

Digital Infrastructure & Documentation

Education Sector Checklist

CANTEEN

Food ingredients sourced from approved vendors

Yes No NA

Meal menus displayed

Yes No NA

Workers wear gloves and caps

Yes No NA

Cooking utensils sanitized daily

Yes No NA

Drinking water jugs covered

Yes No NA

CLASSROOMS

Classroom acoustics allow clear hearing

Yes No NA

Teacher workstation organized

Yes No NA

Safety mats used in kindergarten classes

Yes No NA

Whiteboard markers stored safely

Yes No NA

Classroom doors open/close smoothly

Yes No NA

DIGITAL INFRASTRUCTURE

Wi-Fi connectivity available for learning areas

Yes No NA

Computer labs maintained regularly

Yes No NA

Digital tools have proper licensing

Yes No NA

Backup of academic data maintained

Yes No NA

Cybersecurity measures implemented

Yes No NA

DOCUMENTATION

Lesson observations documented

Yes

No

NA

Annual calendars posted

Yes

No

NA

Emergency policies accessible

Yes

No

NA

Student conduct logs maintained

Yes

No

NA

Staff appraisal files updated

Yes

No

NA

STUDENTS

Students trained in emergency procedures

Yes

No

NA

Student ID system functioning effectively

Yes

No

NA

Inclusion programs for special-needs students

Yes

No

NA

Students follow classroom etiquette

Yes No NA

Student grievance mechanisms functional

Yes No NA