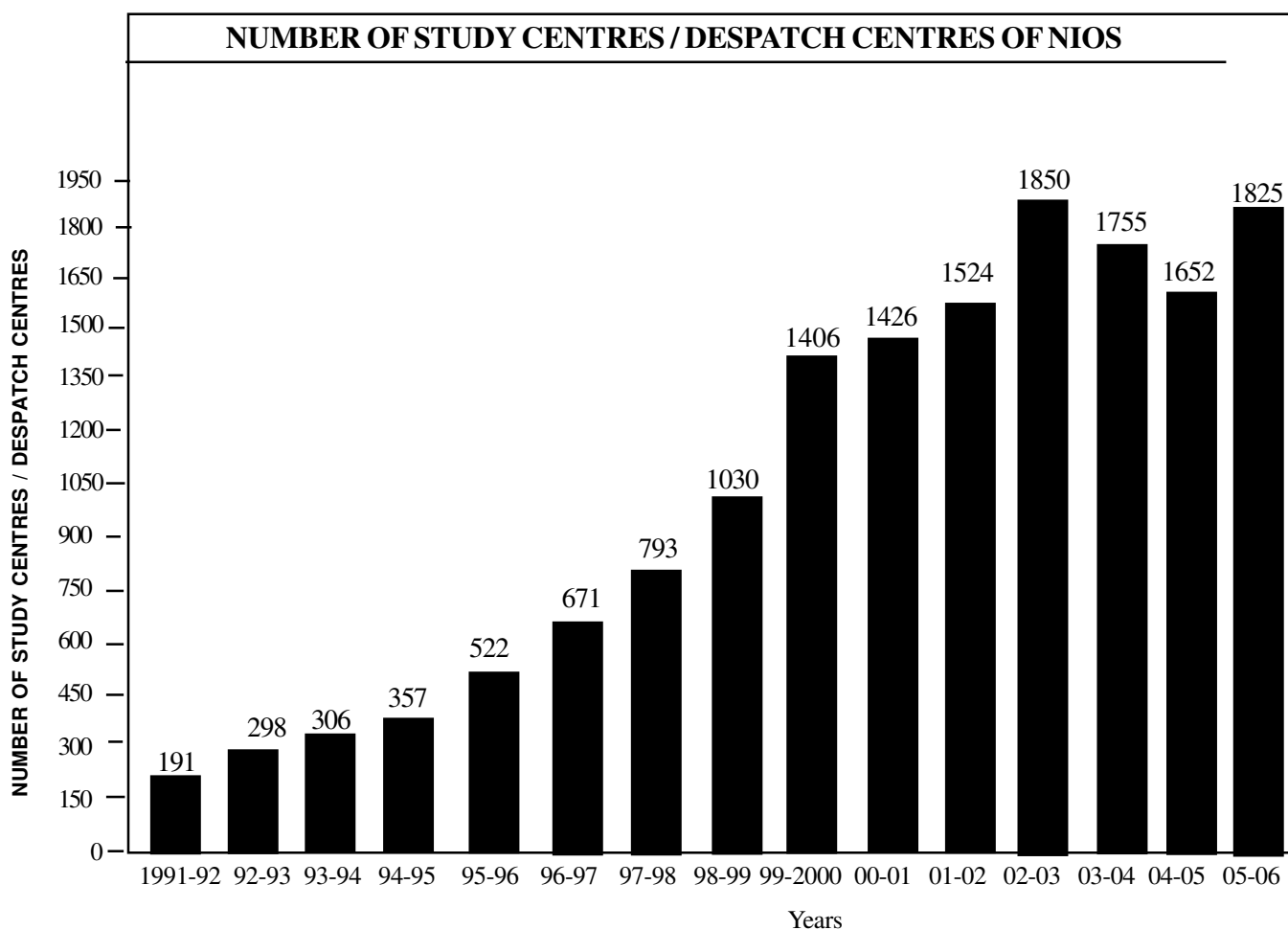


Since most of the students enrolled with NIOS, particularly those hailing from rural areas, belong to poor and backward classes, the cost of printed books is kept low as a part of the wider social objective (to keep the cost of printed material as cheap as possible). With this social objective in mind, only the actual cost of printed material is charged from the students and this cost is included in the total charges recovered from students at the time of admission. This, in a way, is to supply printed material to students at highly subsidized rates.

When millions of Books with hundreds of titles are required to be warehoused and distributed throughout the country to reach the students in time, it becomes a challenging task involving meticulous planning, adequate warehousing space, proper stock arrangements, packing and transporting under tight schedule so as to run the system efficiently.

The main aim to NIOS is to serve the people at large. NIOS makes sure that study materials are supplied to learners at the time of Admissions or immediately after the admissions are over. To achieve this target, NIOS utilizes the services of efficient, reliable and professional mailer/transporter for despatch of NIOS study materials all over the country. The mailer/transporter is selected through proper tenders and taking all related matters into consideration.

The details of the number of Accredited Institutions/ Despatch Centres are given in the Chart above.



The study materials printed for students are for the following levels.

- Open Basic Education books— This material is generally printed in four colours so as to make it catchy for the students.
- Books for Secondary Courses
- Books for Senior Secondary Courses
- Books for Vocational Education Courses

During the year, printing of despatches in Bengali, Gujarati, Urdu and Marathi was also undertaken.

Besides printing of books, the printing of the following important documents was also undertaken during the year :

- Almanac for the year 2005.
- NIOS Prospectus in Hindi, English, Marathi, Urdu, Gujarati, Bengali and Telugu for the year 2005-06.
- Various Reports of National and International Seminars and Conferences etc.
- NIOS at a Glance 2005
- Annual Report

Various Reports, Prospectus, Annual Account and Annual Report of NIOS and other important documents were got typeset in the DTP Unit of NIOS. Other miscellaneous items of various constituents of NIOS were also got typeset in the DTP unit.

Material Distribution

The success of open and distance learning (ODL) programme largely depends on timely supply of instructional materials to the students to enable them to learn at their own pace. The instructional materials are provided to the students. The students of Secondary Courses now get the instructional materials duly packed in polythene for each subject. However, the number of despatches vary in cases of Vocational Courses and Life Enrichment Programmes.

The study material is made available to the students through the Accredited Institutions. The material was supplied to them in bulk at their door steps through road transport. In certain special cases, the study material was sent directly to the enrolled students.

MATERIAL PRODUCTION AND DISTRIBUTION

Material Production

NIOS is one of the biggest Government Publishing House in India. Printing of lakhs of copies of several hundred books developed by NIOS for its courses of study and their distribution throughout the country to reach the students in time is a challenging task involving meticulous planning and organization which inter alia include timely printing of material, adequate warehousing, proper stocking arrangements, packing and transportation within a tight schedule. It may be stated that printed instructional material written in self-learning style is the main source of learning for learners of NIOS.

About NIOS Publications

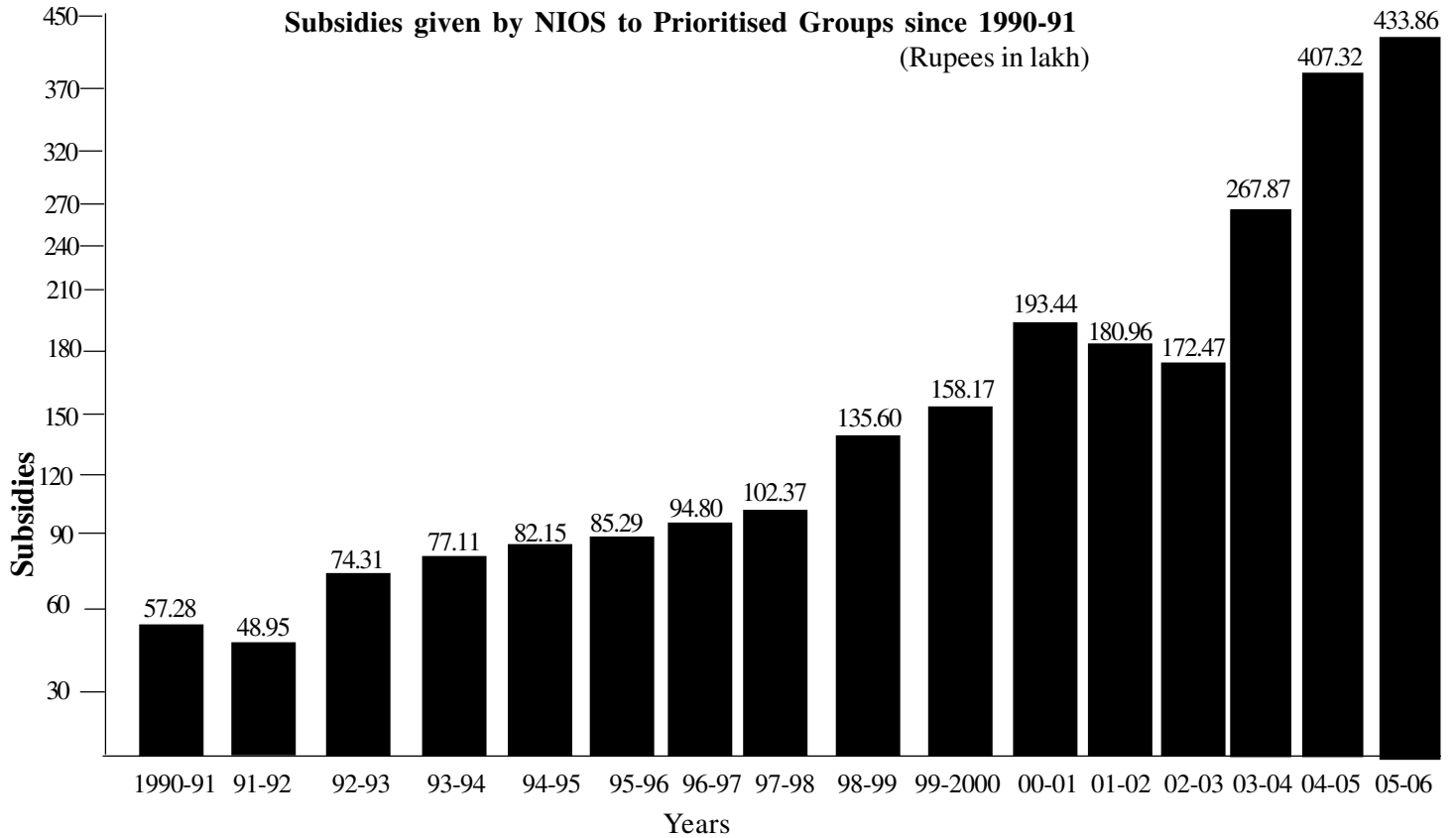
NIOS prints learning materials of different courses in different mediums. Majority of the subjects are in 2 to 3 parts. NIOS books are students friendly and self explanatory in approach. During the year 2005-06, NIOS printed around 52 lakh copies (combined despatches) of secondary and senior secondary level study materials in Hindi, English, Telugu, Marathi and Urdu and more than five lakh copies of English, Hindi, Urdu, Marathi, Telugu, Gujarati and Vocational Education Prospectus. In addition, NIOS printed and supplied study materials for the students of the Haryana State Open School and the Rajasthan State Open School.

The expenditure incurred on paper and printing of the instructional material during 2005-06 was approximately Rs. 12.17 crore.

Some of the unique features of NIOS publications meant for students are as under :

- Unique layout - in A4 size - following International standardization of sizes.
- Using 12 Pt. bolder type for text and leaving enough white space so as to make the reading catchy.
- Using Graphics in between the text to make the reading catchy.
- Using 60 G.S.M. — NIOS Water mark paper for printing of text and 180 GSM Pulp Board (MG) for printing of cover pages of the Books.
- Different Cover Designs for different subjects.
- Perfect binding and side stitching of books.
- Polethene packing of books to avoid any damage during transportation.

The rate of subsidy ranged between Rs. 75 to Rs. 300 per student depending on the courses of study and gender. A diagrammatic presentation of year-wise subsidies given from 1990-91 to 2005-06 is as follows :



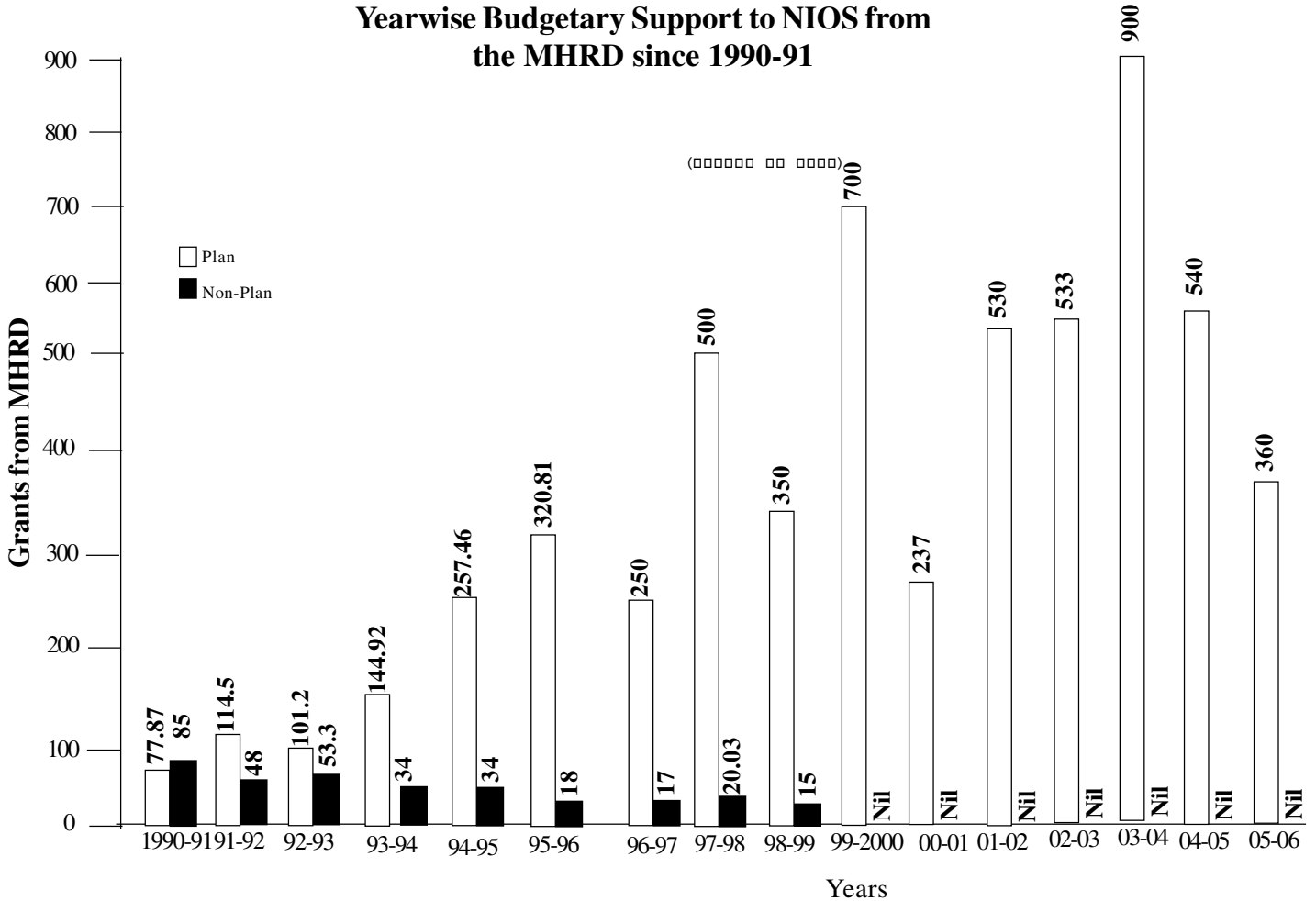
During the year 2005-06:

- Efficient management of working capital was effected with the help of cash flow and fund flow statement.
- Effective control was exercised on fixed assets by way of preparing fixed assets schedule in proper proforma.
- Activities in respect of reconciliation of admission, examination, and miscellaneous fee have been initiated in all the Regional Centres of NIOS.
- The annual accounts of NIOS were prepared in uniform format as applicable to all central autonomous bodies and prescribed by the Ministry of Finance, Government of India.
- The computerisation of Accounts in all the Regional Centres of NIOS was undertaken.
- The audit of accounts of NIOS for the years 2004-05 was got conducted for DGCAR
- Audit certificate of annual accounts for the year 2004-2005 was obtained and sent for laying in the Parliament.
- Annual Account of the year 2001-2002 and 2002-2003 were got approved from EB & GB and were sent to Govt. for laying in the Parliament.

Budgetary Support to NIOS

The budgetary support to NIOS from the MHRD since 1990-91 is depicted below :

Yearwise Budgetary Support to NIOS from the MHRD since 1990-91



(From the year 1999-2000, the NIOS has been receiving the Budgetary support under 'Plan' only.)

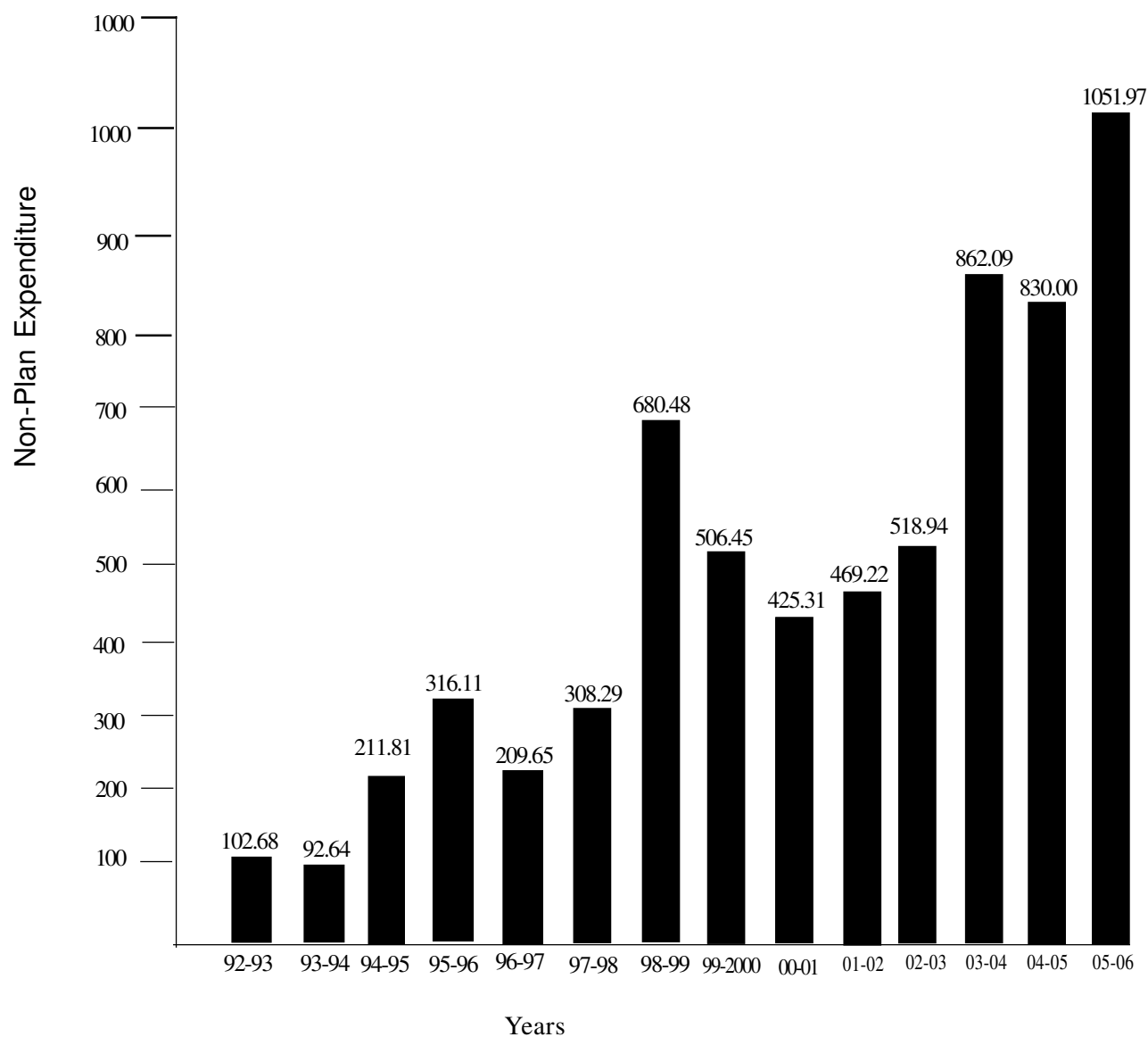
Fee Concession to Prioritized Groups

During 2005-06, subsidy aggregating to Rs. 433.86 lakh was given in the form of concessions in admission fee to the students belonging to weaker sections of society comprising women, scheduled castes, scheduled tribes, ex-servicemen and handicapped. This subsidy was solely met from NIOS generated funds. The number of beneficiaries availing subsidy during the year was 1,19,669 SCs; 37875 STs; 18407 Ex-Servicemen; 343 Handicapped; 1983 Women; 61,061 (excluding SC/ST, Women).

A diagrammatic presentation of Plan Expenditure of NIOS from the year 1992-93 onwards is as follows

NIOS Plan Expenditure (1992-93 onwards)

(□□□□□□ □□ □□□□)

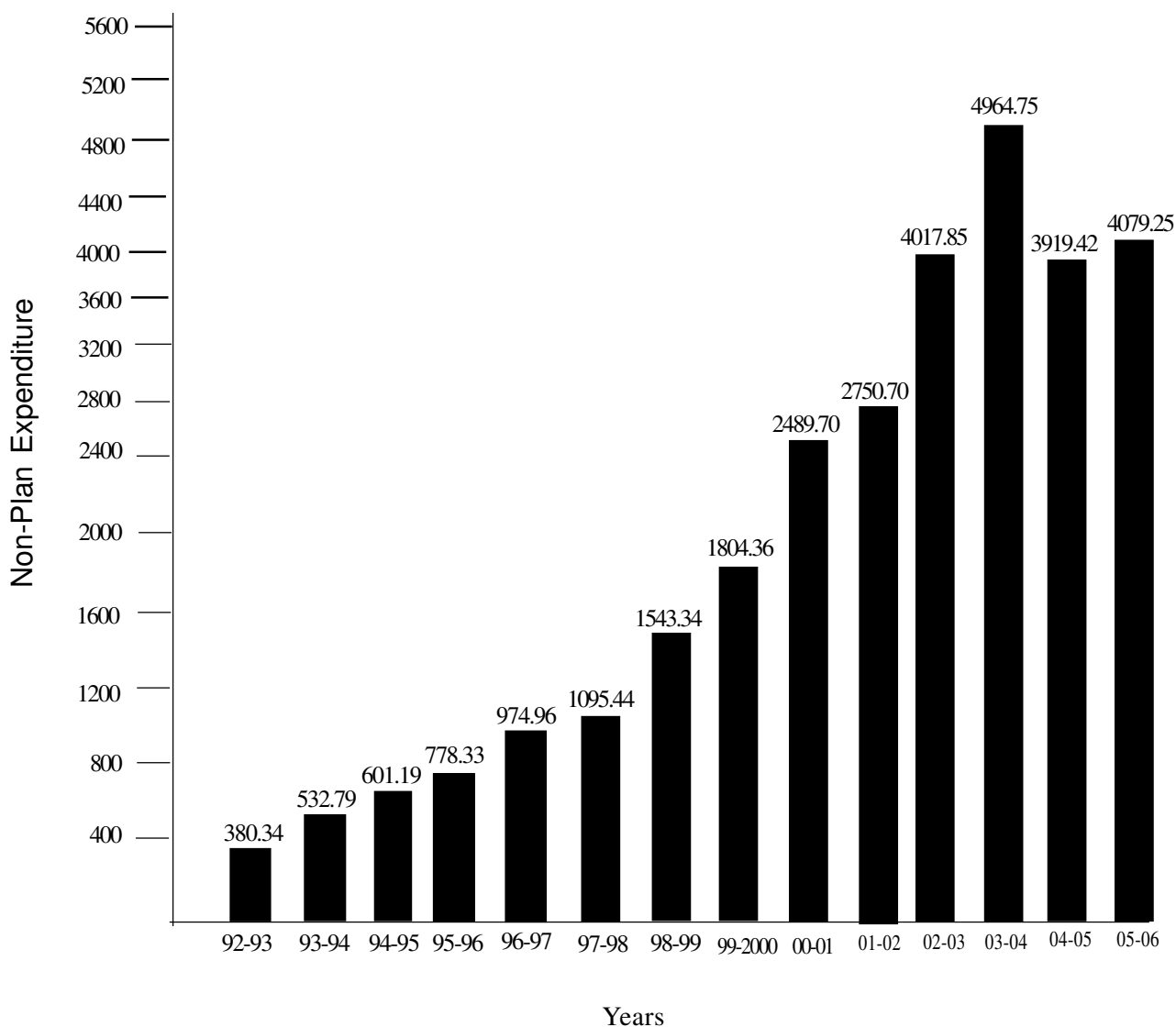


Expenditure

The Non-Plan expenditure during the year 2005-06 was Rs. 4079.25 lakh as compared to Rs. 3919.42 lakh during previous year. The Plan expenditure during the year 2005-06 was Rs. 1051.97 lakh as compared to Rs. 830.00 lakh during previous year. A diagrammatic presentation of the NIOS Non-Plan expenditure from 1992-93 onwards is as follows :

NIOS Non-Plan Expenditure (1992-93 onwards)

(□□□□□□ □□ □□□□)

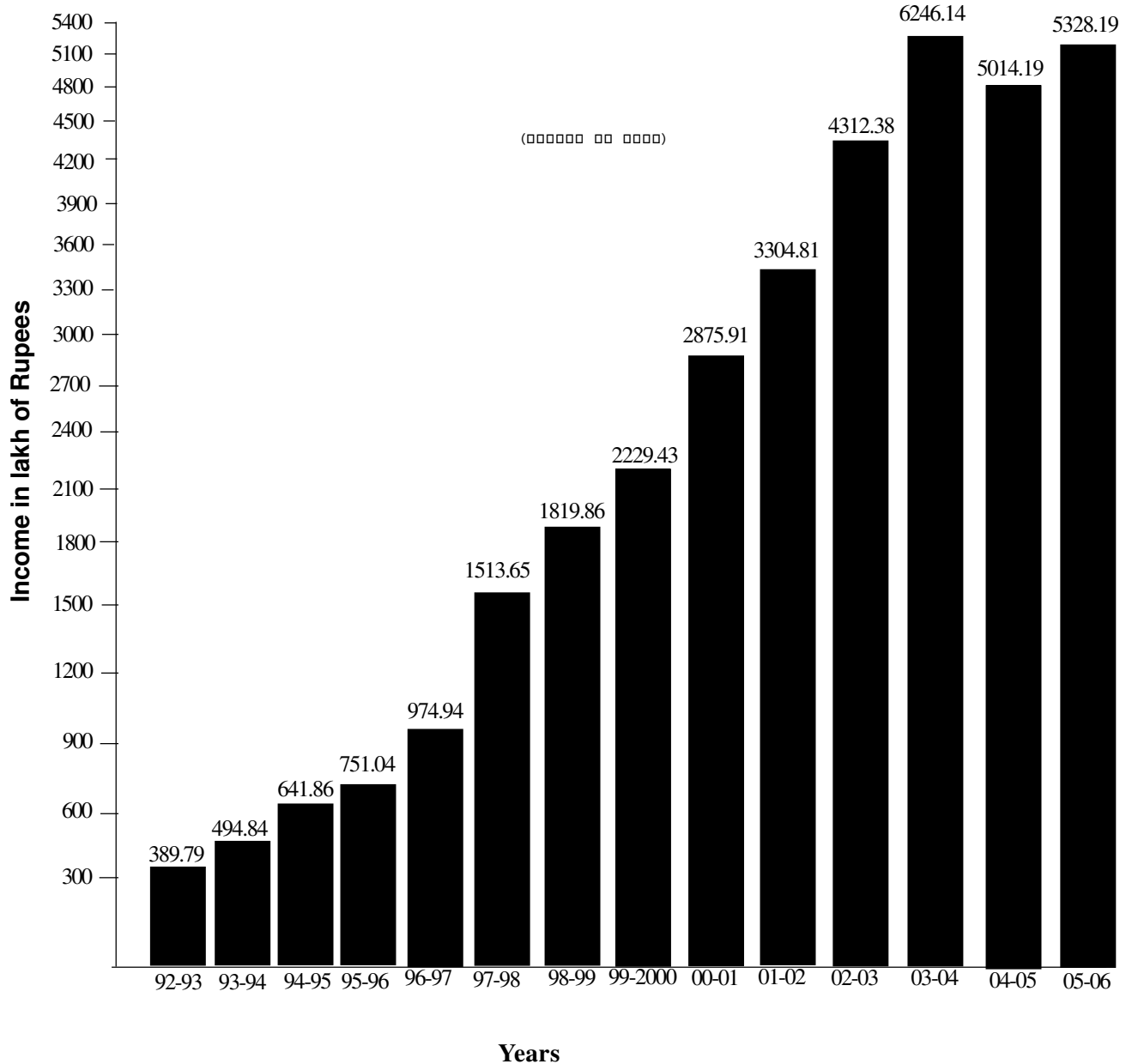


ACCOUNTS

Income Generated by the NIOS

The funds generated by way of collection of admission and examination fees, and sale of publications etc., during the year 2005-06 were to the tune of Rs. 5328.19 lakh as against Rs. 5014.19 lakh during 2004-05. The increase of 6.28% in the revenue was due to (a) increase in the number of students enrolled and increase in the number of students who appeared for examinations, (b) increase in receipt of miscellaneous fee, and (c) receipt of interest on term deposit from bank. The trend of NIOS generated income from 1992-93 onwards is shown below:

NIOS Income from 1992-93 to 2005-06



Unit replied to the legal notices and redressed the grievances of learners and defended NIOS at various Forums/Courts. Most of these matters pertained to correction in name and date of birth, declaration of results, fixation of examination centres, etc.

Purchases

As far as possible, all consumable and non-consumable articles were purchased from the Kendriya Bhandar and Government Emporiums, failing which the purchases were effected as per procedure for purchase i.e., by inviting sealed quotations through open tenders, giving wide publicity, and preparing comparative statements under the supervision of the duly constituted Committees.

Land and Building

The construction work of office complex of NIOS on plot NO. A-31, and A-24/25 in Sector 62 Noida (Uttar Pradesh) is in progress. Lift and HVAC works are in progress. The civil construction work on plot A-31 is almost complete. The work on plot A-24/25 is likely to be completed by December, 2006.

PUBLIC RELATIONS UNIT

A close liaison was made between NIOS and the Union Ministry of Human Resource Development (MHRD). Requisite informational inputs related to plans of action, budget, performance budget, annual report, Parliament Questions, etc., were submitted to MHRD.

- The Public Relations Unit of NIOS interacted with the public at large especially with prospective client groups and enlightened them about various courses and programmes of the NIOS.
- Maintained liaison with Press and organised press conferences to highlight the achievements and new programmes initiated by the NIOS and ensured that these were carried by the mass media.
- As a part of efforts to popularize NIOS programmes and activities, interviews of the Chairman, Secretary and the Heads of Departments of NIOS were carried in print and electronic media-across the globe. Efforts were made to spread awareness about NIOS programmes through educational supplements magazines as well as through regional dailies.
- Attended and replied the queries received from students and kept the data base of the same.
- Provided assistance in the work related to right to information.

Parliament Cell

Responses/replies were submitted by National Institute of Open Schooling in respect of 30 Parliament Questions during the year 2005-2006.

Right To Information Act

Appointments of Public Information Officer (PIO), Assistant Public Information Officer (APIO) & Appellate Authority at National Institute of Open Schooling, Head Quarter and Regional Centres of NIOS were made, as per provisions of RTI Act. This information was also placed on NIOS website.

International Programmes/Projects Undertaken

The following two projects were assigned by UNESCO to NIOS, Administration Department.

- Project on Development of Distance Education Training Kit for Literacy Initiative For Empowerment (LIFE) under the UNESCO's Programme for Promoting Lifelong Learning through Literacy and Non-Formal Education assigned by UNESCO, New Delhi.
- Project on Models of Equivalency Programmes in India (Phase-I) assigned by UNESCO-APPEAL Bangkok under its programme for Promotion of Lifelong Learning was completed. The objective of the project is to identify innovative strategies for the Equivalency Programmes being conducted by NIOS for adult neo-literates (age group of 15-35 years).
- Project on Models of Equivalency Programmes in India (Phase-II) was assigned by UNESCO-APPEAL Bangkok to NIOS with the objective of conducting a research study on learners in 6-14 age group.
- The Administration Department provided support for organisation of the International programme on Vocational Education and Training organised at Kovalam, Kerala from 8 to 10 February, 2006.

Opening of Regional Centre at Bhopal

A new Regional Centre of NIOS was opened at Bhopal. The Regional Centre was inaugurated by Hon'ble Minister of HRD, Shri Arjun Singh on 19 September 2005. This Regional Centre covers the regions of Madhya Pradesh and Chhattisgarh.

Legal Matters

During the year, the Legal Unit drafted various deeds regarding Agreement, Memorandum of Understanding and prepared Show Cause Notices and Disaccreditation Letters. The Legal Unit rendered opinion on various issues regarding examination, and general administration. The Legal

- The NIOS was assigned a project on National Open Science Congress for NIOS Learners, funded by Department of Science and Technology (DST). Under this project, two positions (One Project Officer and One Project Assistant) were filled up on contract basis.

Promotions

- Promotion of the following persons were made on adhoc basis in the year 2005-2006 :

1.	Shri R. Mahapatra	Section Officer	Assistant Director
2.	Shri R. Baskar	Superintendent	Section Officer
3.	Shri Dilip Raj Nandanwar	Superintendent	Section Officer
4.	Smt. Bhupinder Kaur	P.A.	Section Officer
5.	Smt. Nirmal Malhotra	Assistant	Superintendent
6.	Shri Pravesh Chandra	Assistant	Superintendent
7.	Shri Ramesh Kumar	Junior Assistant	Assistant
8.	Shri Banwari Lal	Junior Assistant	Assistant

- The promotional scheme for staff car drivers with graded pay structure was implemented during the year. Shri Dev Raj Singh Dahiya was promoted as Staff Car Driver Grade I and Shri Kamal Singh was promoted as Staff Car Driver Grade II.

Resignation

Ms. Mridula Virmani, Deputy Director (Academic) tendered her resignation w.e.f 14.10.2005 due to personal reasons.

Repatriation

Shri M.V.V. Prasada Rao, Deputy Director (Admn.) and Ms. Kaneez Fatima, Deputy Director (Admn) were repatriated to their parent offices upon completion of their deputation period.

Training

Shri Dayal Singh, Assistant and Shri Brijesh Kumar, Assistant, Administration Department attended the Technical Workshop on Personnel Management & Establishment Rules from 10 to 12 November, 2005 at Hotel The Cannought, organized by Institute of Socio Economic Research & Action (ISERA)

15. Administration and Accounts

The Administration Department of NIOS, headed by Secretary, looks after the matters related to (i) Memorandum of Association of NOS Society, (ii) Constitution of various committees of NIOS and organization of meetings of the apex committees (iii) matters related personnel, (iv) legal matters, (v) Budget/Accounts, (vi) production and distribution of materials, (vii) purchase and supply of equipment, (viii) maintenance, (ix) Promotion of Hindi (Raj Bhasha), (x) Annual Report, (xi) Parliament Questions, and (xii) miscellaneous matters. A precise account of the programmes and activities of the Administration Department of NIOS during the year 2005-06 is as follows :

PERSONNEL SECTION

Meeting of Apex Committees/Conferences

Based on inputs received from the constituents of NIOS, meetings of the apex committees of NOSS, like the General Body, Executive Committee, Finance Committee, and Establishment Committee, were organized and follow up action was taken on the minutes of meetings. Besides these, organizational arrangements were made for national and international conferences organized by NIOS.

Appointments

- During the year 2005-06 following Officers were appointed on deputation basis:

Sr. No.	Name	Designation	Posted At
1.	Shri K.R. Chandrasekaran,	Director (Acad.)	Academic Department
2.	Shri A.S. Mathur	Director (Voc. Edu.)	Vocational Edu. Department
3.	Shri Ramesh Kumar Sharma	Assistant Director (Admn)	RC, Bhopal
4.	Shri Prabir Chaudhuri	Assistant Director (Admn)	RC, Kolkata
5.	Smt. Archana Kaul Magazine	Assistant Director (Acad.)	SSS Department
6.	Shri Rajendra Kumar	Section Officer	RC, Chandigarh
7.	Shri V. Ravi Kumar	Section Officer	RC, Kochi
8.	Ms. Nirmal Thakur	Section Officer	Administration Department