

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: CARETAKING BRANCH
ROOM NO. 9-A OLD SECTT., DELHI-54 TEL.23890300**

F.No. 1/CTB/Sanitation/11-12/192

Dated : 02-06-11

CIRCULAR

It is in continuation with the information called earlier regarding Open area, covered area and toilet block area from all schools where Private Sanitation Services has been provided. In number of cases the information provided on line was not correct and later on request were received from HOS for correction of the information provided by them. All HOS are requested to be careful and follow the instruction while filling up the information pertaining to open area, covered area and toilet block area.


Budget will be allotted for the financial year 2011-12 on the basis of area information given by the HOS/Principal online in the following format.

1. Name of the School :
2. School ID :
3. Enrollment :
4. Open Area (in Sq. Mtr.) :
5. Covered Area (in Sq. Mtr.) :
6. Toilet Blocks Area (in Sq. Mtr.) :

INSTRUCTIONS TO FILLUP THE PROFORMA:

1. Link regarding above mentioned information is available on the website of Directorate of Education.
2. Only those HOS shall fill up the proforma where private sanitation services have been provided others may fillup N/A.
3. Proforma has to be filled up by both morning & evening shift Principals/HOS as the sanitation services are to be provided in both shifts.
4. While open area may be same for both shifts covered area and toilet area will be different for morning and evening shifts depending upon no. of class rooms and toilets blocks being used in each shift.
5. The information regarding open area, covered area and toilet area may be obtained from concerned J.E./ A.E. of PWD/DSIIDC.

FOR ANY WRONG INFORMATION SUBMITTED ON-LINE THE CONCERNED HOS SHALL BE RESPONSIBLE.


(V.C. PACHAURI)
ASSTT. DIRECTOR OF EDN. (CTB)

OS (IT) with the request to upload in circular and Dte.'s website.

On
26/06/11