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OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION (SPEECH)  
ZONE S-17, DEFENCE COLONY: NEW DELHI

No. F.I-I (12)/2-S-17/91-92/445

Dated: 9-3-82

To

The Manager  
Saraswati Bal Mandir Sec School  
McLuz Nagar  
N. Delhi

Sub:- Upgradation of school from Sec School to  
Sr-Sec School stage with effect from academic  
session 1991-92 (without aid) in all three streams  
i.e. Arts, Science and Commerce.

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/Sec school to Sec/Sr.Sec School level without aid w.e.f 1991-92 session subject to the fulfilment of the following terms and conditions:

1. That the school shall abide by the provision of DSEA & Rs, 1973 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. ✓
3. That the school shall meet the additional liability of Sr Secondary classes.
4. That a proper library shall be established and facilities for reading-room/s hall also be made available for students as well as teachers. Books as per the ratio of 10 books per student shall be purchased and made available to the students.
5. That adequate sports material shall be purchased and made available to the students.
6. That the school shall strictly abide by the provision of section 10(1) of DSEA & Rs, 1973
7. 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 premises of the school immediately, if any.
8. That the school shall discontinue with the service of unqualified and over-aged staff, if any immediately.
9. That the service contract between the management and the employees be revised as DSEA & Rs, 1973 shall be executed 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 DSEA & Rs, 1973

Contd....

12. Managing Committee of the school shall not increase fee in future academic session without prior approval of Director of Education which is a mandatory requirement under sub-section(8) of section 17 of DSJA, 1973

13. That all the facilities prescribed under rule 50 & 51 of the DSJE, 1973 shall be made available to the students.

14. Proof to the effect that qualified staff has been appointed as per R.Rs be provided for the verification of E.O

15. That staff has been paid all arrear and being paid as per Fourth Pay Commission. Proof be given to E.O for verification

16. That the arrangement for good drinking water shall be made available to all the students as well as to the teachers and sanitary facilities shall also be provided to the students adequately.

17. That the school shall comply with the norms of the CBSE for affiliation for examination purpose.

18. Medical facilities/leave, LTC, Bonus, Teaching Allowances, G.P.F etc. be paid since recognition of 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.

20. That the management of the school shall create a reserve fund of Rs. 30,000/- ✓

21. That the violation of any institutions/conditions/rules and regulation of the department shall lead to the withdrawal of recognition of the school

22. That the science labs have to be improved/renovated by school latest by 31-7-1982.

✓ 23. *That the School must purchase library, Science and Sports equipments amounting to Rs. 10,000/-, Rs. 10,000/- and Rs. 5,000/- respectively, latest by 31-7-1982.*

24. That report about fulfilment of the above conditions shall be sent to the E.O every six months.

Yours faithfully,

(MRS. USHA MENON)

BY DIRECTOR OF EDUCATION  
DISRT. SOUTH

No. I.D-I(12)/2-517/81-82

Copy to:

Director of Education, Delhi Admn, Delhi  
E.O. Zone-S-17, DDE (CW), DDE (Act)

E.O (State-Unit)

Socy. CBSE Preet Vihar, New Delhi for affiliation purpose

ADE(S),

Masterfile/concerned file.

(MRS. USHA MENON)

BY DIRECTOR OF EDUCATION  
DISRT. SOUTH