Education Management Information System (EMIS) Elementary & Secondary Education, Department.

Government of Khyber Pakhtunkhwa.

Annual Schools Census Questionnaire Regarding Middle, High & Higher Secondary Schools

(Academic Year 2014-15)

Note: All the information should	
Section-A: Bas	
1. School EMIS Code	
2. School Name (In Capital letters)	
3. District:	4. Tehsil:
5. Union Council Name	6. UC No 7. Post Office
8. Village/City Name:	9 (a). Location (1- Urban, 2- Rural)
(1. Urban: Area in the jurisdiction of Municipal or Town Commit	tee. 2. Rural: Not in the jurisdiction of Municipal or Town Committee)
9 (b). The school is running in: (1- Summer Zone, 2- Winte (The option may be selected on the basis of whether the long vactions of the school are of 10. National Constituency No. NA	
12. Gender: (1- Male, 2- Female)	13. Circle Office Name:
14. School Level: (1- Middle, 2- High, 3- H/Secondary)	15. Medium of Instruction: (1. Urdu 2. English 3-Both)
16. Phone No. of School	17. Principal/HM Cell #
18. Only for Middle Schools i. Name of Cluster School	
ii. EMIS Code of Cluster School:	
19. Year of Establishment as:	2. Middle 3. High 4. H/Secondary
 (Note 1: For Middle Block 1 & 2, for High Block 1, 2 & 3 and for Higher S (Note 2: Year of Establishment may be taken as that year in which first si in which the SNE has been approved) 	econdary all the three Blocks 1, 2, 3 & 4 should be filled in.) tudent admits in any class of that level while the Year of Upgradation may be taken as
20. Type of Upgradation (1. Developmental, 2. Non Dev	
21. Year of Upgradation as: Middle Block 1	High H/Secondary Block 2 Block 3
22. Present Status of the School: (1-Functional, 2-Non-	Functional, 3- Permanently Closed, 4-Newly Established but Non Functional)
	chool, Discontinued Teaching/Learning process but building & facilities r (b) permanently shifted (Closed officially through Notification).
23. i. If School is permanently closed then write Notificat	ion Nodate of closure//
ii. Reason of Closure:	
24. Ownership of the Building (1-Govt, 2-Auqaf, 3-Rented, 4-Rent	Free, 5-Mosque 6-Donated, 7-Tent, 8-Running in other School, 9-Other)
25. If Rented, Monthly Rent in Rs	26. Date of Rental//
27. If running in other School then write its host School N	Name:
EMIS Code: and	running in other school w.e.f//
28. i. Is Public Private Collaboration (PPC) Organization	working in the School? (1.Yes 2. No)
ii. If "Yes", then what is the level of PPC School : (1-	Middle, 2- High, 3- H.Scy, 4 – Prof. College/Institute)
iii. What is the Medium of Instruction of PPC School:	(1. Urdu 2. English 3. Both)
	(b) Distance in km
(c) Non. Govt. School	(b) Distance in km

Section-B: Building Condition & Physical Facilities

1. Primary 30. Year of Construction as:	2. Middle	3. High	4. H/Sec	ondary
(Note 1: For Middle Block 1 & 2, for High Block 1, 2 & 3 and for (Note 2: Year of Construction for the level may be taken as the			should be filled in.)	
 31(a). Total Area of the School (In Square Feet) 31(b). Total Covered Area of the Building (In Square 32. Total Area available for Additional Construction 33. If area is available for additional construction, in If away from the School, then write distance 34. School Building is (1-Single Storey, 2-Double 35. No. of Rooms on (i) Ground Floor 36. Nature of Construction: 	n excluding Play Gr it is (1-Within Premise in meters	es, 2-Adjacent, 3-Away f	rom the School)	
Nature of Construction		No. of Class Rooms	No. of Other Rooms	Total
Pakka (Pakka where walls & roofs both are pakka	a/concrete)		Iteenie	
Kacha (Kacha where both walls & roof are kach	a/non concrete)			
Total				
 37. Condition of Building: Whether the whole Build in the intervention of the intervention intervention in the intervention intervention in the intervention intervention in the intervention interventio	ii. N iv. 1 iv. 1	lo. of Other Rooms re No. of Other Rooms re No. of Other Rooms re	quiring re-construct equiring Major repa equiring Minor repa	air
				g work is involved.y
38. Is there any civil work in progress in the so If Yes then nature of construction work: (1. Addition			nstruction of schoo	ol)
39. Whether the School has been affected either b	y Earthquake 2005	OR Flood OR Militan	cy (1-Yes, 2-No)	
If 'Yes' then mention i. whether affected by ii. Affected (1-Fully, 2-Partially)				
40. Basic Facilities (1-Yes, 2- No) i. Electricity	ii. Water	iii. Boundary Wall		, <u> </u>
If Yes then how is condition of the boundation of the boundation. Toiletv. If "YES" then write total number of	-	ory, 2. Partially Damage vi.and write total n		
41. Other Facilities (1-Yes, 2-No) i. Gas	ii. Play Ground	iii. Canteen	iv. Hostel	
v. If Hostel exists, then write total capacity?	nen write total numb	vi. No of Boarders		
42. Whether the following exist? (1. Yes, 2. No)			
i. Office ii. Store	iii. Drawing Room	iv. Ha		
	vii. Home Econom	ics Lab 📄 viii. N	laths Resource Ro	bom 📃
	se specify)			
43. Science Equipment: (1. Sufficient, 2. Appropriate,				
44. Whether the School has Library Facility (1-Yes	, 2-No)	_		
If 'Yes' then write number of books in the Library				

2

45. Whether Computer Lab exist (1-Yes, 2-No) i. Whether the Lab is Functional (1-Yes, 2-No)
ii. If Lab exists then whether Established by (1.Government 2. Private Firm)
iii- If established by a Private Firm then write Name of the Firm
iv. Total No.of Computers in the Lab v. No. of functional computers
vi. internet facility available? (1-Yes, 2-No)

(Total enrolment of section wise, age wise and mother tongue tables must be same.)

46. Enrolment by Age Group (Boys & Girls)

			Cla	isses –B	oys					Cla	asses- G	irls		
Age	6 th	7 th	8 th	9 th	10 th	11 th	12 th	6 th	7 th	8 th	9 th	10 th	11 th	12 th
10+														
11+														
12+														
13+														
14+														
15+														
16+														
17+														
18+														
19+														
20+														
>=21														
Total														

47. Enrolment by Mother Tongue (Boys & Girls)

Mother				isses –E						Cla	asses- G	Birls		
Tongue	6 th	7 th	8 th	9 th	10 th	11 th	12 th	6 th	7 th	8 th	9 th	10 th	11 th	12 th
Pashto														
Urdu														
Hindko														
Seraiki														
Kohistani														
Khowar (Chitrali)														
Any Other (Please Specify)														
Total														

48. Enrolment and repeaters (Class 6th to 8th)

Classes	Total Enrolment	No. of Sections	No. of Repeaters (Failed)
6 th			
7 th			
8 th			

49. Enrolment by Group & Section (Class 9th and 10th)

	Science Group - Sections			Arts	Group - Sec	tions	Computer S			
Classes	Total Enrolment	No. of Sections	No. of Repeaters (Failed)	Total Enrolment	No. of Sections	No. of Repeaters (Failed)	Total Enrolment	No. of Sections	No. of Repeaters (Failed)	Grand Total
9 th										
10 th										

50. Total Enrolment in Class 11th and 12th (in Higher Secondary Schools)

Class	Pre Medical	Pre Engineering	Arts	Inter Science	Total
11 th					
12 th					

51. Number of Orphan and Disabled Students:

Gender		Number of Orphan Students						Number of Special (Disabled) Students						
	6 th	7 th	8 th	9 th	10 th	11 th	12 th	6 th	7 th	8 th	9 th	10 th	11 th	12 th
Boys														
Girls														
Total														

Section-D: Academics

52. Result of Middle (Annual) Examination 2013

Class	Total Enrolled during 2013-14	Total No of Candidates appeared	Ν	lo of Pa	ssed Stu	F	G			
			A-1	Α	В	С	D	Е	1 .	Ŭ
Class 6 th										
Class 7 th										
Class 8 th										

53. Result of SSC (Annual) Examination 2013

	Total Enrolled	Total Number of Candidates appeared	No								
Class	during 2013-14		Position in BISE	A-1	Α	в	с	D	Е	F	G
Class 9 th Science											
Class 9 th Arts											
Class 10 th Science											
Class 10 th Arts											

54. Result of Intermediate (Annual) Examination 2013

	Total Enrolled during 2013-14	Total Number of	No c		_						
Class		Candidates appeared	Position in BISE	A-1	Α	В	С	D	Е	F	G
Class 11 th Science											
Class 11 th Arts											
Class 12 th Science											
Class 12 th Arts											

(Note: Grades A-1: 80% or more marks, A: 70% or more but less than 80% marks, B: 60% or more but less than 70% marks, C: 50% or more but less than 60% marks, D: 40% or more but less than 50% marks, E: 33% or more but less than 40% marks, F: Students failed in one or more subjects but promoted to the next class, G: Repeating the same class)

55. Stage-wise overall Result of the School (in %age) i. Middle Stage ______ ii. High Stage ______ iii. Higher Sec. Stage _____

Section-E: Teaching & Non-Teaching Staff

Designation	Sanctioned Posts	Working	Designation	Sanctioned Posts	Working	
Principal B-20			С.Т			
Principal B-19			Sr. P.E.T.			
Principal B-18			P.E.T.			
Vice Principal B-18			Sr. D.M.			
Head Master/Mistress B-17			D.M.			
Subject Specialist B-18			Sr. A.T.			
Subject Specialist B-17			A.T.			
D.P.E			Sr. T.T.			
Sr. IT Teacher (B-17)			T.T.			
IT Teacher (B-16)			Sr. Qari/Qaria			
S.S.T. (General)			Qari/Qaria			
S.S.T. (Bio-Chemistry)						
S.S.T. (Maths-Physics)			Others (Specify)			
Sr. C.T.						

57. Non-Teaching Staff by Designation (Write Number)

Sanctioned Posts Designation Working Librarian Comp:Lab: Incharge Hostel Supdt: Assistant S/Clerk J/Clerk Asstt: Store Keeper Lab: Assistant Lab: Attendant Driver Cook Mali Baheshti Bearer Naib Qasid Mai/Caller Chowkidar Sweeper Others

58. Number of Working Teaching and Non-Teaching Staff by present BPS (Write Number)

BPS	Number of Working Teaching Staff	Number of Working Non-Teaching Staff
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
Total		

59. Over All attendance of Teachers

Section-F: Parents Teachers Council (PTC)

60.	Parents Te	eachers Council (PTC) i. Is PTC established: (1=Yes, 2=No) ii. Date of establishment://									
iii.	PTC's Chai	irperson Name: iv. Contact #:									
v.	Bank Name	/Bank Branch: vi. Bank Account No.									
vii. Bank Branch Code://											
ix. Balance Amount up to 31 st Oct. 2014. Rs. x. Amount Received this year Rs.											
61.	Performanc	ce of PTC: i. No. of PTC meetings held during the Academic Year									
	ii. Pl	ease specify whether (1-Staisfactory OR 2-Un-satisfactory)									
	a.	Annual Performance of PTC b. Coordination with EDO(E&SE) and other offices									
	с.	Monitoring of Teachers d. Monitoring of Construction and Repair work									
	e.	Nature and Condition of work undertaken by PTC itself									
	f.	PTC expenditure in previous financial year Year 2013-14									
62.	i.	No. of Sports Competitions held during the Academic Year									
	ii.	No. of Games Participated at the District Divisional and Provincial level.									
	iii.	No. of Positions Achieved at the District Divisional and Provincial level.									
63.	No. of Deba	ating Sessions held during the Academic Year									

64. Expenditure incurred during the last Financial Year 2013-14

S.No	Item	PW/DDO Code	Budget Sanctioned (Rs.)	Expenditure (Rs.)
1	Salary Expenditure			
2	Non Salary Expenditure			

Section-G: Commodities

65. Commodities (Write Numbers)

S#	Name of		le (Write nber)	Number of New
0#	Commodities	Useable	Un- Useable	Required
1	Office Chairs			
2	Office Tables			
3	Teacher Tables			
4	Teacher Chairs			
5	Students Desks/Two Seats			
6	Students Desks/Three Seats			
7	Students Benches			
8	Students Chairs			
9	Tablet Chairs			
10	Computer Tables			
11	Computer Chairs			
12	Jute Tats			

S#	Name of	Availabl Num	•	Number of New
5#	Commodities	Useable	Un- Useable	Required
13	Plastic Mats			
14	Black/Green Board			
15	Wooden Almirah			
16	Steel Almirah			
17	Teaching Kits & equipment			
18	Teaching Guides and Hand Books			
19	Teaching Aids			
20	Maps/Charts			
21	Reference Books			
22	Fans			
23	Water Tank			
24	Any Other (Specify)			

66. Section-H: Information regarding working Teachers

Name of Teach	er															band Name *		
AG/Accounts Off	ice Pers	onal N	ъ. Г										(*Ma	rrie	d Fen	nale should write their husband na Gender:		
[
New N.I.C No.					-									-		Marital status:		
	,	,					,									Detail of Posting/Trans	sfer	
Date of Birth	/_	/_		Dis	strict o	t Dom	ICIIE						st & cale			School/Office	From Date	To Date
Date of 1 st Appointment				U	nion	Cour	ncil			 								
Desig. As 1 st Appointment					Highest Academic Qualification												_11	_II
Present Designation					ghest Professional Qualification												_11	
Date of taking over charge in the present School	I	I		char	e of tal ge on ent Po	the	ver	-		 _1				ł	Date prese	of taking over charge in the nt district if transferred from other district/agency		<u> </u>
Name of Teach	er												Fath	er's	/Hus	band Name *		
												(Marri	ied	Fema	le should write their husband Nan		
AG/Accounts Off	ice Pers	onal N) .													Gender:	BPS:	
New N.I.Card No.					_									-		Marital status:		
																Detail of Posting/Trans	sfer	
Date of Birth		/_		Dis	strict o	f Dom	icile			 			st & cale			School/Office	From Date	To Date
Date of 1 st Appointment	I			U	nion	Cour	ncil			 							//	
Desig. As 1 st Appointment					ghest Qualif					 							II	
Present Designation					nest P Qualif			al		 								
Date of taking over charge in the present School	I	I		(te of ta charge prese	e on th	e			 _I						of taking over charge in the nt district if transferred from other district/agency	1	_1
Name of Teach	er												,			band Name *		
AG/Accounts Off	ice Pers	ional N	р. Г										(Mari	ried	Fema	tle should write their husband Nation Gender:		
New N.I.Card No.									<u> </u>					-		Marital status:		
		I			•				!		-		I			Detail of Posting/Trans	sfer	
Date of Birth						Po	st &	T		School/Office	From Data	To Data						

2000 01 2.00	 	Scale	School/Office	From Date	To Date
Date of 1 st Appointment	 Union Council				
Desig. As 1 st Appointment	Highest Academic Qualification			_//	
Present Designation	Highest Professional Qualification			_II	_II
Date of taking over charge in the present School	 Date of taking over charge on the present Post		Date of taking over charge in the present district if transferred from other district/agency		_1

Note: (i) In case of SS also mention the subject, (ii) In case of SST also mention the category (i.e. Science, General, Technical etc) (iii) In case of CT also mention the category (i.e. General, Agro Tech, Agriculture, Technical, etc). **Note:** If the number of working teachers exceed from the above Table, then use photo copy of this page.

Name of Teach	er									Fath	ər's	/Hus	band Name *		
AG/Accounts Offi	ce Personal N	No.]	(*Ma	rried	d Fen	hale should write their husband na Gender:		
New N.I.C No.				-							-		Marital status:		
													Detail of Posting/Trans		
Date of Birth		'	Dist	rict of	Domio	cile				ost & cale			School/Office	From Date	To Date
Date of 1 st Appointment			Un	ion (Cound	cil									
Desig. As 1 st Appointment				hest A Qualifi											_II
Present Designation				est Pro Qualifio											
Date of taking over charge in the present School			Date charg prese	e on t	he	er	 _I		 -				of taking over charge in the ent district if transferred from other district/agency		_1
Name of Teach AG/Accounts Offi New N.I.Card No.]	(Marri			band Name * le should write their husband Nan Gender: Marital status:	ne) BPS:	
L				-							-]		
Date of Birth	I	'	Dist	rict of	Domio	cile				ost & cale			Detail of Posting/Trans School/Office	From Date	To Date
Date of 1 st Appointment			Un	iion (Coun	cil									
Desig. As 1⁵ Appointment				hest A Qualifi		nic								_11	
Present Designation				est Pro Qualifio										_11	
Date of taking over charge in the present School			cl	e of ta harge presen	on the	;	 _I	/	 -				of taking over charge in the ent district if transferred from other district/agency		_1
Name of Teach	er						 		 	-,			band Name *		
AG/Accounts Offi	ce Personal N	No.]	(Marı	ied	Fema	ale should write their husband Nat		
New N.I.Card No.													Marital status:		

				Detail of Posting/Trans	sfer	
Date of Birth	/	District of Domicile	 Post & Scale	School/Office	From Date	To Date
Date of 1st Appointment		Union Council				
Desig. As 1 st Appointment		Highest Academic Qualification			_II	_
Present Designation		Highest Professional Qualification			_II	
Date of taking over charge in the present School		Date of taking over charge on the present Post	 -	Date of taking over charge in the present district if transferred from other district/agency		_/

Note: (i) In case of SS also mention the subject, (ii) In case of SST also mention the category (i.e. Science, General, Technical etc) (iii) In case of CT also mention the category (i.e. General, Agro Tech, Agriculture, Technical, etc). Note: If the number of working teachers exceed from the above Table, then use photo copy of this page.

Name of Teacl	lame of Teacher											Father's/Husband Name *							
													(*Married Female should write their husband name)						
AG/Accounts Of	fice Pe	erson	al No										,		Gender:	BPS:			
New N.I.C No.						-								-	Marital status:				
				District of Domicile									Detail of Posting/Transfer						
Date of Birth		_I			Dis	strict of	f Domi	cile					Post & Scale		School/Office	From Date	To Date		
Date of 1 st Appointment		I	_I		Uı	nion (Coun	cil								//			
Desig. As 1 st Appointment							Acader ication									_//			
Present Designation							rofessi ication									_//	_11		
Date of taking over charge in the present School		I	<u> </u>		char	e of tak ge on f ent Po		er		_I	_I				e of taking over charge in the sent district if transferred from other district/agency		_1		

Name of Teach	ner		 Father's/Husband Name *						
AG/Accounts Off	fice Personal No.		(Marri	ed Fema	le should write their husband Nam Gender:				
New N.I.Card No.		-		-	Marital status:				
					Detail of Posting/Trans	sfer			
Date of Birth		District of Domicile	Post & Scale		School/Office	From Date	To Date		
Date of 1st Appointment		Union Council							
Desig. As 1st Appointment		Highest Academic Qualification				_//	_II		
Present Designation		Highest Professional Qualification				_II	_II		
Date of taking over charge in the present School		Date of taking over charge on the present Post			of taking over charge in the ent district if transferred from other district/agency	/	_I		

Name of Teach	ner			Fathe	_ Father's/Husband Name *				
AG/Accounts Office Personal No.					rried Female should write their husband Name) Gender: BPS:				
New N.I.Card No.		-			-	Marital status:			
				Detail of Posting/Transfer					
Date of Birth	11	District of Domicile		Post & Scale		School/Office	From Date	To Date	
Date of 1st Appointment	I	Union Council					II		
Desig. As 1st Appointment		Highest Academic Qualification							
Present Designation		Highest Professional Qualification						_//	
Date of taking over charge in the present School		Date of taking over charge on the present Post	I		preser	of taking over charge in the t district if transferred from other district/agency			

Note: (i) In case of SS also mention the subject, (ii) In case of SST also mention the category (i.e. Science, General, Technical etc) (iii) In case of CT also mention the category (i.e. General, Agro Tech, Agriculture, Technical, etc). Note: If the number of working teachers exceed from the above Table, then use photo copy of this page.

Section-I: Verification and Undertaking

Filled by:				Ch	Checked and Verified by: District Officer (M/F)		
Name & Signat	ture of Princ	ipal/H.Mas	ter/H. Mistress				
Dated:				Dated:	//		
				Dated:	//		
			Special Instruction	ns for Computer Operato	ors		

Computer operator will write his/her name and signature along with date after complete entry of the questionnaire as per prescribed software at D-EMIS Computer Cell.

Name & Signature of Computer Operator

All parts of this questionnaire must be properly filled, checked and verified. Correct data entry will be the responsibility of Computer Operator and soft data will be properly checked and cleansed under the supervision of DEO concerned, otherwise the persons, who have filled in, entered, checked & verified the data will be held responsible.

Dated: ____/___/____

Note: