



Implementation Support
Agency for SCERT, Bihar

Monthly Progress REPORT

December 2017



Joint Project Managed by







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Sl. No.	Areas	Description
1	Progress and key tasks accomplished	<ul style="list-style-type: none">• 3 new consultants joined the ISA team, Nalin Mishra (CPD) and Shivendra Suman (Software Development) on December 1 and Vinay Kumar Anand (Finance Manager) on 26 December.• Meetings held with Humana People to People and Creatnet Education, both education organisations working in the field of teacher education and school leadership training, to discuss with them how their work might assist ISA and SCERT Bihar.• Work has continued on substantially improving the existing SCERT website, making it more user-friendly and dynamic and looking at how this work can be extended to include development of websites for all the DIETS.• Work has continued on cataloguing all existing ODL print materials held by SCERT.• ISA continued to monitor the progress of the work undertaken by AMC on a TNA report to assess current levels of ICT competence of elementary schools teachers and teacher educators in Bihar. Once the draft report was finally submitted, ISA studied the document and submitted detailed comments on the quality and adequacy of the TNA. At a meeting on 13 December ISA sat with AMC to provide guidance on how to use the good data collected to formulate clear recommendations for appropriate CPD. The revised report was promised for 22 December but was delivered on 4 January.• ISA studied and commented on a proposal to conduct training to address the strengthening of CRCs and BRCs submitted by Ignus and took part in a telecom at WB to discuss next steps.• Gill Westaway and Prakash Dutt attended a workshop on the development of CPD modules in Meghalaya with a view to adapting and contextualizing the materials gathered for use in Bihar.• A CPD plan has been developed in consultation with SCERT.• A Concept Note has been prepared on a proposed Visioning workshop for ISA and SCERT staff to develop greater shared understanding of the programme and produce a Theory of Change model.

		<ul style="list-style-type: none"> • Plans to run Consultative workshops with Teacher Educators and teachers to corroborate the gaps and needs in ODL, CDP and ICT support identified during the field visits have been delayed again this month, with two further postponements of proposed dates in December due to repeated failure to obtain approval of overarching activity unit costs document by SCERT senior management and agreement on suitable dates. • ICT training run by CIET planned for 15 staff from DIETS around Bihar 11-15 December did not take place due to miscommunication on location of training. • Master Trainer Training by CfBT of 20 chosen individuals from 10 districts using SMC module piloted by CfBT could not be started because of the delay caused by new SCERT stipulation of a committee needing to be convened to review final module. This will delay ISA led training of SMC members of 7200 schools (10% of total number of schools in the state as per the DLI) in the same 10 districts. • Work on informal internal audit of FY 14/15, 15/16 and 16/17 SCERT accounts completed in November was submitted to AG following receipt of sign-offs and additional documentation from SCERT. A complete set of recommendations on how SCERT finances should be efficiently managed going forward has been submitted to SPD and Director SCERT. ISA has agreed to manage project related SCERT finances until new finance staff can be recruited by SCERT. • The on-line ANAR system developed for use by ISA and SCERT to plan and manage all aspects of the administration and finance of the programme started to be rolled out in the ISA office and shared with SCERT.
2	Challenges	<ul style="list-style-type: none"> • Getting proactive engagement of SCERT senior management and timely approval of proposed activity as agreed in ISA Action Plan • There is a severe shortage of staff within SCERT and DIETs. Need for urgent recruitment to enable SCERT to fulfil their core mandate. ISA will assume a proactive role in taking each area forward to mitigate these staff shortages but in the interests of sustainability we recommend that SCERT work with DRT to seek measures to recruit further staff at the earliest opportunity. • Office space and facilities allocated to the ISA team remain inadequate. During December the SCERT offices had no water for two weeks and cleaning staff went on strike as they had not been paid, leading to very dirty conditions of toilets and other areas. This represents a serious health risk. A detailed proposal for refurbishment was submitted to MD for approval on 22 September and again on 17 October. Although approval was given in November and the tender process is nearing completion, finalisation of this work cannot be expected before the end of the first quarter of 2018.

3	Support required	<ul style="list-style-type: none"> • Proactive engagement of SCERT senior management with ISA work including approval of key files in a timely fashion. • SCERT staff allocated by Director SCERT to work with ISA in carrying out actions defined in each Result Area • Expeditious refurbishment of office space for ISA within SCERT.
4	Plan for next month	<ul style="list-style-type: none"> • Continue developing SCERT website to make it fully functional ready for official launch. • Facilitate new schedule for ICT training for appropriate DIET staff by CIET Delhi • Run delayed Consultative workshops with Teacher Educators and teachers to corroborate the gaps and needs in ODL, CDP and ICT support identified during the field visits. (16-18 January) • Visioning workshop for ISA and SCERT staff to develop greater shared understanding of the programme and produce a Theory of Change model (30-31 January). • Rescheduled British Council workshop to familiarize ISA and SCERT personnel with on-line resources available for programme use in Bihar. 2nd half of January. • Training of 20 Master trainers in SMC module. • Plan Launch of ISA programme on a date to be agreed with WB and SCERT in early February • ISA to begin managing SCERT WB finances while their own staff are recruited. • Further implementation of and familiarization with on-line ANAR finance and administration Programme Management system. • Advice and guidelines given to BSEIDC on development of ERP system for finance, administration, HR and procurement
5	Risks	<ul style="list-style-type: none"> • Recruitment of new staff to SCERT and other TEIs may take a long time, weakening the effectiveness of the core capacity building remit of ISA and the overall outcome of the programme. • Weaknesses in current SCERT financial and general management capacity may lead to delays in programme implementation. • Inadequacies in procurement systems including limited bidder participation and lack of understanding of best ICT fit-for- purpose solutions may lead to poor procurement practice.

