Rajiv Vidya Mission (SSA), A.P., Hyderabad
Financial Norms for Teacher Training at District and Mandal Level –2012 – 13
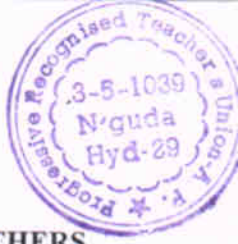
A) District Level Training Programme in Non-Residential mode

1.	CA/TA & DA TO Participants, RPs, Observer	As per APTA Norms
2.	Resource Persons Honorarium	Rs. 250/- per day
3.	Course Director & Observer Honorarium	Rs. 300/- per day
4.	Tea and Snacks for Two times	Rs. 20/- per head per day
5.	Stationery	Rs. 50/- per head
6.	Water for hand wash, toilets etc., and Sweeping (Two persons up to 100 participants)	Rs.100/- per head per day
7.	Purchase of packaged drinking water and pots per day per head	Rs. 3/- per head per day
8.	Clerical Assistance	Rs. 100/- per day
9.	Electricity & other charges at the venue	Rs. 60/- per day per room
10.	Contingency	Rs. 500/- per day
11.	Documentation per programme	Rs. 500/- per programme
12.	Working Lunch	Rs. 50/- per head per day
13.	Institutional charges(Lecture halls, furniture, etc if necessary)	Rs. 500/- per programme
14.	Photostat if necessary	Rs. 0.50 per page

B) UNIT COST FOR CONDUCT OF Divisional / Sub-Divisional LEVEL TRAINING (Non-Res) TO TEACHERS / OTHERS

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1.	CA/TA & DA to RPs and Observer	As per APTA Norms
2.	CA to Participants, RPs, Observer (within the mandals)	Rs. 30/- per head per day
3.	TA to participants from other mandals	Actuals / Rs. 30/- per head per day whichever is higher
4.	Resource Persons Honorarium	Rs. 200/- per day
5.	Honorarium to CD, Course Coordinator, Observer	Rs. 250/- per day
4.	Tea and Snacks for Two times	Rs. 20/- per head per day
5.	Stationery	Rs. 35/- per head
6.	Water for hand wash, toilets etc., and Sweeping (Two persons upto 100 participants)	Rs.100/- per head per day
7.	Purchase of packaged drinking water and pots per day per head	Rs. 3/- per head per day
8.	Clerical Assistance	Rs. 100/- per day
9.	Electricity & other charges at the venue per day per room (other than MRC)	Rs. 50/- per day per room
10.	Contingencies	Rs. 300/- per day
11.	Documentation per programme	Rs. 250/- per programme
12.	Working Lunch	Rs. 50/- per head per day
13.	Institutional charges (Lecture halls, furniture, etc., if necessary)	Rs. 300/- per programme
14.	Photostat if necessary	Rs. 0.75 per page

C) UNIT COST FOR CONDUCT OF Mandal LEVEL TRAINING (Non-Res) TO TEACHERS / OTHERS

1.	TA & DA TO RPs, Observer (from other mandals)	As per APTA norms
2.	CA TO Participants, RPs, Observer (for within mandals)	Rs. 30/- per head per day
3.	Honorarium to RPs	Rs. 200/- per head per day
4.	Honorarium to CD, Course Coordinator, Observer	Rs. 250/- per head per day
5.	Tea and Snacks	Rs. 15/- per head per day
6.	Stationery	Rs. 30/- per head
7.	Water for hand wash, toilets etc., and Sweeping (Two persons upto 100 participants)	Rs. 100/- per head per day
8.	Purchase of packaged drinking water and pots	Rs. 3/- per head per day
9.	Clerical Assistance	Rs. 100/- per head per day
10.	Electricity & other charges at the venue (other than MRC)	Rs. 50/- per day per room
11.	Contingencies	Rs. 200/- per day
12.	Documentation	Rs. 200/- per programme
13.	Lunch charges (Amount to be paid to participant)	Rs. 45/- per head per day
14.	Institutional charges(Lecture halls, furniture, etc) for other than MRC	Rs. 200/- per day
15.	Photostat if necessary	Rs. 0.75 paisa per page
16.	Generator per day if necessary/used - Photo Evidence to be produced	Rs. 500/- per day

D) UNIT COST FOR CONDUCT OF Teleconference TO TEACHERS / OTHERS

1.	Honorarium to centre incharge	Rs. 150/- per day
2.	TA TO Participants (from other mandals)	As per APTA norms
3.	TA TO Participants, (for within mandals) per day per head	Rs. 30/- per head per day
4.	Lunch charges per head per day (Amount to be paid to participant)	Rs. 45/- per head per lunch
5.	Tea and Snacks per day per head	Rs. 15/- per head per day
6.	Purchase of packaged drinking water and pots per day per head	Rs. 3/- per head per day
7.	Menial charges for one person	Rs. 100/- per day per person
8.	Other contingencies(Stationary, Xerox, documentation, photos)	Rs. 250/- per programme.
9.	Generator per day if necessary/used - Photo Evidence to be produced	Rs. 500/-
10.	Institutional charges(Lecture halls, furniture, etc)	Rs. 250/- per day
Note: Pay TA & DA to participants if Teleconference is organised at District / Divisional level		