

GOVT. OF N.C.T. OF DELHI  
OFFICE OF THE DY. DIRECTOR OF EDUCATION: DISTRICT WEST-B  
G-BLOCK: VIKAS PURI: NEW DELHI

No. DDE/WB/2-18/04-05/405

Dated: 21.4.04

To

The Manager  
Shikha Deep Vidyalaya  
C-59, Vikas Nagar, Hastal  
New Delhi-110059

Sub: Upgradation of School from Middle to Secondary stage  
w.e.f. Academic Session 2004-05 (without aid) - reg.

Sir,

With reference to your application on the subject cited above, I am directed to convey the approval of the Director of Education, Delhi for the upgradation of the existing Middle School to Secondary School level without aid w.e.f. 2004-05 session subject to the fulfillment of the following terms & conditions: -

1. That the School/abide by the provisions of DSEMR, 1973 as well as the instructions issued from time to time.
2. That the school admit students without any discrimination of caste & creed.
3. That the school shall meet the additional liabilities of classes.
4. That a proper library shall be established and facilities for Reading Room shall also be made available for students as well as teachers. Books as per the ratio of 10 books per students shall be purchased and made available to the students.
5. The adequate sports material shall be purchased and made available to the students.
6. That the school shall strictly abide by the provisions of Section-10(1) of the DSE Act, 1973.
7. That the school shall not run any unrecognized classes or any other activities within the school premises and all the recognized classes shall be run at one place at the premises of the school immediately.

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- 8. That the expense with the staff of unqualified and over-aged staff, if any, shall be made immediately.
- 9. That the service contract between the Management and the employees and over-aged staff, if any, shall be made immediately.
- 10. Fresh Health Certificate from MCD be obtained and produced to E.O. for verification.
- 11. The Management Committee shall regulate the functioning of school strictly in accordance with the provisions of the DSEAR, 1973.
- 12. The Managing Committee of the school shall not increase fee in future academic sessions without prior approval of Director of Education which is a mandatory requirement under sub-section 3 of Section 17 of DSEA & Rules, 1973.
- 13. That the facilities prescribed u/r 50 & 51 of DSER, 1973 shall be made available to the students.
- 14. Proof to the effect that qualified staff has been appointed as per rules be provided for verification to E.O.
- 15. That staff has been paid all arrears and benefits as per Fifth Pay Commission. Proof be given to E.O. for verification.
- 16. That the arrangements for good drinking water shall be made available to all the students as well as the teachers and sanitary facilities shall also be provided from the local body within a month.
- 17. That the school shall comply with the norms of the Board for affiliations for examination purpose.
- 18. Medical facilities, leave, LTC, bonus, teaching allowance, CPF etc. be paid since recognition to the school.
- 19. Provident Fund Register be maintained and Cash Book be completed and shown to E.O. of the zone concerned for verification from time to time.
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20. That the Management of the school shall create a Reserve Fund of three months' salaries of the staff.
21. That violation of any instructions/conditions/rules and regulations of the Department shall lead to the withdrawal of Recognition of the school.
22. That the report about the fulfillment of the above conditions shall be sent to E.O. every six months.
23. It would not be possible to further upgrade the school as the school authorities are in possession of land measuring 1055 Sq. Mtrs. and the land norms for Recognition for Middle, Secondary & Senior Secondary level have been revised w.e.f. 20.12.2002. a

Yours faithfully,

*DJK*  
*20/11/04*

( DALJEET KAUR )

DY. DIRECTOR OF EDUCATION (WEST-B)

Dated:

No. DDE/WB/Z-18/04-05/

Copy to : -

1. P.S. to Ld. D.E., Govt. of NCT of Delhi.
2. Regional Director (West), Dte. of Education.
3. Regional Director, CBSE, Delhi.
4. Guard File.

( DALJEET KAUR )  
DY. DIRECTOR OF EDUCATION (WEST-B)