

Office of Deputy Director of Education  
Distt West-B Vikaspuri, New Delhi

No. 1256

Dated 31-12-2008

To

The Manager  
Richmond Global School  
NS Road, Mianwali Nagar,  
Paschim Vihar  
New Delhi -87

Sub: Up-gradation of School from middle level to Sr. Sec. level in all the four Streams w.e.f Academic session 2008-09.

Sir,

With reference to your Case No. 81/08-CA –appeal under section 4 (3) of Delhi School Education Act 1973 in the court of honorable Lieutenant Governor of Delhi and as per directions conveyed vide order dated 30-12-2008, your case for up-gradation of school from middle level to senior secondary level was reconsidered by the Directorate of Education and the competent authority is pleased to grant up-gradation from middle level to senior secondary level in all the four streams without aid w.e.f 2008-09 session subject to the fulfillment of the following terms and conditions:

1. That the school shall abide by the provision of DSEA and Rules 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 Sec. and Sr. Secondary 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 Selection 10 (i) of the DSEA and Rules 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.

Principal  
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NS Road, Mianwali Nagar, G.D. Indir Enclave  
Paschim Vihar, New Delhi-110087

8. That the school shall dispense with the service of unqualified and over aged staff, if any immediately.
9. That the service contract between the management and employees shall be executed immediately.
10. Fresh Health certificate from MCD re-obtained and produced to DE for verification.
11. The management committee shall regulate the functioning of school strictly in accordance with the provisions of DSEA and Rules 1973,
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 3 of Section 17 of DSEA and Rules 1973.
13. That all the facilities prescribed under Rule 50 and 51 of the DSEA and Rules 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 the verification to E.O.
15. That staff has been paid all arrear and being paid as per Sixth Pay Commission. Proof be given to EO for verification.
16. That the arrangements 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 purposes.
18. Medical facilities/leave LTC, bonus, Teaching allowances, CPF, etc, be paid since recognition of school.
19. Provident fund register be maintained and cash book be completed and shown to EO of the Zone concerned for verification from time to time.
20. That the management of the school shall create a Reserve Fund of three months salary of staff.
21. That the violation of any instructions conditions/ rules and regulations of the department shall lead to the withdrawal of recognition of the school.
22. The following discrepancies are to be removed within a period of 90 days from the date of receipt of the letter granting upgradation , to the satisfaction of the Director of Education. The removal of these discrepancies alongwith evidence thereof be intimated to the district failing which the upgradation up to senior secondary level granted to the school shall automatically lapse without any further intimation or notice to the Managing Committee of the School.

i) That the school shall refer the case of over aged employees to the Act Branch and seek relaxation, if required by the Act, Branch to do so.

ii) That the staff list and the acquaintance roll will be prepared in the hierarchical designations.

iii) That the school will maintain depreciation reserve fund.

iv) That the school shall refund all money if collected unauthorisedly by the school various heads since its recognition.

Principal  
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NS Road, Mianwali, Dist. Jhelum, Opp. Inder Enclave  
Paschim 110037



23. That the report about the fulfillment of the above conditions be sent to the Education Officer at the earliest.

Yours faithfully,

*Mu*  
31/12/08

(DALJEET KAUR)  
Deputy Director of Education  
District West-B

No. 1256

Dated 31-12-2008

Copy to :

1. P.S. to Director of Education, Directorate of Education, GNCT of Delhi
2. Regional Director (West), Directorate of Education
3. Regional Director, CBSE Delhi
4. Guard File

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(DALJEET KAUR)  
Deputy Director of Education  
District West-B

*[Signature]*  
Principal  
Richmond Global School  
NS Road, Mianwali Nagar, Opp. Inder Enclave  
Paschim Vihar, New Delhi-110087