

List of Materials/Documents for organizing Regional ToT on Revised MIS in ICDS Participants: 50

I: Training Kit (per trainee) – 60 nos.

1. Bag-1
2. Plastic Folder-1
3. Pen-1
4. Pencil-2
5. Sharpner-2
6. Eraser-2
7. Spiral Note Book (medium size)-1
8. Highlighter-1

II: Documents (Softcopies to be provided by MWCD)

Sl. No.	Name of the document	Language, no. of pages	Instructions for photocopying and binding/stapling	No. of copies required
A. Training Materials				
A.1	GoI 28 March 2012 guidelines on introduction of revised MIS	English, 6 pages	A4 size, both sides printing, corner stapled	60
A.2	GoI 28 Aug 2012 guidelines on induction training on revised MIS + Letter from Joint Secretary	English, 22 pages	A4 size, both sides printing, corner stapled	60
A.3	Revised AWC Register Formats - 11 Registers	English, Hindi 39 pages (A3) 11 cover pages (A4) 1 set= 50 pages	<ul style="list-style-type: none"> • Print formats in A3 size, single side printing, • Print cover pages in A4 size • Corner stapled each register format separately along with cover page 	10 sets in English 50 Sets in Hindi
A.4	Tools for AWWs	English 8 pages (A3) 1 page (A4) 1 Set=9 pages	Print cover page in A4 A3 size, both sides printing, side stapled	60
A.5	Data Transfer Sheet	English, Hindi 4 pages (A3)	A3 size Single side printing corner stapled	English – 10 Hindi – 50
A.6	AWC MPR and ASR	English, Hindi MPR 10 pages ASR 6 pages	A4 size, both sides printing corner stapled	English – 10 Hindi – 50
A.7	Project MPR and ASR	English, Hindi MPR 9 pages ASR 6 pages	A4 size, both sides printing corner stapled	English – 10 Hindi – 50
A.8	Facilitators' Manual	English 204 pages Hindi 194 pages	A4 size, both sides printing, spiral bound	English – 10 Hindi – 50
A.9	Demo Data Sheets (12 formats)	English, 12 pages	A3 size, single side, Staple all sheets in	60 sets

Sl. No.	Name of the document	Language, no. of pages	Instructions for photocopying and binding/stapling	No. of copies required
			sequence (Format codes- F31a-2 sheets, F32a-2 sheets, F33a-2 sheets, F41a-2 sheets, F5-1 sheet, F61-1 sheet, F81-1 sheet, F11- 1 sheet)	
A.10	Dummy Data Sheets (Register-1)	English, 22 Sheets	A3 size, single side printing Corner stapled	60 sets
A.11	Demo Social Map	Hindi, 1 page	A3 size	20
B.	Other Documents/Materials			
B.1	Programme Schedule	English, 2 pages	A4 size, both sides printing, stapled,	60
B.2	Registration Form	English, 1 page	A4 size	60
B.3	Daily Attendance Sheet	English	A4 size	1
B.4	Participants Feedback Form	English, 2 pages	A4 size, both sides printing, corner stapled	60
B.5	Flex Sheets for some selected Registers (1 each)	English		

III. Stationeries for the programme

1. Sketch Pen- 5 sets
2. White Board Markers- 6 nos (black, blue, red)
3. Paper Markers- 2 sets
1. Cello Tape- Brown and transparent -5
2. Board Pins – 2 packets
3. Plain papers- 2 bundles
4. CDs – 50
5. Scissors -2
6. Paper cutter -2

IV. Other arrangements

1. Banner (2) – One for classroom as backdrop and one for outside as standee (draft template attached)
2. White Board with stand
3. Laptop (2)
4. LCD Projector
5. Printer