

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

No. DDE/WB/Z-17/ 489 4292

Dated: 05/10/07

✓ The Manager
Richmond Global School
N.S. Road, Mianwali Nagar
Paschim Vihar
New Delhi.

Sub: Grant of Recognition to the School from Class I to Class VIII (without aid)
w.e.f. the Academic Session 2007-08

Sir,

In continuation of this office letter No.3093, dated 15/12/2006, on the subject noted above, Recognition to the school is granted from Class I to Class VIII (without aid) w.e.f. the academic session 2007-08, subject to the fulfilment of the following terms & 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 /- (Rupees five Thousand Only) shall be purchased during 2007-08 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 students may be made and facilities of reading room may also be provided immediately and more books worth Rs. 5000 /- (Rupees Five Thousand only) by the start of next session may also be provided and the list thereof be 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 & Rules, 1973 and payment will be made as per section 10(1) of the Delhi School Education Act, 1973 to all the employees / teachers.



Manager

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Principal

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8. That the enrolment on each section shall not exceed the no. of students calculated @ 10 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 Dte. Of Education, Delhi in each class. No. of existing sections should not exceed the no. of proper size in the school.
9. That the school shall dispense with service of unqualified and over-aged staff if any, immediately.
10. That the Government nominees on the managing committee will be called for in MC meetings and decisions will be taken as mentioned in the approved Scheme of Management.
11. The Managing Committee of the school shall not enhance fee structure 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 provisions of Act & Rules.
13. That the services contract between the management and the employees shall be executed immediately as per prescribed norms.
14. That all the facilities prescribed under rule 56 and 57 of DSER, 1973 shall be made available to the students, provisions of rule 6,7 & 8 be strictly observed.
15. That the arrangement of good drinking water and sanitary facilities shall be made available to call the students and teachers.
16. 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.
17. Proof to the effect that the staff has been appointed as per Recruitment Rules, be provided to E.O. for verification.
18. That the school shall not run any activities within the school premises which are not permitted and all the recognized classes shall be run at one place at the above address only.
19. The normal size of the class rooms will be as per specific norms. No other activities other than the education shall be run.
20. Medical facilities leave, LTC, Bonus, Teaching allowance, EPF will be paid from the date of recognition of the school.
21. Arrears of pay etc due to be paid as per pay fixation of Fifth Pay Commission Report, 1996 be paid immediately.
22. Provident Fund Register be maintained and cash book be completed and shown to Education Officer of the zone for verification from time to time.



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23. Staff to be appointed as per norms of Dte. of Education i.e. PET, Yoga Teacher, Domestic Science Teacher, Drawing Teacher, Music Teacher, Regional Language Teacher and SUPW Teacher be appointed and also other staff i.e. one Assistant Teacher for each Primary Section and one and half TGT for each section of Middle Class as per post fixation norms of Dte. of Education be appointed immediately.
24. That copies of the Appointment Letters issued to the staff be provided to the E.O. for verification.
25. That the violation of any instructions / orders / conditions / rules and regulations of the Dept. shall lead to withdrawal of recognition of the school.
26. That a Reserve Fund in the name of Dte. of Education, Delhi and Manager of the School, shall be created in a scheduled bank, equivalent to three month's salary of the staff.
27. That the school shall compliance with the Freeship norms as directed by the Directorate of Education, Hon'ble Court and the conditions, laid down in the Land Allotment letter.
28. The recognition is subject to fulfilment of land norms and affiliation of CBSE.

A report about the fulfilment of the above conditions giving the extent to which each condition is fulfilled shall be sent to the Education Officer in every six months.

Yours faithfully,

(Signature)
5/10/07
(DALJEET KAUR)
DY. DIRECTOR OF EDUCATION
DISTT. WEST-B

Dated Deputy Director of Education
Distt. West-B
Directorate of Education
Block, Vikas Puri, N. Delhi-11

No. DDE/WB/Z-17/

Copy to .

1. Addl. DE (Act/School)
2. Regional Director (West), Dte. Of Education
3. Director, CBSE, Delhi
4. Guard File

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

Deputy Director of Education
Distt. West-B
Directorate of Education
Block, Vikas Puri, N. Delhi

(Signature)

Manager

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(Signature)
Principal

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