

**OFFICE OF THE MISSION DIRECTOR  
SAMAGRA SHIKSHA, ASSAM**

KAHILIPARA, GUWAHATI-781 019, ASSAM

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From: Sri Sanjoy Dutta, ACS  
Executive Director  
Samagra Shiksha, Assam  
Kahilipara, Guwahati-19

To: The District Mission Coordinator  
SSA, All Districts

Sub: **Guidelines on 4-day Block Level Training for Resource Persons and 4-Day Cluster Level Teachers Training on implementation of FLN (Nipun Axom) and Proper use of TLM of FLN.**

Sir/Madam,

As you are aware that the implementation of Foundational Literacy and Numeracy is one of the thrust areas of NEP-2020. Accordingly, the Government of India has launched Nipun Bharat Mission. Accordingly Samagra Shiksha, Assam has already taken various initiatives under the mission Nipun Axom including distribution of Teaching Learning Material to the schools and providing of Teaching Learning Kits to the learners. The teachers teach in Classes up to III will have to play vital role in effective implementation of Nipun Axom. Considering this, a 4-Day Cluster Level Training of Teachers on Implementation of Foundational Literacy and Numeracy (Nipun Axom) and proper use of TLM of FLN will be conducted. The following guidelines will be considered for conduct of the said training and related activities:

**(A) Block Level Training for Resource Persons:** A 4-Day block level training will be conducted for 9218 number of Resource Persons who will later on train the teachers at Cluster Level. The training will be completed within 20<sup>th</sup> March, 2023.

1. The training will be held for 4 days at block level in non-residential mode. The module in Assamese medium is being sent. The modules of other modules will have to be collected by respective districts from the concerned DMOs, Samagra Shiksha as stated in this office's letter No.SSA-33024/3/2022-TT-SSA, dated 24.12.2022.
2. The fund has already been released for the purpose.
3. From every Cluster, 2 Resource Persons will be deputed to attend the block level training who may be CRCC/CRG members/Expert Teacher/Retired Teacher of particular cluster (same cluster). In case, one CRCC is holding the charge of more than one CRC, in such case his/her name will be considered as Resource Person against the original CRC and for the remaining CRC(s) names of CRG member/Expert Teacher/Retired Teacher will have to be sent to attend the training.
4. Training Module has to be printed by the district for the participants as per requirement.
5. TA etc. will be provided to the participants and Master Trainers/Key Resource

Persons as per norms. Refreshment will be provided including lunch etc. as per norms.

6. The venue for the training may be arranged in unused rooms/auditorium of school/college to minimize the expenditure (preferably in good communication area). Proper toilet facility, drinking water facility should be available in the training venue along with hygienic condition.
7. The starting time and closing time of everyday training will have to be strictly maintained. Daily Attendance Register (with morning and evening attendance) to be maintained at training venue and to be submitted to District Mission Office after completion of the training.
8. The service of Chairman of BACG of concerned block may be utilized for supervision and monitoring of the meeting. Besides that the service of Block I/C from the office of SSA may be utilized as In-charge of the Block Level Resource Person Training.
9. Services of DIET/BTC/Normal school faculties may be utilized for supervision and monitoring of the training in consultation with the Principal of DIET/BTC/Normal School.
10. Documentation of the training needs to be done along with good quality photographs and small video clips (by utilizing android mobile phones).
11. The blocks/districts will have to maintain the expenditure statement along with all relevant bill, vouchers etc. for further reference.

**(B) Cluster Level Training for Teachers:** 4-Day Cluster Level Training on Implementation of FLN (Nipun Axom) will be conducted for the selected teachers of government and provincialised Schools having lower primary classes. The training will be completed within 20<sup>th</sup> March, 2023. The fund has already been released for the purpose.

1. 3 teachers from every Government and Provincialized Schools (Lower Primary, MV Schools and Composite Schools having classes I to V) will be selected and deputed for the training. In case of MV Schools and Composite Schools, 3 teachers who teach in Class-I to V will have to be deputed.
2. In case of schools having only 3 teachers, 2 teachers will be deputed for the training. In case of schools having only 2 teachers, 1 teacher will be deputed for the training. In case of single teacher schools, the sole teacher will be deputed to attend the training but the concerned Block Office will make necessary arrangement of attachment of one teacher from nearby school (from school having more teacher) for the days of the training. Besides that resource support from Community will be ensured by the Block Office through concerned Block Accountant.
3. The Training Module has to be printed (medium wise) by the districts for the participating teachers.
4. The training will be conducted in non-residential mode. TA will not be provided to the participating teachers and Resource Persons as the training will be conducted at Cluster Level. Refreshment will be provided including lunch etc. as per norms.
5. The venue for the training may be arranged in unused rooms/auditorium of school/college of the same cluster to minimize the expenditure (preferably in good communication area). Proper toilet facility, drinking water facility should

- be available in the training venue along with hygienic condition.
6. The starting time and closing time of every day training will have to be strictly maintained. Daily Attendance Register (with morning and evening attendance) to be maintained at training venue and to be submitted to District Mission Office after completion of the training.
  7. Services of DIET/BTC/Normal school faculties may be utilized for supervision and monitoring of the training in consultation with the Principal of DIET/BTC/Normal School. The services of DACG/BACG members may also be utilized for the purpose of supervision and monitoring of the training.
  8. The services of Master Trainers/Key Resource Persons and FLN State Resource Group members from the district may also be utilized for the Cluster Level Training.
  9. Documentation of the training needs to be done along with good quality photographs and small video clips (by utilizing android mobile phones).
  10. Feedback of the participating teachers on any other need on training support on FLN may be taken in the last day of the training and the feedback of the teachers may be analyzed at BACG/DACG meeting for extending support to the teachers for effective implementation of FLN.
  11. The blocks/districts will have to maintain the expenditure statement along with all relevant bill, vouchers etc. for further reference.
  12. The DMOs will submit a detail report on implementation of the training and related activities to the SMO within seven days from the completion of the training programme.

This is for your information and necessary action.

Yours' faithfully,

(Sanjoy Dutta, ACS)  
Executive Director,  
Samagra Shiksha, Assam

Copy to:

1. The Secretary, Department of School Education, Govt. of Assam for favour of kind information.
2. The Deputy Commissioner, All districts for kind information.
3. The Principal Secretary, BTC-Kokrajhar, KAAC-Diphu, NCHAC-Haflong for kind information and necessary action.
4. The Director, Secondary Education, Assam for information.
5. The Director, Elementary Education, Assam for information.
6. The Chief Accounts Officer, Samagra Shiksha, Assam for information.
7. The DEEO/ IS, All districts for information.
8. The Principals, DIETs/BTCs/Normal Schools etc. for information and necessary action.
9. The District Incharges, SMO, SSA for information and necessary follow up.
10. The PA to MD, Samagra Shiksha, Assam for kind appraisal of MD.

Executive Director,  
Samagra Shiksha, Assam