



State Council of Educational Research and Training
(An autonomous body under Department of Education, Govt. of NCT of Delhi)
Varun Marg, Defence Colony, New Delhi 110024

File No. F3(2)/NEP2020/Task Guidelines/SCERT/2024-25 / 431-40 Date: 09/04/25

Guidelines for NEP 2020 Implementation

Guidelines for Ensuring Timely Delivery of Textbooks and Uniforms to Students Before the Academic Session

Task No. 43 as per SARTHAQ document

The following guidelines aim to address gaps and enhance the distribution system for textbooks and uniforms to achieve the target of providing these resources to all students free of cost before the start of the academic session:

1. Strengthen the Supply Chain Management

- **Timely Procurement and Distribution:**
 - Departments should ensure early procurement of textbooks and uniform funds to facilitate timely distribution to schools.
 - Implement a distribution timeline with clear deadlines to ensure all schools receive resources well before the start of the session.
- **Track and Monitor Delivery:**
 - Establish a centralized tracking system to monitor the distribution process from procurement to the point of delivery in schools.
 - Regular updates should be provided to schools regarding the status of dispatch and expected delivery timelines.

2. Enhance Coordination with Schools

- **Feedback Mechanism:**
 - Conduct regular feedback sessions with schools to address challenges related to delayed distribution or shortages.
 - Develop a platform for schools to report issues in real time and provide solutions swiftly.
- **Support for English Medium Books:**
 - Ensure that schools requiring English medium textbooks receive them in a timely manner, as delays in this area were highlighted in the survey.

3. Improve the Distribution System for Textbooks

- **Full Set Distribution:**
 - Mandate the distribution of a complete set of textbooks to all students at once, minimizing the need for staggered distribution.

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- **Pre-Session Readiness:**
 - Schools must receive and distribute textbooks to students at least two weeks before the academic session starts to avoid disruptions in the learning process.
- **Quality Assurance:**
 - Regularly assess the quality of textbooks being distributed to maintain the satisfaction levels reported by stakeholders.

4. Streamline the Uniform Distribution Process

- **Account Validation:**
 - Conduct a thorough verification of student bank accounts before transferring funds for uniforms to ensure smooth transactions and avoid delays due to dormant or incorrect accounts.
- **Increase Fund Allocation:**
 - Review and adjust the amount allocated for uniforms to meet the needs expressed by parents for at least two sets of uniforms per student.
- **Monitoring Fund Transfers:**
 - Introduce a tracking system to monitor uniform fund transfers and resolve issues promptly in case of delays.

5. Leverage Technology for Efficiency

- **Digital Portal:**
 - Develop a state-level digital portal where schools can update the status of textbook and uniform distribution.
 - Parents can use the portal to check the status of fund transfers and availability of resources.
- **Inventory Management:**
 - Implement a digital inventory system at the school level to track the availability of textbooks and uniforms, ensuring there are no shortages.

6. Build Stakeholder Awareness and Accountability

- **Awareness Campaigns:**
 - Conduct awareness programs for parents about the process of textbook and uniform distribution to set clear expectations.
- **Training for Staff:**
 - Train school staff to manage distribution processes efficiently and address challenges proactively.

7. Encourage Periodic Reviews and Improvements


- **Regular Surveys:**
 - Conduct periodic surveys with schools, students, and parents to identify emerging gaps and continuously refine the distribution process.

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- **Review Meetings:**

- Hold regular review meetings at the district and state levels to assess progress and ensure adherence to timelines.

The timely delivery of textbooks and uniforms is essential to ensure students are ready to learn from the start of the academic session. By implementing these guidelines, strengthening supply chain management, leveraging technology, and fostering collaboration among stakeholders, the goal of providing free and timely access to textbooks and uniforms can be achieved effectively. These measures will contribute to reducing absenteeism, enhancing equity, and promoting a more disciplined and focused learning environment for all students.


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