



INTEGRATED CHILD DEVELOPMENT SERVICES

Revised MIS

Technical Specifications for printing of AWC Registers and other materials by States/UTs



**MINISTRY OF WOMEN AND CHILD DEVELOPMENT
GOVERNMENT OF INDIA**

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Table 1: Specifications for Printing of AWC Registers - Details of Formats per Register and Corresponding Pages

| Sl.No. | Register | Covers | Binding | Format No. and Sequence | No of Copies of the format | Pages | Individuals/ page | Expected life | First Page | Last Pages | Total functional pages | Total Pages | Leaves counted after binding | Suggestions for State level adaptations | |
|--------|---|--------|---------|---|----------------------------|-------------------------------|--|------------------|--------------|--------------|---------------------------------|-------------|------------------------------|---|--|
| 1 | Reg. 1: Family Details | Hard | Centre | F1 | 101 | Facing pages, pg 2-203 | 1 family / sheet (101 families per register) | At least 5 years | Second Title | 1 Blank | 202 | 204 | 102 | Number of registers to be printed will depend upon the number of AWC of each size expected: - Upto 90 households (500 population): 1 register - 90-190 households (500-1000 population): 2 registers - 190+ households (1000+ population): 3 registers | |
| 2 | Reg.2: Supplementary Food Planner and Stock | Soft | Side | 12 consecutive sets of the following (facing pages): | | | | | 12 months | F21 | (each sheet has one side blank) | 60 | 120 | 60 | 1. Use either format F22a (without daily balance) or F22b (with daily balance), as required in the state. 2. It is estimated that in most cases, two sheets (of F22a or F22b) will be needed each month. However, If commodities used at the AWC exceed the number of commodities covered in two F22a or F22b formats per month , one additional sheet (with the corresponding duplicate sheet) may be included for each month (Total pages per register will increase to 144) |
| | | | | F21 (planner) | 1 | Page 1 | 1 month / sheet | | | | | | | | |
| | | | | F22a or b (stock record) | 1 | Page 2 | 1 month / sheet | | | | | | | | |
| | | | | F22a or b duplicate | 1 | Page 2 (Duplicate/perforated) | 1 month / sheet | | | | | | | | |
| | | | | F22a or b (stock record) | 1 | Page 3 | 1 month / sheet | | | | | | | | |
| | | | | F22a or b duplicate | 1 | Page 3 (Duplicate/perforated) | 1 month / sheet | | | | | | | | |
| | | | | Similar sets on pages 4-6, 7-9, 10-12, 13-15, 16-18, 19-21, 22-24, 25-27, 28-30, 31-33, 34-36 (along with respective duplicate sheets) | | | | | | | | | | | |
| 3 | Reg.3: Supplementary Food Distribution | Hard | Centre | 12 consecutive sets of the following (facing pages): | | | | | 12 months | Second Title | 3 Blank | 288 | 292 | 146 | None |
| | | | | F31a (pregnant) | 1 | Pages, 2-3 | 30 Ind / sheet | | | | | | | | |
| | | | | F31b (lactating) | 1 | Pages, 4-5 | 30 Ind / sheet | | | | | | | | |
| | | | | F32a (6m-3y girls) | 2 | Pages, 6-7, 8-9 | 30 Ind / sheet | | | | | | | | |
| | | | | F32b (6m-3y boys) | 2 | Pages, 10-11, 12-13 | 30 Ind / sheet | | | | | | | | |
| | | | | F33a (3-6y girls) | 2 | Pages, 14-15, 16-17 | 30 Ind / sheet | | | | | | | | |
| | | | | F33b (3-6y boys) | 2 | Pages, 18-19, 20-21 | 30 Ind / sheet | | | | | | | | |
| | | | | F34a (Temp Resi) | 1 | Pages, 22-23 | | | | | | | | | |
| | | | | F34b (Temp Resi) | 1 | Pages, 24-25 | | | | | | | | | |
| | | | | (Similar sets on pgs 26-49, 50-73, 74-97, 98-121, 122-145, 146-169, 170-193, 194-217, 218-241, 242-265, 266-289) | | | | | | | | | | | |

| Sl.No. | Register | Covers | Binding | Format No. and Sequence | No of Copies of the format | Pages | Individuals/ page | Expected life | First Page | Last Pages | Total functional pages | Total Pages | Leaves counted after binding | Suggestions for State level adaptations |
|--|-----------------------------|--------|---------|--|----------------------------|--------------|-------------------|------------------|--------------|------------|------------------------|-------------|------------------------------|---|
| 4 | Reg.4: Preschool Education | Hard | Centre | 12 consecutive sets of the following (facing pages): | | | | 12 months | Second title | 3 Blank | 192 | 196 | 98 | None |
| | | | | F41a (girls 3-4y) | 1 | Pages 2-3 | 30 Ind / sheet | | | | | | | |
| | | | | F41b (girls 4-5y) | 1 | Pages 4-5 | 30 Ind / sheet | | | | | | | |
| | | | | F41c (girls 5-6y) | 1 | Pages 6-7 | 30 Ind / sheet | | | | | | | |
| | | | | F42a (boys 3-4y) | 1 | Pages 8-9 | 30 Ind / sheet | | | | | | | |
| | | | | F42b (boys 4-5y) | 1 | Pages 10-11 | 30 Ind / sheet | | | | | | | |
| | | | | F42c (boys 5-6y) | 1 | Pages 12-13 | 30 Ind / sheet | | | | | | | |
| | | | | F43 (Temp) | 1 | Pages 14-15 | | | | | | | | |
| | | | | F44 (PSE Activity Record) | 1 | Pages 16-17 | | | | | | | | |
| (Similar sets on pgs 18-33, 34-49, 50-65, 66-81, 82-97, 98-113, 114-129, 130-145, 146-161, 162-177, 178-193) | | | | | | | | | | | | | | |
| 5 | Reg.5: Pregnancy & Delivery | Hard | Centre | F5 (facing pages) | 17 | Pages 2-35 | 15 ind / sheet | At least 5 years | Second title | 1 Blank | 34 | 36 | 18 | None |
| 6 | Reg. 6: Immunization & VHND | Hard | Centre | F61 (Immunization record) (facing pages) | 20 | Pages 2-41 | 15 ind / sheet | At least 5 years | Second title | 1 Blank | 67 | 68 | 34 | None |
| | | | | F62 (VHND record) (facing pages) | 12 | Pages 42-65 | 6 months / sheet | | | | | | | |
| | | | | Calendar (facing pages) | 1 | Pages, 66-67 | 6 yrs / 2 pages | | | | | | | |
| 7 | Reg. 7: Vitamin A Bi-Annual | Hard | Centre | F7 (facing pages) | 19 | Pages 2-39 | 15 ind / sheet | At least 5 years | Second title | 1 Blank | 38 | 40 | 20 | None |
| 8 | Reg. 8: Home Visits Planner | Hard | Centre | F81 (Pregnancy-24 months) (facing pages) | 37 | Pages 2-75 | 6 ind / sheet | At least 5 years | Second title | 1 Blank | 94 | 96 | 48 | None |
| | | | | F82 (severely underweight) (facing pages) | 9 | Pages 76-93 | 6 ind / sheet | | | | | | | |
| | | | | Checklist of Messages (facing pages) | 1 | Pages 94-95 | | | | | | | | |
| 9 | Reg.9: Referrals | Hard | Centre | F91 (Children) (facing pages) | 12 | Pages 2-29 | 15 ind / sheet | At least 5 years | Second title | 3 Blank | 45 | 48 | 24 | None |
| | | | | F92 (Pregnant, Lactating) (facing pages) | 4 | Pages 30-37 | 15 ind / sheet | | | | | | | |
| | | | | F93 (Others) (facing pages) | 4 | Pages 38-45 | 15 ind / sheet | | | | | | | |

Table 2: Technical Specification of Paper, Printing and production of AWC Registers

| Sl. No. | Register's Name | Specifications | | |
|---------|--|---|----------------|--|
| | | <i>Binding</i> | <i>Size</i> | <i>Paper</i> |
| 1. | Register No. 2 (Supplementary Food Stock) | Soft cover Side Stitching | A3 (16½ × 13¼) | Cover : 300 gsm matt with matt lamination Inside : 80 gsm Maplitho |
| 2. | All Other Registers [1,3,4,5,6,7,8,9,10, 11] | Section Sewing and Hard Bound Binding | 8½ × 13¼ | Inside : 80 gsm Maplitho Cover : 130 gsm art paper with matt lamination and Hard bound binding – 2mm card board & cover pasted on board |
| 3. | Tools for AWWs: 6 Year Calendar and Age/Birth/EDD Calculation Tables | Soft cover Centre Stitching | Full scape | Cover : 300 gsm matt with matt lamination Inside : 80 gsm Maplitho |