adolescence and growing up process. The users of this resource tool are Students, Peer Educators and Nodal teacher/ANM and Matrons. Earlier FAQs have been provided in 2018 and 2019 to Teachers and Peer Educators attended the LSE training at state level and to all schools under Kandhamal, Keonjhar, Koraput, Gajapati and Rayagada.
In 2021 it is proposed to supply 04 FAQ per HS/EMRS/Edu Complex and 02 numbers of FAQ for Ashram Schools covering rest of 25 districts.

II. Session Calendar

This resource tools contents monthly plan on life skills sessions to be conducted for both upper primary and secondary grade classes on weekly basis. This is a tool published in both Odia language in one side and in English language in other side of the same poster. Both teachers and students follow this session calendar for classroom transaction of LSE session. Earlier session calendars have been supplied to Schools through the teachers participated in LSE training programme in 2028 and 2019. In 2018, two session calendars per schools have been supplied to schools under Kandhamal, Keonjhar, Koraput, Gajapati and Rayagada.

Further in 2021 it is proposed to supply one session calendar per upper primary and secondary schools covering rest of 25 districts.

III. School Health Register

The School health registers are maintained by the ANMs on health screening data of students on quarterly basis. This register is having a space for recording BMI and HB status of students on annual basis. The IFA requirement, stock and consumption of IFA (WIFS) also maintained in this register. These registers have been supplied to all school ANMs across the state for maintenance of health data of students in 2018.

Further it is proposed to supply additional 3 copy of this register to all School ANM to maintain the health data of the students.

IV. Secondary Grade Teachers Manual, Odia (LSE)

These life skills manuals have been supplied to all secondary grade schools in five districts namely Kandhamal, Keonjhar, Koraput, Gajapati and Rayagada. Further all teachers participated in the state level training programme on life skills education in 2018 and 2019 have received a copy of this training manual.

Further it is proposed to provide 2 manuals per high schools in rest of 25 districts for reference and use (Secondary grade only)

V. Primary Grade Teachers Manual – Odia (LSE)

These life skills manuals have been supplied to all upper primary grade schools in five districts namely Kandhamal, Keonjhar, Koraput, Gajapati and Rayagada. Further all

teachers participated in the state level training programme on life skills education in 2018 and 2019 have received a copy of this training manual.

Further it is proposed to provide 2 manuals per high schools in rest of 25 districts for reference and use (upper primary grade only)

VI. Comics

One packet (cartoon) of comics having 50 sets (each set constitutes 12 booklets) on key themes on life skills have been supplied to schools in 13 districts as per annexure-III. This is an interactive self-reading Odia material for students. The LSE trained teachers to issue these books to students and keep it in school library for reference and use of students.

It is proposed to provide additional packets of comics to 491 schools as per annexure –I

VII. Work books for Students

Workbooks have been supplied to schools under 13 districts as per annexure – III. This is a self-learning Odia material for students. The HMs to issue these books to students for reference and practice on life skills themes.

Further it is proposed to supply these resource tools to schools as per enclosed annexure -I to schools.

VIII. LSE Poster-Odia (Flex)

This is a resource tools on LSE for schools. There are 6 posters (flex) on key LSE themes given to schools. This is to be placed in LSE corners or at a suitable common place where students can access and read these visual posters.

In 2018 these posters have been supplied to schools in 13 districts as per annexure –II and it is planned to provide 755 additional posters to schools as per annexure –I.

IX. Poster (flex) Old version

These Odia LSE posters have been supplied to High schools across the state in 2015. It is proposed to supply 100 set of these flex posters to Ashram schools in Mayurbhanj District

X. Counselling Manual for Matrons

The counseling manual for matrons have been designed to develop skills of matrons to undertake counselling sessions with adolescent girls to prevent teenage pregnancy, early marriage and overcoming the challenges of sexual abuses. This manual provide to 431 matrons who has attended physical training programme at the state level during first quarter of 2020. It is proposed to supply these manuals to rest of Matrons who have undergone virtual training on counselling across the state.

XI. Video Documents on LSE themes in Pen drive

The Life skills videos for primary and secondary grade as per session calendars are synchronized on monthly basis and placed in pen-drive for supplying to schools. These videos along with case study for brain storming on LSE themes recommended under School Health Programme under Ayusman Bharat recommended for use by LSE trained teachers and Peer Educators for life skill building of students. In 2018 and 2019 these materials have been supplied to schools as per enclosed annexure –III, however the

school health programme case study videos are missing in these pen drive. These videos are uploaded in SCSTRTI website under Life Skills Education segment, the DPOs and LSE trained teachers are requested to download these videos and keep the copy in the school computes.

Further it is proposed to provide these documents in pen drive to 595 schools as per annexure –I.

XII. Reporting format on LSE

Earlier it was proposed the HMs of the schools to report on transaction of LSE session on monthly basis through hard copies. Further with the introduction of mobile-based applications these formats remain unused. As some of the schools are not in the network coverage zone, it is proposed to provide printed reporting format to those schools only.

XIII. BMI graph

This is a one-page graph, which explain the classification of BMI of adolescent boys and girls separately. In one side of the page the BMI classification presented for boys and on the other side it is for girls. Earlier these graphs have been supplied to each school ANMs trained in 2018. Further it is proposed to provide one graph to each school ANMs across the state

Dr. Chayanikā Mishra
Programme Officer – Life Skills Education, SCSTRTI