



Government of Goa  
**DIRECTORATE OF EDUCATION**

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No. DE/Acad/Mhaji Lab Bari Lab/Goa/241/Budget scheme/22-23/\ 2\8


Dated:- 14/05/2024

**CIRCULAR**

The Government of Goa is pleased to formulate the "Mhaji Lab, Bari Lab – the Goa State Best ICT Laboratory Award scheme" to recognize meritorious ICT laboratories in the state of Goa.

The award scheme shall be applicable to all the Government Schools and Government Aided Schools under the Directorate of Education of the Government of Goa. Government proposes to felicitate School Heads/ School Coordinator (ICT Laboratory In-charge)/ICT Laboratory Staff that showcase improved utilisation of the laboratory infrastructure, creativity and innovative use of the ICT equipments, creating Student Support Technical Club (SSTC), etc. Details of eligibility, quantum of Award, selection procedure, conditions etc. are enclosed in the attached Annexure.

All the heads of Government and Government Aided Schools are informed that the Directorate of Education shall advertise in the local dailies and accordingly the management of eligible Schools from the state may apply for "Mhaji Lab, Bari Lab" Award scheme.

  
(Shailesh R. Sinai Zingde)  
Director of Education

Encl.: As above.

To,  
Heads of all Govt. /Govt. aided/Secondary/Higher Secondary & Specials Schools.

**Copy to:-**

1. The Dy. Director of North/Central/South Educational Zone, Mapusa/ Panaji/Margao-Goa.
2. The Director (Administration), Directorate of Education, Porvorim-Goa.
3. The Vocational section of this Directorate.
4. CARES, DTE building, Directorate of Technical Education, Alto Porvorim, Bardez, Penha de Franc, Goa 403521
5. P.A. to the Director of Education.
6. The Nodal Officer, IT for uploading on the website.

# Annexure

## GOVERNMENT OF GOA DIRECTORATE OF EDUCATION NOTIFICATION

DE/Acad/Mhaji Lab Bari Lab/Goa 241//Budget Scheme/22-23

### “MHAJI LAB, BARI LAB”—THE GOA STATE BEST ICT LABORATORY AWARD SCHEME”

The Government of Goa is pleased to formulate the “Mhaji Lab, Bari Lab-the Goa State Best ICT Laboratory Award Scheme”—the Scheme is to recognize the hard work put in by staff of the ICT Laboratory and to give an impetus and encouragement to them by conferring awards on them for their contribution in the field of ICT.

**1. Short title and commencement.—**

- i. This scheme shall be called “Mhaji Lab, Bari Lab- the Goa State Best ICT Laboratory Award Scheme”.
- ii. It shall be applicable to all the Government Schools and Government Aided Schools under the Directorate of Education of the Government of Goa.
- iii. The scheme shall come into force from the date of its publication in the Official Gazette.

**2. Preamble.—** The State of Goa is developing speedily as an educational hub and the Information & Communication Technology (ICT) Laboratories have become an integral and indispensable part of the education system for communication, learning along with the spread of knowledge, so as to make the student equipped for the digital world. The laboratories also inculcate computational, design thinking habits among the young students of the society.

The Government of Goa has through various initiatives provided top of the class ICT infrastructure in the school laboratories. There are efforts put in by the staff of the schools, who by their untiring and resolute hard work at the grass root level promote the sustainability of these ICT laboratories. To recognize the efforts of the staff of the schools who through their efforts have tried and sustained the schools ICT laboratories, the Government of Goa is therefore pleased to constitute “The Goa State Best ICT Laboratory Award Scheme” envisaging grant of awards for meritorious ICT Laboratory, two each in North Goa District and South Goa District; either in any Government or Government-aided Schools in the State of Goa.

**3. Objectives.—** The main objective of the scheme is to recognize the hard work put in by staff of the ICT Laboratory and to give an impetus and encouragement to them by conferring awards on them for their contribution in the field of ICT. Government has provided and facilitated ICT Laboratories in most schools in the state to ensure proper promotion of ICT skills in students. In order to promote proper maintenance of the ICT laboratories and encourage proper preventive maintenance of the equipment and as such increase the work life of the equipment's, Government proposes to felicitate School Heads/School Coordinator (ICT Laboratory In-charge)/ICT Laboratory Staff, that showcase improved utilisation of the laboratory infrastructure, creativity and innovative use of the ICT equipment's, creating Student Support Technical Club (SSTC), etc.

4. **Eligibility:**—

- i. The assessment period for consideration of applications for the award would be the entire school academic year. The award would be granted during the following academic year.
- ii. The School ICT Laboratory should be in existence for a minimum period of 03 years.
- iii. The School ICT Laboratory should have a minimum of 100 registered active student members for the last 03 years
- iv. The School ICT Laboratory infrastructure would be categorised as follows:
  - a. **Category A:** School ICT Laboratory during the period of assessment having in possession a minimum of 03 and upto 15 Computing Systems; preferably with internet and power-backup/surge-protectors, projector etc., all in working condition
  - b. **Category B:** School ICT Laboratory during the period of assessment having in possession more than 15 Computing Systems; preferably with internet  
and  
power-backup/surge-protectors, projector etc., all in working condition.
- v. The School ICT Laboratory should have proper furniture infrastructure that could accommodate at least 20 students at a time.
- vi. The School ICT Laboratory should be spacious with proper ventilation.
- vii. The School ICT Laboratory staff should have conducted regular programmes etc. for the student members/staff/public to enhance their ICT knowledge, during the assessment period.
- viii. The School ICT Laboratory staff should have maintained all the records properly and up-to-date using Google Docs, and activity photos to be geo-tagged, during the assessment period.
- ix. The School ICT Laboratory staff and head of institute should have a minimum of 03 years of continuous service in the State of Goa.
- x. The School ICT Laboratory staff and head of institute should have taken up initiatives for ICT laboratory development, inculcating logical thinking/design thinking culture in staff and students of the school, during the assessment period.
- xi. The School ICT Laboratory staff and head of institute should have actively supported related activities and initiatives of the Central/State Government, like; Coding, Robotics, Design Thinking, Mathematical Thinking, Problem Solving, etc.; by promoting it actively through their students and staff participation, during the assessment period.
- xii. The School ICT Laboratory staff and head of institute should have taken up initiatives for developing Student Support Technical Club (SSTC) to promote coding, digital skills, maintenance of the laboratory, etc.; during the assessment period.

- xiii. The School ICT Laboratory staff and head of institute should have taken up innovative initiatives for maintenance of the ICT equipment, ambience of the ICT laboratory, internet connectivity, needed upgradation of the hardware/software in the laboratory, etc.; during the assessment period.
- xiv. The award shall be conferred for meritorious ICT laboratory; two each, in North Goa District and South Goa District; either in any Government or Government-aided Schools in the State of Goa.
- xv. A prize winning ICT Laboratory of a School, would be reconsidered after a cool-off period of 05 years, to give fair opportunity to other schools in the district.
- xvi. However, in the event of no suitable ICT Laboratory of desired standard being found in either of the districts of Goa, no award shall be conferred for that assessment year.

5. **Quantum of Award:**— “MHAJI LAB, BARI LAB”, The Goa State Best ICT Laboratory Award shall carry a total prize of Rs. 10,00,000/- (Rupees Ten lakhs only), Mementos, Citations and Certificates of which, two prizes of Rs. 2,00,000/- (Rupees Two lakhs only), a Memento, a Citation and a Certificate, each, would be awarded to two winner ICT Laboratories from the eligible schools, one each from the North and South District of Goa as per the Category A (as stated in the Section 4 Eligibility); and; two prizes of Rs. 3,00,000/- (Rupees Three lakhs only), a Memento, a Citation and a Certificate, each, would be awarded to two winner ICT Laboratories from the eligible schools, one each from the North and South District of Goa as per the Category B (as stated in the Section 4 Eligibility). The prize amount however would be distributed as follows:

Sr. No.	Purpose	Category-A Award amount	Category-B Award amount
1.	Towards Student Support Technical Club (SSTC) activities.	40000	60000
2.	Towards Maintenance of ICT Laboratory.	20000	30000
3.	Towards Purchase of ICT equipment.	120000	180000
4.	Cash Award, Memento and Citation to In-charge of ICT Laboratory.	10000	15000
5.	Cash Award Memento and Citation to support Staff of ICT Laboratory.	6000	9000
6.	Cash Award Memento and Citation to Head of Institute.	4000	6000
Total Prize amount per District of Goa		200000	300000

**6. Selection Procedure—**

- i. The Directorate of Education shall invite applications from the management of eligible Government and Government Aided Schools from the State of Goa through advertisements published in local newspapers.
- ii. The assessment period for consideration of applications for the award would be the entire school academic year.
- iii. The received applications would be scrutinised based on the submitted evidence, documents and records during the assessment period. The award would be granted during the following academic year.
- iv. For the purpose of scrutiny of the proposals, selection and recommendation of the award Directorate of Education with the approval of the Government shall constitute an Award Committee consisting of distinguished personalities.
- v. The Directorate of Education may also invite suggestions/recommendations from any individual or institution in the recognized field regarding the names of eminent individuals and/or renowned institutions with related details and place the same before the Award Committee for decision.
- vi. The Directorate of Education, would develop various forms/formats through which the applicant schools would be submitting their nominations during the assessment period.
- vii. The Directorate of Education would be responsible for disbursing the prize amounts based on the requirements/requisites submitted by the selected schools.

**7. The sanction of financial support shall be subject to the following conditions.—**

- i. The financial support may be released in one instalment in case of cash awards.
- ii. The financial support may be released as per the activities conducted, ICT maintenance undertaken and ICT purchase done by following necessary codal formalities.
- iii. The school shall maintain proper records.
- iv. The entire financial support shall be utilised within a period of one year from the date of its drawal.
- v. Any portion of financial support which is not utilised or is not ultimately required for the purpose for which it is sanctioned, shall be remitted to the Government Treasury
- vi. The School may utilise the amount for purchasing various ICT equipment, and other activities useful for better utilisation of the ICT Laboratory as per purpose listed above in section 5.
- vii. The financial support shall be utilised for the purpose for which it is sanctioned and shall not be utilised or diverted for any other purposes.

- viii. The Deputy Director, Education of each District shall draw and disburse the financial support on receipt of sanction order, based on the selection procedure mentioned in section 6.
8. **The expenditure shall be debited to the Budget Head:-** “Demand No 34—School Education; 2202—General Education; 02—Secondary Education; 800—Other Expenditure; 26—Mhaji Lab, Bari Lab; 50— Other Charges”.
9. **Framing of Guidelines:-** For better implementation of this scheme Government may frame guidelines from time to time, if required.
10. **Relaxation:-** The Government shall be empowered to relax any or all clauses or conditions of the scheme in genuine cases for sanction of the award.
11. **Interpretation:-** If any question arises regarding interpretation of any clause, word, expression of the scheme, the decision about the interpretation shall lie with the Government, which shall be final and binding on all concerned
12. **Grievances:-** Grievances if any, arising out of the implementation of the scheme, the Minister for Education shall hear and decide such matters and the decision of the Minister for Education in this regard shall be final and binding on all concerned.

The scheme administratively approved by the Government vide U. O. No. 1277/F dated 09-02-2023.

Pattern of Assistance to release the financial support under the scheme has been approved by the Finance (Expenditure) Department under U. O. No. 1563/F dated 15-10-2022.

By order and in the name of  
the Governor of Goa.



(Shailesh R. S. Zingde)  
Director of Education

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Ex-Officio Jt. Secretary to Government