

CG&AC/77937/2017/HSE

Office of the Director of  
Higher Secondary Education,  
Housing Board Building,  
Santhi Nagar, Thiruvananthapuram.  
Dated: 9/05/2018

## **Circular**

Sub:- Quality Improvement Programme-2017-18 Annual Report& Utilization Certificate–  
Called for-reg

Ref:-Government Order G.O.(Rt).No.1335/2017/GL Edn. Dated, Thiruvananthapuram,  
10/05/2017.

As per reference cited Administrative sanction has been accorded to implement Quality Improvement programme in 100 schools during the year 2017-18. Accordingly necessary funds were allotted to each school for conducting the programme. List of schools is attached.

Principals of the schools are directed to forward the annual report of the activities so far conducted, and utilization certificate before **30/05/2018** to the following address by registered post.

State Co-ordinator  
Career Guidance and Adolescent Counselling Cell,  
Directorate of Higher Secondary Education,  
Housing Board Buildings,  
Santhi Nagar, Thiruvananthapuram-1.

Format of AnnualReport and Utilization Certificateare enclosed.

**Sd/-**

**State Co-ordinator**

To

1. The Principals

**DIRECTORATE OF HIGHER SECONDARY EDUCATION  
CAREER GUIDANCE AND ADOLESCENT COUNSELLING CELL**

**QUALITY IMPROVEMENT PROGRAMME  
2017-18**

Sl. No.	Code	Name of School
1	01007	GOVT. HSS, MEDICAL COLLEGE, TRIVANDRUM
2	01015	GOVT. BOYS HSS, PETTAH, TRIVANDRUM
3	01017	GOVT. HSS,VETTOOR, TVPM
4	01041	GOVT BOYS HSS, CHALAI, TRIVANDRUM
5	01044	GOVT TAMIL HSS, CHALAI, TRIVANDRUM
6	01056	ST.ANTONY'S HSS, VALIATHURA , TRIVANDRUM
7	01089	BNVV HSS,THIRUVALLAM, TRIVANDRUM
8	2102	GOVT HSS PERINGALAM KOLLAM
9	03003	GOVT. HSS, EZHUMATTOOR, PATHANAMTHITTA
10	03005	K S GOVT HSS, KADAPRA, PATHANAMTHITTA
11	03012	EDAMURI GOVT HSS,RANNI, PATHANAMTHITTA
12	03014	GOVT HSS,KADUMEENCHIRA, PATHANAMTHITTA
13	03035	DBHSS,PARUMALA,KADAPRA, PATHANAMTHITTA
14	03072	GOVT. HSS, KISUMAM, PAMBAVALLY, PATHANAMTHITTA
15	03076	MRSLB VGHSS, VAIPUR, MALLAPPALLY, PATHANAMTHITTA
16	04007	GOVT HSS, KIDANGARA, ALAPPUZHA

17	04009	GOVT HSS, PERUMPALAM, ALAPPUZHA
18	04014	GOVT HSS, THIRUVANVANDOOR, ALAPPUZHA
19	04026	GOVT VHSS,MULAKKUZHA, ALAPPUZHA
20	04089	GOVT. HSS, CHERTHALA SOUTH, ALAPPUZHA
21	04099	GOVT. HSS, THANNEERMUKKAM , ALAPPUZHA
22	04101	VALIYAZHEEKAL GOVT. HSS, ALAPPUZHA
23	05001	GOVT. HSS, ERATTUPETTAH , KOTTAYAM
24	05002	GOVT. HSS, KADAPPOOR , KOTTAYAM
25	05003	GOVT. HSS, KARAPPUZHA, KOTTAYAM
26	05005	GOVT. HSS, KUMARAKAM , KOTTAYAM
27	05011	GOVT. HSS, VADAKKEKKARA, KOTTAYAM
28	05013	GOVT. BOYS HSS, VAIKOM, KOTTAYAM
29	05015	GOVT BOYS HSS PUTHUPALLY KOTTAYAM
30	05017	GOVT HSS,AREEPARAMBA, VIJAYAPURAM,KOTTAYAM
31	05019	GOVT HSS,KURICHY,KOTTAYAM
32	05020	GOVT HSS,EDAKKOLI,KOTTAYAM
33	05022	GOVT HSS,TV PURAM,KTM
34	05118	GHSS, PAIPPAD, KOTTAYAM
35	5122	GHSS CHANGANACHERRY, KTM
36	06001	GOVT HSS AMARAVATHY, IDUKKI
37	06002	GOVT TAMIL HSS, DEVIKULAM, IDUKKI
38	06007	CPM GOVT HSS, PEERUMEDU, IDUKKI
39	06015	MULLARINGADU HSS, MULLARINGADU,IDUKKI

40	06016	NEHRU SMARAKA PANCHAYATH HSS,PUTTADY,IDUKKI
41	06054	GOVT. HSS, MARAYOOR, IDUKKI
42	06059	VAGAVARRAI GOVT. HSS, IDUKKI
43	06060	CHANDUVARAI GOVT. HSS, S.P.PURAM.P.O, IDUKKI
44	06068	Govt. HSS, Vagamon,Idukki
45	06070	Govt. HSS, Vattavada,Idukki
46	07008	GOVT HSS , SIVANKUNNU , MOOVATTUPUZHA , ERNAKULAM
47	07017	GOVT HSS,KUTTAMPUZHA, ERNAKULAM
48	07031	GOVT SANSKRIT HSS, THRIPOONITHURA,ERNAKULAM
49	07164	GOVT. HSS, EZHIKKARA, NORTH PARUR, ERNAKULAM
50	07166	GOVT. HSS, MANEEDU, ERNAKULAM
51	08013	GOVT HSS,VETTELAPPARA, THRISSUR
52	08019	GOVT MODEL BOYS HSS, IRINJALAKKUDA,THRISSUR
53	08025	GOVT HSS,IRANIKKULAM, THRISSUR
54	08030	GOVT HSS,EDAVILANGU,TSR
55	08056	MASM VHSS,VENMANAD, THRISSUR
56	8122	GOVT. MAPPILA HSS, CHAMAKKALA, THRISSUR
57	09016	GOVT HSS , MUNNOORKODE, PALAKKAD
58	09025	GOVT HSS, MUTHALAMADA , PALAKKAD
59	09027	GOVT. HSS, GANESHGIRI, SHORANUR, PALAKKAD
60	09031	PANCHAYAT HSS, PERUMATTY, PALAKKAD
61	09036	KKMHSS VANDITHAVALAM, PALAKKAD
62	09042	K C P HSS, KAVASSERRY, PALAKKAD

63	09054	C B K M PANCHAYATH HSS PUTHUPARIYARAM, PALAKKAD
64	09077	GOVT. TRIBAL HSS, SHOLLAYAR, MANNARKKAD, PALAKKAD
65	09085	PUTHUR TRIBAL GOVT. HSS, PUTHUR, PALAKKAD
66	09104	GOVT.HSS, KUNISSERI,PKD
67	09105	GOVT.HSS, KODUMUNDA, PALAKKAD
68	09120	Sarvajana HSs Puthukkode, Palakkad
69	09121	PGP HSS, Popully,Palakkad
70	09133	VIM HSS, Pallassana,Palakkad
71	10111	GOVT FISHERIES HSS PUTHIYAPPA KOZHIKODE
72	11031	GOVT HSS,PANG,MALAPPURAM
73	11032	GOVT HSS,KATTILANGADI, MALAPPURAM
74	11033	GOVT HSS KADENCHERY MALAPPURAM
75	11120	GOVT. HSS, CHERIYAMUNDAM, MALAPPURAM
76	11129	GOVT. HSS, VELIANCODE, MALAPPURAM
77	11138	GOVT. HSS, ALIPARAMBA, PERINTHALMANNA, MLPM
78	11141	GOVT VHSS ARIMBRA MALAPPURAM
79	11143	GVHSS, PARAVANNA, MALAPPURAM
80	11148	GOVT. HSS, PALAPPETTY , MALAPPURAM
81	11235	GHSS ,Muthuvallur,Malappuram.
82	12034	GOVT. HSS, PANANKADI,WYD
83	12041	GOVT HSS ,NIRAVARAM, WAYANAD
84	12050	GHSS, Achoor,Wayanad
85	13030	GOVT HSS,MUZHAPPILANGAD, KANNUR
86	13096	GOVT. HSS, PUZHATHI, KANNUR

87	13112	GOVT. HSSS, KAVUMBHAGAM, KANNUR
88	13126	GOVT HSS PATTUVAM KANNUR
89	13140	PGM GOVT.HSS, Cheruvanchery, Kannur
90	14010	GOVT HSS,MALOTH KASBA, KASARGODE
91	14018	GOVT HSS PADNEKADAPPURAM KASARAKODU
92	14039	GOVT HSS UPPALA KASARAGOD
93	14046	GOVT. HSS, BELLERU, KSD
94	14047	GOVT. HSS, PADLA, KASARGODE
95	14053	GOVT. HSS, ADOOR, ELAMPADY PANCHAYATH, KASARGODE
96	14058	GOVT. HSS, ADHOOR, KARADUKKA PANCHAYATH, KASARGODE
97	14065	GOVT HSS KALLIYOD KASARAGOD
98	14067	GOVT. HSS, SHIRIYA, KASARGODE
99	14068	G.F. HSS, BEKKAL, KASARGODE
100	14081	GOVT HSS,PAIVALIK,KASARGOD

**DEPARTMENT OF HIGHER SECONDARY EDUCATION**  
**CAREER GUIDANCE & ADOLESCENT COUNSELLING CELL**  
**Quality Improvement Programme**  
**Report 2017-18**

1. Name of School
2. District
3. School Code
4. Phone No. of the School
5. Name and Mobile number of the Principal
6. Name and Mobile No. of convenor
7. Details of students selected under the programme

Sl. No.	Class	Number of Students

8. Number of days remedial coaching conducted
9. Details of classes taken by the teachers under this programme

Sl. No.	Date of Class	Time	Name	Subject
1				
2				
3				
4				

5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

(Attach sufficient additional sheets)



### 10. Details of student's attendance

Sl. No.	Name	Class	Number of days attended

(Attach sufficient additional sheets)

### 11. Details of Motivational Class Conducted

- a. Date of Class
- b. Name and Designation of Faculty
  
- c. Amount utilized for Motivational Training
- d. No of students attended
- e. Venue of the class

### 12. Details of Expenses related to Refreshment Expenses

Sl.No	Date	Amount Utilized
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
TOTAL		

**13. Details of Contingency Expenses**

Sl.No	Date	Purpose	Amount Utilized
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
TOTAL			

14. Abstract

Amount received from the Directorate	Amount utilized	Balance amount	Details of Refund

15. Whether advance drawn by the Principal has been settled at the treasury?  
If so attach a copy of the settlement Proceedings.

15. Your suggestions for improving Quality Improvement Activities in the next year.

Name and Signature of the  
Principal

Place  
Date

(Seal)

**DEPARTMENT OF HIGHER SECONDARY EDUCATION  
CAREER GUIDANCE & ADOLESCENT COUNSELLING CELL**

**QUALITY IMPROVEMENT PROGRAMME-2017-18**

Name of School :  
District :  
School Code :  
Amount Received from DHSE :  
Date of encashment :

**UTILISATION CERTIFICATE**

Certified that an amount of Rs.....(Rupees.....  
.....) has been utilized for conducting  
QUALITY IMPROVEMENT PROGRAMME under the head of account 2202-02-109-74(P)  
during the financial year 2017-18

Sl.No	Particulars	Sanctioned Amount	Amount Utilized
1.	Refreshment Expenses for Students		
2	Honorarium for Teachers		
3.	Honorarium for Convenor		
4	Honorarium for Principal		
5	Contingency Expenditure		
6	Motivational Class		
TOTAL			
Details of Refund Amount, Chalan No and date Name of Treasury (attach copy of chalan)			

Place

Date

Name and Signature of the Principal  
Mobile No.

(Seal)