

DIRECTORATE OF EDUCATION : DELHI
DISTT. WEST : NEW DELHI

Dated 4/1/50

No. F ODE W/146(3) 1/2-27/94 7/05

To

Ritika
The Manager Public
St. Mark's Sr. Sec. School
Meera Road, Meera Bagh
New Delhi - 110041

Subj: Grant of Recognition to the school from class 1st to XII (Without aid) with effect from academic session 1990-91 for a day school.

Sir,

With reference to your application on the subject noted above, I am directed to grant recognition to your school from class 1st to XII (without aid) a.e.f. 1990-91 session subject to the fulfilment of the following terms and conditions :-

1. That the school shall abide by the provision of Delhi School Education Act, 1973 and Rules framed thereunder as well as the instructions issued from time to time.
2. That the school shall admit students without any discrimination of caste and creed as per the norms of the department.
3. That the school shall appoint full time qualified and eligible staff as per the norms of the department.
4. That the school shall equip the science lab as per the norms of the department and suitable facilities for practical work shall be provided to the students. More material worth Rs.5000.00 shall be purchased during 1990 and a list be furnished to the Education Officer for verification.
5. 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 ten books per student may be maintained and facilities of reading room may also be provided immediately and more books worth Rs.5000/- be purchased by the start of next session and the list of books furnished to Education Officer for verification.
6. Adequate sports materials shall be purchased and made available to the students immediately.
7. That the school shall strictly abide by the provisions of Delhi School Education Act and Rules, 1973 and payment will be made as per section 10(1) of Delhi School Education Act, 1973 to all employees.
8. That the enrolment in each section shall not exceed the number of students calculated @ 12 sq.ft. per student for the available floor area of the class room and the School shall provide adequate and sufficient accommodation as per the norms of the Dept. of Education, Delhi in each class. Number of existing sections should not exceed the number of class room of proper size in the school.
9. That the school shall dispense with the services of unqualified and over-aged staff, if any, immediately.
10. That the Government nominees on the managing committee will be asked for immediately and all decisions will be taken as mentioned in approved scheme of Management by ODE(ACT).

Ritika
Mrs. RITIKA ANAND
PRINCIPAL

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11. The Managing Committee of the school shall not enhance the fees during the ensuing Academic session without the prior approval of the Director of Education which is a mandatory requirement under sub-section (3) of Section 17 of Delhi School Education Act, 1973.
12. The Managing Committee shall regulate the functioning of school strictly in accordance with the provision of Act and Rules,
13. That the service contract between the management and the employous shall be executed immediately.
14. That all the facilities prescribed under rule 50 and 51 of the DSER, 1973 shall be made available to the students. Provision of rules, 647,8 be strictly observed.
15. That the arrangement of good drinking water shall be made available to all the students/teachers and sanitary facilities shall also be provided to the students immediately.
16. Fresh Health Certificate may be obtained from the MCO within a month and be submitted to Education Officer concerned for verification.
17. The staff should be paid full salary through cross cheques from the date of opening of the school and the proof should be shown to the concerned E.O.
18. Proof to the effect that the staff has been appointed as per Recruitment Rules be provided to the E.O. for his verification.
19. That copies of the appointment letter issued to the staff be provided to the E.O. for verification.
20. That the school shall not run any unrecognised classes or any other activities within the school premises and all the recognised classes shall be run at one place at the above address only. Nursery classes be removed from the premises of the school immediately, if any.
21. The Management of the school will obtain land from DDA in the name of the society through Directorate of Education, Delhi and shall construct a school building thereon for the school as per specification of the department within a period of 2 years. That adequate and sufficient accomodation @ 12 Sq.ft. per student shall be provided for the class room. The normal size of the class room will be 24' X 20'. No other activities other than education shall be run.
22. That the Nursery classes will not run in the building occupied by the school.
23. Medical facilities/Leave, LTC, Bonus, Teaching allowances, CPF etc. be paid from the date of recognition of school.
24. Arrears of pay etc. due to be pay fixation of Fourth pay Commission Report, 1986 be paid immediately.
25. Provident fund Register be maintained and cash book be completed and shown to E.O. of zone concerned for verification from time to time.
26. Staff be appointed as per norms of Directorate of Education i.e. PET, Yoga Teacher, Domestic Science Teacher, Drawing Teacher, Music Teacher, Regional Language Teacher and SUPW Teacher be appointed and other staff one Assistant for each primary Section and one and half TGT for each section of Middle class as per post fixation norms of Directorate of Education be appointed immediately.
27. That the violation of any instructions/orders/conditions/rules and regulatio of the department shall lead to the withdrawal of recognition of the school and class IX shall not opened without the prior approval of the Director of Education, Delhi.

Attached

Mrs. RITIKA ANAND
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28. That a report about the fulfilment of the above conditions giving the extent to which each condition is fulfilled shall be sent to the Education Office every six month.

Yours faithfully,

DY. DIRECTOR OF EDUCATION (WEST) DELHI.

Dated :

No. FDDEW/146() /Z-27/

Copy to :-

1. Addl. D.E. (S).
2. Addl. D.E. (Admn.)
3. DDE (C.W.)
4. D.D.E. (Act).
5. E.O. zone concerned.
6. PA to Secy. (Edn.)/DE/JDE(Admn.).
7. State Unit (E.O.).
8. Personal Branch of DDE (W).

DY. DIRECTOR OF EDUCATION (WEST)
DELHI.

F. r St Mark's Sr. Sec. Pub. School

Arjib. Dey

Headmistress/Manager

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