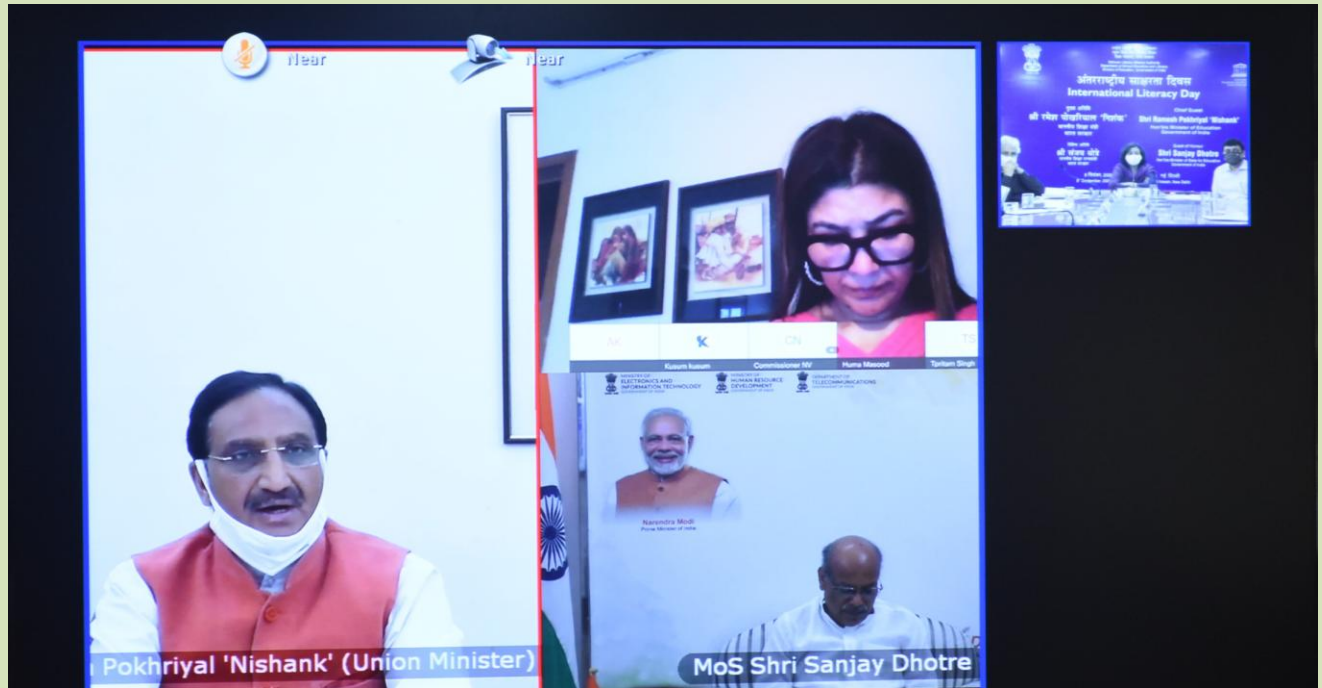


ANNUAL REPORT 2020-2021



**Directorate of Adult Education
National Literacy Mission Authority
Department of School Education and Literacy
Ministry of Education
Government of India**

ANNUAL REPORT

2020-2021

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Directorate of Adult Education

Directorate of Adult Education originated from National Fundamental Education Centre (NFEC), set up in the year 1956 by Govt. of India. Later, the Centre was renamed as Department of Adult Education and made part of the National Institute of Education under National Council of Educational Research & Training in 1961. With increased thrust of Government of India on adult literacy programmes, Department of Adult Education was separated from NCERT and given an independent identity in the year 1971. For sometime, it was known as Directorate of Non-Formal (Adult Education) and later renamed as Directorate of Adult Education.

Directorate of Adult Education is a subordinate office under the Department of School Education & Literacy, Ministry of Education, Govt. of India. It functions as National Resource Centre for adult education and literacy programmes in the country. It provides professional, academic and technical guidance for effective implementation of programmes launched under the aegis of National Literacy Mission Authority and monitors progress of the programmes implemented in the field through State Governments and other agencies.

The objectives and main functions of Directorate of Adult Education are as follows:

Objectives

- To serve as a national resource centre for adult education programme
- To advice the State Governments/Union Territories, Universities and Voluntary Organisations etc. engaged in the implementation of the Adult Education Programme
- To provide technical guidance and support in curriculum development, preparation of teaching learning materials, training of functionaries for Basic & Post literacy and follow up programmes
- To conduct monitoring, evaluation and research
- To act as documentation and information clearing house
- To undertake publicity and promotional work through electronic and other media to support adult education programme

Functions

- Academic and technical resource support to National Literacy Mission
- Organise training and orientation programmes
- Prepare guidelines for development of teaching-learning materials
- Develop proto-type teaching/learning materials, posters, etc for non-literates and neo-literates

- Evolve guidelines on evaluation of on-going programmes
- Provide media support through production of media materials and harnessing of all kinds of media i.e. electronic, print, traditional and folk media for furtherance of the objectives of National Literacy Mission
- Conduct external evaluations through social science research institutions and provide regular feedback to the NLMA about the findings of external evaluations
- Organize workshops/review meetings for the effective implementation of Adult Education Programme
- Coordinate, collaborate and network with agencies/institutions involved in implementation of adult literacy programmes in the States

UNITS

The Directorate operates through its specialized units. Each Unit has been assigned specific responsibility to plan and implement the literacy programmes. The units of DAE are as under:

1. Advertising & Publicity
2. Material Development
3. Monitoring
4. Research & Evaluation
5. Training
6. Publication
7. Official Language
8. Library
9. Administration and Accounts

Functions of Various Units

1. Advertisement and Publicity

Advertisement and Publicity unit plays a vital role in the advertisement and publicity of Media activities for the Adult Education programme. It produces audio-video programmes through professional media agencies on best practices, success stories and documentaries for motivation, mobilization and documentation. These spots and programmes are mounted on prime slots of National and Regional channels of Doordarshan and All India Radio. Print advertisements are also issued to promote adult literacy programmes in the country.

2. Material Development

The Material Development Unit is responsible for preparation of guidelines for material development for literacy and development of prototype materials for basic literacy and CE programme. DAE examine and approves the teaching and learning materials prepared by different agencies through Quality Assurance Committee. DAE also organizes workshops on material development to orient on the norms of developing basic and learning material for non-literates and neo-literates.

3. Monitoring

Quality Monitoring Unit plays an important role in collection and compilation of field data. Monitoring has been recognized as an essential tool for identification of the strengths and weaknesses of any scheme/programme and design to make the objectives operationally more realistic and to ensure its effective implementation. Monitoring Unit is presently monitoring implementation of Literacy Programme. DAE is responsible to conduct the National Level Learner Assessment Test through NIOS, MoE. Monitoring unit is also responsible to collect the Monitoring reports from States/ Consultants.

4. Research & Evaluation

This unit is mainly responsible for carrying out the action research with the help of external agencies like NGOs, Government institutions etc. The education experts undertake the research/ case studies on different topics like issues related to gender, caste (SC, ST, minorities) issues pertaining to tribal populations, technology, PRI (Panchayati Raj institutions), TLM etc.

Evaluation is an inbuilt component in the literacy programme. The Directorate has adopted stringent measures of the objectives evaluation of adult literacy programme. Evaluation unit conducts external evaluation through Professionals/ Agencies on different subjects from time to time and compile the same.

7. Training

Training Unit plays an important role in training and orientation of the field functionaries. Training Unit is responsible to develop training modules/materials for the functionaries working in the field of literacy. Seminars, workshops and capacity building programmes are organized for the officers of SLMAs and District Adult Education Officers.

8. Publication

Publication unit brings out various kinds of publications related to literacy and adult education. The materials published included success stories, policy books, statistical data, Annual Report, Newsletter etc.

9. Official Language (राजभाषा)

Official Language Unit of this Directorate works for ensuring implementation of the Official Language Policy of the Government of India. The Unit not only ensures maximum possible use of official language in correspondence but also arrange training of officials in the language. Directorate also organizes periodical seminars/ workshops on the Official Language policy. On the occasion of 'Hindi Pakhwada', competitions are organized among different levels of officials of this Directorate to encourage use of Hindi language in official work.

10. Library

Library of Directorate of Adult Education has collection of books of national and international publishers on adult education and related subjects. The Library also prepares catalogue of DAE publications and keeps it ready for reference purposes. The Library procures magazines and newspapers in different Indian languages for its users. It also preserves all the reports of different Units of DAE.

11. Administration and Accounts

The Administration and Accounts Unit attends to all the administrative and financial matters related to the personnel of Directorate of Adult Education. Provide administrative and financial support to various activities of the Directorate. The Unit handles all the administrative and financial matters with efficiency in a time bound manner.

The activities, as mentioned in this report, have been carried out by the Directorate under limitations of staff strength at senior levels.

Celebration of International Literacy Day- 2020

“Literacy is an accelerator of development enabling individuals to access and avail economic, political and social benefits” – Education Minister

The National level function to celebrate 54th International Literacy Day was organized by Ministry of Education on 8th September, 2020 through online mode. Shri Ramesh Pokhriyal ‘Nishank’, Union Minister of Education was the Chief Guest on this occasion.

Speaking on the occasion Shri Pokhriyal said that Literacy is the first step in every individual’s life in the endless journey of acquiring knowledge and enlightenment through formal ways. The Minister said that every human being in this civilized world has the right to be literate. It opens up new vistas of development of humanism where an individual can transform into a noble soul with dignity and self-respect. Literacy is an accelerator of development enabling individuals to access and avail economic, political and social benefits not only to empower themselves to lead a quality life, but also to contribute towards national and international development. In a broader perspective, literacy is a vital means to realize the goals of national progress, universal brotherhood and sustainable development.

The Minister further said International Literacy Day is an occasion for the nations all over the world to reaffirm their commitment and resolve to eradicate illiteracy. It is a moment to consolidate the gains made in the area of literacy, share and learn from National and International experiences, build cooperation among stakeholders, and raise public awareness about the significance of literacy.



The Minister informed that this year's International Literacy Day 2020 focuses on 'Literacy teaching and Learning in the COVID-19 crisis and beyond' especially on the role of educators and changing pedagogies. The theme highlights literacy learning in a lifelong learning perspective, and therefore, it mainly focuses on youths and adults. ILD, 2020 provides an opportunity to reflect on and discuss how innovative and effective pedagogies and teaching methodologies can be used in youth and adult literacy programmes to face the pandemic and beyond. Ministry of Education has made efforts for eradication of illiteracy in the country over the years resulting in achieving substantial progress towards improving access to adult education and learning but still India has a sizeable number of illiterates which have to be literate in attaining a target of achieving 100% literacy before the target year 2030.

Shri Pokhriyal called upon all stakeholders including State Governments, Civil Society Organizations, Corporate Bodies, intelligentsia and my fellow citizens to join hands in transforming India to a fully literate society making our country *Saakshar Bharat-Aatmanirbhar Bharat*.

Minister of State for Education, Shri Sanjay Dhotre was Guest of Honour on the occasion. While addressing the participants Shri Dhotre said that the Father of the Nation, Mahatma Gandhi once observed, **"Illiteracy is a sin and shame and must be eradicated"**. He further said that literacy can play an important role of empowering, transforming and improving quality of life of individuals as well as society, especially women and those belonging to disadvantaged groups of society. He added that there is an urgent need to focus attention ensuring that everyone is brought into the fold of literacy and formal education to catch up so



that we can move faster towards the national goal.

Shri Dhotre emphasized that literacy need not be viewed as an end in itself. This is particularly relevant to our country as large part of our population is under 35 years of age. This young population, entering into world of work without adequate levels of education and vocational skills will prevent us from taking full advantage of demographic dividend. We have to think how the youth can be brought into the ambit of education and lifelong learning. Shri Dhotre called upon all stakeholders to join hands and strive till the goal of transforming India into a literate and sustainable society is achieved. He wished all success to all the participating organizations in their endeavour to achieve total literacy.

The Message of Director General, UNESCO was read by UNESCO Representative on the occasion. Secretary, Department of School Education and Literacy Smt Anita Karwal and senior officials of the Ministry were also present on the occasion. International Literacy Day Celebration 2020 included a talk on ‘Literacy teaching and learning in the COVID-19 crisis and beyond’ by Prof. J.P. Dubey, Department of Adult, Continuing Education and Extension, University of Delhi to determine the future course of action which needs to be taken to eradicate scourge of illiteracy in the country. A documentary film on the journey of Adult Education was also screened on the occasion.

The following ‘Hashtags’ were trended on the International Literacy Day Celebrations:

- i) #Saakshar Bharat Aatmanirbhar Bharat
- ii) #Padhe Bharat Badhe Bharat
- iii) #Padhna Likhna Abhiyan

International Literacy Day was streamed live on 8th September, 2020 at 12.30 pm on the link: <https://webcast.gov.in/mhrd>

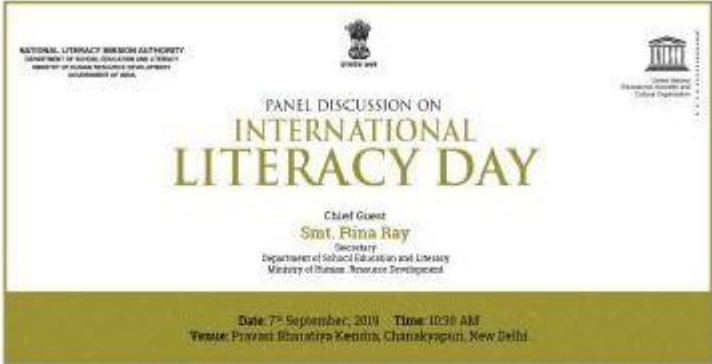
Keeping in view the unprecedented Pandemic condition of Covid19, maximum of 20 persons including dignitaries’ senior officials of Ministry of Education attended the function. Whereas the Head of Autonomous Organizations, Department of Education or their representatives and CEOs of voluntary organizations attended the function virtually through video conferencing mode. More than 500 stakeholders across the country attended the function virtually through webcasting/ YouTube live streaming hoping that they will disseminate the message of Literacy with a Mission Mode for Eradication of Illiteracy in transforming India to a fully literate ‘Aatmanirbhar Bharat’.

Publication


Publication Unit has been publishing bilingual newsletter entitled “DAE Newsletter” giving brief account of DAE activities and the efforts of different stakeholders at national, state and district level in achieving the goal of literacy.

Annual report of DAE has been brought out for the financial year 2019-20.

**ANNUAL REPORT
2019-2020**



Date: 7th September, 2019 - Time: 10:30 AM
Venue: Pravara Bhawan, Chanakya Park, New Delhi



**Directorate of Adult Education
National Literacy Mission Authority
Department of School Education and Literacy
Ministry of Human Resource Development
Government of India**

राजभाषा

प्रौढ़ शिक्षा निदेशालय में भारत सरकार की राजभाषा नीति का पूर्ण रूप से कार्यान्वयन किया जा रहा है। निदेशालय द्वारा अंग्रेजी में जारी आदेशों को हिन्दी अनुवाद कर जारी किए जाता है। अंतर्राष्ट्रीय साक्षरता दिवस के अवसर पर जारी विभिन्न प्रकाशन सामग्री का हिन्दी अनुवाद कर उन्हें द्विभाषी रूप में जारी किए जाते हैं। इसके अतिरिक्त निदेशालय द्वारा तैयार की गई अन्य प्रकाशन सामग्री, दिशा-निर्देशिका, नीति और नियमपुस्तिका आदि भी द्विभाषी जारी किए जाते हैं। इसमें अंग्रेजी से हिन्दी अनुवाद, उनका पुनरीक्षण, उनका मिलान, स्पष्टता की जांच, स्वच्छ टाइपिंग आदि सम्मिलित हैं।

हिन्दी एकक द्वारा वर्ष 2020-21 के दौरान हिन्दी के प्रगामी प्रयोग की दिशा में किए गए कार्यों का विवरण इस प्रकार है:-

- गृह मंत्रालय, राजभाषा विभाग, भारत सरकार द्वारा राजभाषा नीति के कार्यान्वयन हेतु जारी वार्षिक कार्यक्रम प्रौढ़ शिक्षा निदेशालय के प्रत्येक अधिकारी और कर्मचारी को उपलब्ध कराया गया तदनुसार निदेशक, प्रौढ़ शिक्षा निदेशालय के द्वारा सभी अधिकारियों एवं कर्मचारियों को आवश्यक निर्देश जारी करते हुए आग्रह किया गया कि वे निर्धारित लक्ष्यों को प्राप्त करने का प्रयास करें।
- निदेशालय में सभी अधिकारियों/कर्मचारियों को हिन्दी भाषा का कार्यसाधक ज्ञान है। वे हिन्दी भाषा में कार्य करने में सक्षम हैं और सभी अधिकारी/कर्मचारी यथा सम्भव हिन्दी भाषा में अपना कार्य कर रहे हैं।
- हिन्दी एकक द्वारा नियमानुसार प्रत्येक तिमाही एवं छमाही में हिन्दी के कार्य की प्रगति रिपोर्ट तैयार करके समय पर मंत्रालय को भेजी गई। मंत्रालय से प्राप्त सुझावों से सभी अधिकारियों/कर्मचारियों को अवगत कराया गया और मंत्रालय द्वारा उल्लिखित कमियों को दूर करने के प्रयास किए गए।
- इस वर्ष निदेशालय में अधिकारियों और कर्मचारियों में हिन्दी में काम करने के प्रति झिझक को दूर करने के लिए एक कार्यशाला का आयोजन किया गया। जिसमें लगभग 20 अधिकारियों और कर्मचारियों ने भाग लिया। इस कार्यशाला में राजभाषा विभाग के वरिष्ठ प्रवक्ता को व्याख्यान के लिए बुलाया गया।
- निदेशालय के पुस्तकालय में लक्ष्य तथा आवश्यकतानुसार हिन्दी पुस्तकों, समाचार पत्रों और पत्रिकाओं का क्रय सुनिश्चित करने के लिए आवश्यक कदम उठाए गए।
- निदेशालय के प्रत्येक एकक में व्यक्तिगत रूप से संपर्क करके हिन्दी में कार्य करने में आ रही बाधाओं को दूर करने के लिए आवश्यक सहयोग दिया गया।
- निदेशालय में हिन्दी में कार्य करने के लिए जांच-बिन्दु निर्धारित किए गए और प्रत्येक अधिकारी को उत्तरदायित्व सौंपा गया कि वह राजभाषा नियमों का अनुपालन सुनिश्चित करे।
- 8 सितम्बर, 2020 को आयोजित अंतर्राष्ट्रीय साक्षरता दिवस समारोह के लिए सभी प्रकार की प्रकाशन सामग्री/विज्ञापन आदि का हिन्दी अनुवाद किया गया और यह सुनिश्चित किया गया कि उसका प्रकाशन द्विभाषी रूप में ही हो।
- राजभाषा विभाग के निर्देशों के अनुपालन के क्रम में तथा अधिकारियों/कर्मचारियों को हिन्दी में कार्य करने के लिए प्रोत्साहित करने के उद्देश्य से दिनांक 16 सितम्बर 2020 से 30 सितम्बर 2020 तक हिन्दी पखवाड़े का आयोजन किया गया।

हिंदी पखवाड़ा

प्रौढ़ शिक्षा निदेशालय, स्कूल शिक्षा एवं साक्षरता विभाग, शिक्षा मंत्रालय में राजभाषा नीति के प्रगामी प्रयोग को बढ़ावा देने के उद्देश्य से निदेशालय में 16–30 सितंबर, 2020 को हिंदी पखवाड़े का आयोजन किया गया। दिनांक 16 सितंबर, 2020 को निदेशक महोदय के संदेश से इसकी शुरुआत की गई।

इस दौरान 22 सितंबर, 2020 को हिंदी भाषा में सुलेख प्रतियोगिता का आयोजन किया गया। निदेशालय के सम्मेलन कक्ष में 24 सितंबर, 2020 को हिंदी कार्यशाला का आयोजन किया गया। कार्यशाला में श्री जगत सिंह, पूर्व सहायक निदेशक (रा.भा.) को अतिथि वक्ता के रूप में आमंत्रित किया गया। अतिथि वक्ता ने आलेखन एवं टिप्पण विषय पर चर्चा करते हुए अधिकारियों एवं कर्मचारियों का ज्ञानवर्द्धन किया।



Anti-Terrorism Day 2020 Observed

The 'Anti-Terrorism Day, 2020' was observed on 21st of May, 2020 by Directorate of Adult Education with the objective to wean the youth from terrorism and cult of violence. In order to spread message of humanity, uphold and promote peace, unity and social harmony among the people, anti-terrorism/ violence pledge was taken by the staffs of DAE. Keeping in view of the ongoing COVID-19 pandemic and adhere to social distancing guidelines, the Officers/ Staff of DAE took anti-terrorism pledge in their respective rooms/office.

Visit of Joint Secretary to DAE

Shri Vipin Kumar, Joint Secretary, School Education & Literacy, Ministry of Education and Director General, National Literacy Mission Authority visited the Directorate of Adult Education on 9th of July 2020 after assuming the charge. Previously he was posted as Resident Commissioner, Government of Bihar at New Delhi. During his visit he discussed in details about the infrastructure and the functioning of the institutions. He also interacted with the staffs and checked their workplaces and the DAE premises.



Workshop on ‘Sample survey of achievement levels and assessment areas’

A two day preparatory workshop from 24th to 25th March, 2021 was conducted at DAE conference Hall. The workshop was attended by the SCERT nominated participants namely Ms. Sunita Bhatt, Assistant Director, SCERT Uttarakhand; Dr. Rakesh Chandra Gairola, SCERT Uttarakhand; Vinesh Kumar Saini, Head Teacher, Upper Primary Model School Ruhalki Bhagwanpur, Hardwar; Sudhir Kumar Saini, Head Teacher, Upper Primary School, Piran Kaliyar, Roorkee; Ms Poonam Sharma, Harishchandra Girls Inter College, Rishikesh; Prof. Rajesh, Department of Adult and Continuing Education and Extension (DACEE), University of Delhi; Nitish Anand (Research Scholar) Letginlen DOUNGEL (Research Scholar) DACEE, University of Delhi; Dr. Satya Bhushan, Faculty NCERT and AE Bureau officials. During the workshop process/ method of survey tools, techniques, selection of sample units for data collection, etc. were discussed extensively which may be used during sample survey.



Workshop for Development of the Templates/ TLM/ workbooks

A one day workshop for the development of the workbooks/ templates/ TLM relating to the newly developed primer by the NCERT was organized on 26th March 2021 in conference hall of DAE. Dr. S. B. Joshi, Director, DAE; Dr. Shubhankar Mishra, Joint Director, DAE; Dr. Rakesh Chandra Gairola, SCERT Uttarakhand; Ms Poonam Sharma, Harishchandra Girls Inter College, Rishikesh; Nitish Anand (Research Scholar) Letginlen DOUNGEL (Research Scholar) Department of Adult and Continuing Education and Extension (DACEE), University of Delhi attended the conference. All the participants took their topic of interest to make the templates which may be used during the Teaching learning process.



Library

DAE Library has a collection of around 15978 books in English & Hindi languages on various subjects, especially adult education and literacy. It also procures daily newspapers in Hindi, English and some regional languages apart from popular periodicals and journals. It is functioning as a centre for dissemination of knowledge and information, especially in the field of adult education, literacy and women empowerment. Apart from Reading Room, it also has reference section. Research scholars and writers frequently visit the library to consult reference books, encyclopaedia etc. Break-up of reading materials available in the library are as under:

Sl No.	Reading Material	Number
1.	Books/ ISBN Books	14053
2.	Reference Books	834
3.	DAE Publications	322
4.	UNESCO Report (UNESCO, SRCs & JSS) & Journals	699
5.	Prashasnik Shabdawali (Hindi-English & English- Hindi) Devnagri lipi Tatha Hindi Vartani Ka Manakikaran	70
6.	CDs/ DVDs	24

Administration and Accounts

A. ADMINISTRATION

The status of staff position as on 31.03.2021 include Group A (2), Group B (6) and Group C (13). Detail position of the same is as follows:

Group "A" (Gazetted)

S. No.	Name of the Post	Name of the Officials	Status as on 31 st of March 2020	Remarks (If any)
1.	Director	Dr. S. B. Joshi	-	Joined on 08.12.2020
2.	Joint Director	Dr. Shubhankar Mishra	-	-
3.	Joint Director	-	Vacant	-
4.	Joint Director	-	Vacant	-
5.	Deputy Director	-	Vacant	-
6.	Deputy Director	-	Vacant	-
7.	Deputy Director	-	Vacant	-
8.	Deputy Director (A)	-	Vacant	-
9.	Assistant Director	-	Vacant	-
10.	Assistant Director	-	Vacant	-
11.	Assistant Director	-	Vacant	-
12.	Assistant Director (OL)	-	Vacant	-
13.	Assistant Director (Pub)	-	Vacant	-

Group "B" (Gazetted)

14.	Junior Admn. Officer	-	Vacant	-
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Group “B” (Non Gazetted)

S. No.	Name of the Post	Name of the Officials	Status as on 31st of March 2021	Remarks (If any)
15.	Superintendent	-	Vacant	-
16.	Stenographer Gr. I	Smt. Veena Rajpal	-	-
17.	Stenographer Gr. I	-	Vacant	-
18.	Stenographer Gr. I	Smt. Anita Rani Khanagwal	-	-
19.	Stenographer Gr. I	Shri P.R. Biswas	-	-
20.	Stenographer Gr. I	Smt. Rajni	-	-
21.	Stenographer Gr. I	-	Vacant	-
22.	Stenographer Gr. I	-	Vacant	-
23.	Stenographer Gr. I	-	Vacant	-
24.	Stenographer Gr. I	-	Vacant	-
25.	Stenographer Gr. I	-	Vacant	-
26.	Jr. Translator	-	Vacant	-
27.	Sr. Audio Visual Assistant	-	Vacant	-
28.	Library & Information Assistant	-	Vacant	-
29.	Sr. Technical Assistant	Shri Saurabh Yadav	-	-
30.	Sr. Technical Assistant	Shri Bhupen Roka	-	-
31.	Sr. Technical Assistant	-	Vacant	-
32.	Sr. Technical Assistant	-	Vacant	-
33.	Sr. Technical Assistant	-	Vacant	-
34.	Sr. Technical Assistant	-	Vacant	-

Group “C”

35.	Stenographer Gr. II	Shri Sunil Kumar	-	-
36.	Stenographer Gr. II	Smt. Sunita Bedi	Vacant	Retired on 31.12.2020
37.	Stenographer Gr. II	Smt. Saroj Bala	-	-
38.	UDC	-	Vacant	-
39.	UDC	Shri Amardeep	-	-
40.	UDC	Shri Roopesh Kumar	Vacant	Resigned on 10.11.2020
41.	UDC	-	Vacant	-
42.	UDC	-	Vacant	-
43.	LDC	Shri Khayali Ram	-	-
44.	LDC	-	Vacant	-
45.	LDC	-	Vacant	-
46.	Library Clerk	-	Vacant	-
47.	DTP Operator	Sh. Sushil Kumar Sharma	-	-
48.	Driver Gr. II	-	Vacant	-
49.	Driver	-	Vacant	-
50.	Driver	-	Vacant	-

Group “C” MTS

51.	MTS	Shri Chhedi Mehto	-	-
52.	MTS	Shri Veersen Singh	-	-
53.	MTS	Shri Raj Kumar	-	-
54.	MTS	Shri Braham Prakash	-	-
55.	MTS	Shri Shiv Dutt Bhatt	-	-
56.	MTS	Shri Amar Singh	-	-
57.	MTS	Shri Ram Phal	-	-
58.	MTS	Shri Anang Pal	-	-
59.	MTS	-	Vacant	-
60.	MTS	-	Vacant	-
61.	MTS	-	Vacant	-
62.	MTS	-	Vacant	-
63.	MTS	-	Vacant	-
64.	Sr. Library Attendant	-	Vacant	-

B. ACCOUNTS

Accounts Section supports all works pertain to expenditure incurred in the Planed schemes and maintains expenditure detail properly. Detail of expenditure incurred during financial year 2020-21 is given below

Directorate of Adult Education Expenditure Statement for the financial year 2020-21

(Rupees in thousands)

	Budget Estimate 2020-21	Expenditure As on 31/03/2021	Balance
Major Head-General Education -2202			
Sub-Major Head- Adult Education-04			
Minor Head-Direction & Administration-001			
Sub-Head-Directorate of Adult Education-01			
01.00.01-Salaries	28000	17903	10097
01.00.02-Wages	900	551	349
01.00.03-Over Time Allowance	100	0	100
01.00.06-Medical Treatment	500	337	163
01.00.11-Domestic Travel Expenses	400	151	249
01.00.13-Office Expenses	3100	2917	183
01.00.16-Publication	400	25	375
01.00.20 - Other Administrative Expenditure	3500	122	3378
01.00.26 - Advertising & Publicity	12900	0	12900
01.00.50-Other Charges	200	85	115
Total	50000	22091	27909