

GOVERNMENT OF ASSAM  
SOCIAL WELFARE DEPT.  
DISPUR, GUWAHATI  
ORDER BY THE GOVERNOR  
**NOTIFICATION**

Dated Dispur, the 26<sup>th</sup> May, 2011.

No. WD 141/2011/6, This is for general information for all concerned that the timings for Anganwadi Centres with permanent buildings and Anganwadi Centres in Club Building/premises etc. under the ICDS scheme in the State of Assam as per guidelines of Govt. of India have been fixed as shown below for maintaining the uniformity of time schedule for daily activities as well as periodic activities by the Anganwadi Centres with immediate effect and until further order:-

**Time Schedule for Daily Activities at Anganwadi Centres**

Time	Daily Activities
8.00 A.M to 8.30 A.M	➤ Welcome, prayer, checking of personal hygiene ➤ Serving morning snacks
8.30 A.M to 10.30 A.M	➤ Non formal pre-school Education (Details of Pre-school education (PSE) Schedule is given separately).
10.00 A.M to 11.00 A.M	➤ Treatment of common Childhood illness/ ailments and referral. ➤ Preparation of supplementary Nutrition.
11.00 A.M to 11.30 A.M	➤ Serving supplementary Nutrition. ➤ After serving food, children are to be sent back.
11.30 A.M to 12.00 Noon	➤ Filling up of records & registers.
12.00 Noon to 12.30 P.M	➤ Making 2/3 home visits.

Anganwadi Workers and Helpers should reach Anganwadi Centres daily before time for cleaning of the Anganwadi; arranging drinking water; making arrangement for PSE activities and cooking supplementary food etc.\*

**Time schedule for periodic Activities**

- ❖ Health check up of Children and mothers.
- ❖ Immunization, As per schedule;
- ❖ Weighing Children and growth monitoring; once in a month;
- ❖ Observation of village Health and Nutrition Day (VHND); once in every month;
- ❖ Organizing Health and Nutrition Education Services; once in every week except in the week when VHND is observed.
- ❖ Distribution of Vitamin A, Iron Folic Acid Tablets, Deworming Tablets etc.
- ❖ Delivery of take Home Ration (THR)
- ❖ Organizing Anganwadi Centre management Committee meetings.
- ❖ Preparing Monthly Progress Report(MPR)
- ❖ Attending monthly circle meetings.
- ❖ Updating Family Survey Register.

\* **VHND** shall be observed on one Wednesday every month. On that day supplementary food shall be served at 10.30 A.M VHND activities shall be arranged by the AWW in consultation with the ANMs & ASHAs.

**Note:** The Anganwadi Centres which are covered under SSA shall adjust their time schedule in consultation with the Head master of the concerned Primary School.



# Pre-School Education Schedule

	Time
Welcome, Snacks, Free Coffee	30 mins.
Cognitive activities in small and large group.	10 mins
Physical activities/ Outdoor play.	20 mins
Art activities/ clay modeling/ sand/ water games/ drama/ dance/ puppet play/ story/ science activities.	15 mins
Language Activities in large group-Rhymes/Action songs/ Alphabets and Number and Pictures/ chart Reading/ story telling.	20 mins
	5 mins.
Total hours	2 hours

**Note:-** Pre-school education should be conducted through the theme based activities (theme approach) to make pre-school activities lively and attractive. Themes should be changed every month.

Furthermore, the Anganwadi Centres functioning from school buildings and having no separate rooms to conduct Anganwadi activities after 9.00 A.M., the following schedule to be followed:-

Time	Activities
7.00 A.M to 8.30 A.M	➤ Normal activities like other AWCs.
8.30 A.M to 9.00 A.M	➤ Supplementary nutrition shall be served.
9.00 A.M. to 10.00 A.M	➤ Outdoor pre-school activities.

**Note:-** The total duration of pre-school activities will remain as 2½ hours.

Sd/-

Commissioner & Secretary to the Govt. of Assam.  
Social Welfare Department, Dispur.

Memo No.SWD.141/2011/5-A,  
Copy to:-

Dated Dispur, the 26<sup>th</sup> May, 2011.

1. The Joint Secretary, Shastri Bhawan, New Delhi-110001, for information.
2. The Principal Secretary to the Hon'ble Chief Minister, Assam, Dispur, Guwahati-6.
3. The S.O. to the Chief Secretary, Assam, Dispur, Guwahati-6.
4. The Principal Secretary to the Govt. of Assam, P & RD, Dispur, Guwahati-6.
5. The Commissioner & Secretary to the Govt. of Assam, Elementary Education Deptt., Dispur.
6. The Commissioner & Secretary to the Govt. of Assam, Health & Family Welfare Deptt., Dispur.
7. The Mission Director, Sarba Siksha Abhijan, Kahilipara.
8. The Director, Social Welfare, Assam, Uzanbazar, Guwahati-1. He is requested to ensure that the notification for the time schedule is circulated amongst all the District