

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION, INSPECTION CELL (HQ)
OLD PATRACHAR BUILDING LUCKNOW ROAD
DELHI-110054

F. No. DDE/IC/HQ/2023/ 349-355

Date: 24-03-2023

CIRCULAR

Subject: SCHOOL CLEANLINESS AND INFRASTRUCTURE STATUS

Please refer to the Circular No DDE/IC/HQ/2023/290-97 dated 21.02.2023, Due to Closing of the Financial Session 2022-23, all the Account functionary have action-packed schedule.

In the view of that, School Cleanliness and Infrastructure status Inspection is rescheduled and assigned to the concerned DDE Zones with the direction to complete all Govt. Schools inspection before 31 March 2023.

Thus, All the DDEs Zones are directed to conduct the inspection of the schools as per the list enclosed on the School Cleanliness and infrastructure status in the performs attached herewith and send it through email to (inspecell14@gmail.com) on the same day of inspection by 06.00 P.M. Also submit the hard copy to the Inspection Branch at the earliest.

This issue with prior approval of competent authority

(ZAREEN TAJ)
ADDL. DE (INSPECTION)

No. DDE/IC/HQ/2023/ 349-355
Copy to :-

Date: 24-03-2023

1. PS to Secretary (Education), GNCT of Delhi.
2. PA to Director, Dte. of Education, GNCT of Delhi.
3. Addl. DE (Inspection) , Dte. of Education, GNCT of Delhi
4. DDEs District for ensuring compliance.
5. DDEs Zone with direction take immediate action.
6. Programmer (MIS) for uploading on MIS.
7. Guard File

(RENU)
DDE (INSPECTION)

Inspection Branch (HQ)
E-Mail ID: inspcell14@gmail.com

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School Cleanliness and Infrastructure Status

Name of HOS			
Name of Inspecting Officer			
Date of Inspection			
Number of students enrolled			
Number of Students present on the day of Inspection			
Number of Teaching Staff present on day of inspection		Total number of Teachers	Present on the day of Inspection
S. No	Items	Particulars	Yes/No
1	Main gate and other gates of school	1. Is Sign-board well painted, untampered and readable	
		2. Is Gate well painted, non-rusted and non- damaged	
2	Boundary walls	1. Any Broken or damaged walls	
		If Yes EOR generated or Not	
		2. Is there proper fencing on all sides	
3	Doors and windows of all rooms	1. Any Broken panes	
		If Yes, Status of EOR or Efforts made by HOS	
		2. Any damaged doors and windows	
		If Yes, Status of EOR or Efforts made by HOS	
4	Walls and roof of all rooms	1. Any damaged or un-plastered roofs and walls	
		2. Whether walls of the school are Properly painted	
		3. Is there anything which puts child safety in jeopardy	
		Mention details	
5	Lights and fans in all rooms	1. Provision of proper lighting in all rooms	
		2. Number of damaged or non-functioning lights and fans	
		If any, Mention the Efforts made by HOS	
6	Blackboard, chairs, desks, tables and benches	1. Whether furniture is sufficient for the students	
		2. Are Blackboards broken or untidy	
		3. Any broken or damaged furniture	

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		If Yes, mention the Efforts made by HOS	
7	Toilets and washrooms	1. Clean and hygienic toilets 2. Availability of Handwash/ Soap in toilets 3. Any stinking toilets 4. Is Water facility available 5. Are All taps functioning 6. Any leakage, seepage or stagnant water in toilets	
8	Drinking water facility	1. Clean and hygienic drinking water area 2. Water supply available 3. Clean drinking water 4. Water Cooler and RO are working 5. Any leakage, seepage or stagnant water	
9	General cleanliness	1. Is there any heap of garbage in the school ground 2. Are Dustbins placed at designated places 3. Are cobwebs anywhere 4. Whether the cleanliness in the staircases are satisfactory	
10	Field, playgrounds and open areas	1. Any broken, unused furniture or heap of other items 2. Plants and trees in proper conditions 3. Any waterlogging	
11	Sanitation Material	1. Name of sanitation provider agency 2. Whether the sanitation providing agency provides sufficient materials as per Sanctioned quantity/ minimum required quantity (annexure-iii, Sanitation item list) If no, provide the Action Taken by the HoS	
12	Science lab	1. Whether the labs (Physics/ Chemistry/ Biology) are functional If no, provide the reason	
13	Computer Lab	1. Whether the Lab is functional 2. Whether the K-Yan is used for Education purpose	
14	Child Safety and security	1. Whether the visitor's entry register maintained. 2. Whether the safety and security of children's guidelines issued by the NCPCR, DCPCR, etc.	
Remarks			

Name & Designation of Inspecting officer

Sign

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Annexure-III

List- Material

S N.	Item name	Minimum Required Quantity	
1	Urinal Cubes (400 gm)	10 pkts per month	
2	Disinfectant surface cleaner	20 Liters per month	
3	Naphthalene Balls (500 gm)	10 pkts per month	
4	Room Freshener (175 gm)	5 units per month	
5	Air freshener for toilet blocks (75 gm)	10 units per month	
6	Liquid Hand Wash	20 Liter per month	
7	Toilet Cleaner	15 Liter per month	
8	Bleaching Powder	5 Kg per month	
9	Duster Full Size (24" x 24")	50 units per month	
10.	Mosquito/ Cockroach/Insect Killer (400 ml)	5 units per month	
11.	Biodegradable Garbage Bag (25 kg capacity)	100 units per month	
12.	Broom Long (Bamboo stick) -800 gm	6 units per month	
13.	Broom (Phool) (400 gm each)	6 units per month	
14.	Broom (Hard Stick) (350 gm each)	6 units per month	
15.	Vim Powder (1 Kg)	5 pkts per month	
16.	Toilet Brush	8 units per month	
17.	Glass /Multipurpose Cleaner (1 Liter)	3 units per month	
18.	Rubber Gloves	6 pairs per month	
19.	Dry Mop set (24") with aluminum rod	4 units	In first month of the contract and further to be provided as and when broken/ Required by HOS/HOO
20.	Dust Pan	6 units	
21.	Cobweb Brush (with rod)	2 units	
22.	Wiper (Large) with metal rod	5 units	
23.	Wiper (Small) with metal rod	5 units	
24.	Dustbin (small)	10 units	
25.	Dustbin (big) Plastic with Cover	5 units	
26.	Bucket 16 Ltr.	6 units	
		1 unit	
27.	Aluminum Ladder (6 feet & above)		

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ADDITIONAL POINTS FOR INSPECTION OF TOILETS		
1	Whether separate toilets for students according to age and gender?	Yes/No
2	Whether chemicals /toxic/inflammable substances in the toilet are kept securely and out of access for children?	Yes/No
3	Whether all toilets are well Lit and accessible?	Yes/No
4	Whether all toilet cubicles have easy release lock on the inside no the outside of the cubicle?	Yes/No
5	Whether toilet visits of girls students are Supervised by lady caretaker/lady staff?	Yes/No
6	Whether the hygiene maintained in the girls washroom?	Yes/No
7	Whether all toilets for primary classes have lady staff for cleaning/maintenance?	Yes/No
Pre- Primary and Primary		
8	Are all cisterns free of leaks and working satisfactorily?	Yes/No
9	Is ventilation adequate?	Yes/No
10	Does the floor have an even, unbroken, slip-resistant surface?	Yes/No
11	Is the toilet well finished (plastered, well painted, site cleared and landscaping done)	Yes/No
12	Floor has been mopped clean with a proper cleaning or disinfecting solution	Yes/No
13	For children in Nursery/KG and Class 1 and Class 2, toilet visits are Supervised by lady caretaker/lady staff	Yes/No
14	All toilets for primary classes have lady staff for cleaning/maintenance and no male staff is deployed there.	Yes/No
15	All toilets upto primary classes are adjacent to class on the same floor	Yes/No
16	All toilets for primary classes are child friendly, with doors having adequate gap from the floor, easy release cubicle lock on the inside and no lock on the outside of the cubicle. In the entire area of primary school, there are no male sanitation staff/guards or support staff. All the support staff should be female.	Yes/No
17	For students of classes 3 to Class 5, toilet visits are allowed in groups of 2 (buddy system)	Yes/No
Additional Points for Sanitation Material		
18	Sanitation staff provided by the agency is sufficient?	Yes/No
	if No, provide the action taken by the HoS	
19	Whether any machinery/ equipment's are used for cleaning?	Yes/No
20	Whether the Performance certificate issued by the HoS on monthly basis	Yes/No
	Remarks:-	

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LIST OF OFFICERS

S.No	District	School Name & ID	Allotted To DDE Zone
1.	East	Vishwas Nagar-SKV-1001196	DDE Zone 1
2.	East	Vishwas Nagar-GBSSS-1001204	
3.	East	Anand Vihar - SBV-1001208	
4.	East	Mandawali-SBV (Veer Udham Singh) No. 1-1002001	DDE Zone- 2
5.	East	East Vinod Nagar-SBV (Jai Prakash Narayan)-1002007	
6.	East	Kalyanpuri-SBV-1002008	
7.	East	Khichripur-GBSSS-1002012	
8.	East	Dallupura-SBV-1002013	
9.	East	Mayur Vihar, Phase I, Pkt.II-SKV (Janaki Devi)-1002034	
10.	East	Mayur Vihar, Phase I, Pkt.IV-SKV- 1002036	
11.	East	Khichripur-GGSSS-1002037	
12.	East	Kalyanpuri-GGSSS-1002039	
13.	East	Trilokpuri, Block 27-GGSSS- 1002175	
14.	North East	Tukhmirpur-GBSSS-1104261	DDE Zone-4
15.	North East	Tukhmirpur-GGSSS-1104262	
16.	North East	Sonia Vihar-GGSSS-1104335	
17.	North East	Loni Road,East Gokul Pur,Govt. Boys Sr.Sec.School-1104406	
18.	North East	SABHAPUR-GOVT. BOYS S.SEC. SCHOOL-1104417	
19.	North East	Khajoori Khas-GBSSS-1104015	DDE Zone-4
20.	North East	Joharipur-G(Co-ed)MS-1104017	
21.	North East	Yamuna Vihar, Block C, No.1-SKV- 1104018	
22.	North East	Ghonda, No.2-SKV-1104019	
23.	North East	Gokalpuri -SKV-1104020	
24.	North East	Karawal Nagar-GBSSS-1104143	
25.	North East	Yamuna Vihar, Block B-RPVV- 1104149	DDE Zone-4
26.	North East	Bhajanpura-GBSSS (RDJK)- 1104150	
27.	North East	Vijay Park-GBSSS-1104151	
28.	North East	Khajoori Khas-GGSSS-1104153	
29.	North East	Gautam Puri-GGSSS-1105023	DDE Zone-5
30.	North East	Shahadara, G.T.Road-SKV- 1105024	
31.	North East	New Seelampur, No.2-GGSSS- 1105025	
32.	North East	Brahampuri-GGSSS-1105026	
33.	North East	East Rohtash Nagar-G(Co-ed)MS- 1105028	

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21/3/22

34.	North East	West Jyoti Nagar-GGSSS-1105111	DDE Zone-5
35.	North East	Chauhan Bangar, Jafrabad-GGMS- 1105112	
36.	North East	Brahmpuri-GBSSS-1105113	
37.	North East	Chauhan Bangar, Jafrabad-GBMS- 1105115	
38.	North East	Brahmpuri-GGSSS-1105116	
39.	North East	Sunder Nagari- GBSSS-1106279	DDE Zone-6
40.	North East	Seemapuri- GGSSS-1106281	
41.	North East	Nand Nagri, Janta Flats- GBSSS- 1106283	
42.	North	Nehru Vihar-SKV-1207004	DDE Zone-7
43.	North	Chabi Ganj, Kashmiri Gate- GGSSS-1207042	
44.	North	Nicholson Road-GGSSS-1207043	
45.	North	Magazine Road-GBSSS-1207109	
46.	North	Nathupura-GBSSS-1207110	
47.	North	Nathupura-GGSSS-1207111	
48.	North	Burari-SKV-1207036	
49.	North	Shakti Nagar, No.1-S(Co-ed)V- 1207037	DDE Zone-7
50.	North	Shakti Nagar, No.2-GGSSS- 1207038	
51.	North	Roop Nagar, No.1-G(Co-ed)SSS- 1207039	
52.	North	Roop Nagar, No.3-GGSSS- 1207041	
53.	North	Kinari Bazar, Gali Barf Wali- GGSSS-1208023	
54.	North	Pul Bangash-SKV-1208025	DDE Zone-8
55.	North	Inder Lok-SKV-1208090	
56.	North	Naya Bazar, Sushila Mohan Marg- (Co-ed)Sec. School-1208091	
57.	North	Kishan Ganj-RPVV-1208092	
58.	North	Shastri Nagar-SKV-1208095	
59.	North	Tulsi Nagar- GBSSS-1208219	
60.	North	Shastri Nagar, Lalita Block - SBV- 1208229	
61.	North	Quresh Nagar- S(Co-ed)V (Middle)- 1208233	
62.	North	Quresh Nagar- SBV (Middle)- 1208235	
63.	North West A	C.C. Colony-SBV-1309001	DDE Zone-9
64.	North West A	Shalimar Bagh, Block B(AH)- GBSSS-1309002	
65.	North West A	Dr. Mukharjee Nagar-SV-1309003	
66.	North West A	New Police Lines-SV-1309004	
67.	North West A	SBV, BT Block Shalimar Bagh- 1309005	
68.	North West A	Shalimar Bagh, Block AP-GBSSS- 1309007	
69.	North West A	Guru Teg Bahadur Nagar-GBSSS- 1309008	
70.	North West A	Model Town, No.1-GBSSS- 1309010	

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71.	North West A	Model Town, No.2-GBSSS- 1309011	DDE Zone 9
72.	North West A	Rana Partap Bagh-GBSSS- 1309012	
73.	North West A	Adarsh Nagar, No.1-GBSSS- 1309013	
74.	North West A	Kewal Park-G(Co-ed)SSS-1309017	
75.	North West A	Dhakka-GBSSS-1309022	
76.	North West A	Shalamar Village-GGSSS-1309023	
77.	North West A	Haider Pur-GGSS-1309024	
78.	North West A	Dhakka-SKV-1309025	
79.	North West A	Model Town, No.1-SKV-1309026	
80.	North West A	Guru Teg Bahadur Nagar-SKV- 1309027	
81.	North West A	Rana Partap Bagh-SKV-1309028	
82.	North West A	Shalimar Bagh, Block BL-SKV- 1309030	
83.	North West A	Adarsh Nagar-SKV-1309031	
84.	North West A	Shalimar Bagh, Block B(AH)-SKV- 1309032	
85.	North West A	Shalimar Bagh, Block AP-GGSSS- 1309033	
86.	North West A	Adarsh Nagar-GGSSS-1309034	
87.	North West A	Majlis Park-GGSS-1309036	
88.	North West A	Adarsh Nagar, No.2-GBSSS- 1309125	
89.	North West A	Model Town, No.2-GGSSS- 1309126	
90.	North West A	Azadpur Colony-GGSSS-1309127	
91.	North West A	Azadpur Colony-GBSSS-1309128	
92.	North West A	Azadpur Village-GGSSS-1309129	
93.	North West A	Azadpur Village-GBSSS-1309130	
94.	North West A	Vijay Nagar-SKV-1309167	
95.	North West A	Jahangirpuri, Block A- SBV- 1309253	
96.	North West A	Jahangirpuri, Block A, No.2 - SKV- 1309254	
97.	North West A	Jahangirpuri, Block D-GBSSS- 1309255	
98.	North West A	Pooth Khurd-SKV (Raja RamMohan Roy)-1310043	DDE Zone-10
99.	North West A	Samaipur-GGSSS-1310045	
100.	North West A	Bankner-GGSSS-1310049	
101.	North West A	Siraspur-GGSSS-1310157	
102.	North West A	Barwala-G(Co-ed)SSS-1310161	DDE Zone-11
103.	North West B	Ashok Vihar, Block D-GBSSS- 1411014	
104.	North West B	Ashok Vihar, Phase II-GBSSS- 1411015	
105.	North West B	Pitampura, Block SU-GBSSS- 1411017	
106.	North West B	Wazirpur, J.J. Colony-GBSSS- 1411022	
107.	North West B	Ashok Vihar, Phase I, Block H-SKV- 1411026	
108.	North West B	Ashok Vihar, Phase II-SKV- 1411027	
109.	North West B	Keshavpuram, No.1-SKV-1411028	
110.	North West B	Keshavpuram- SBV-1411029	
111.	North West B	Shakurpur, No.2-SKV-1411030	

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24/12/23

112.	North West B	Bharat Nagar-SKV-1411031	DDE Zone-12
113.	North West B	Rampura- Govt. Co-ed Sarvodaya Vidyalaya-1411032	
114.	North West B	Mubarkpur Dabas, No.2-GBSSS- 1412254	
115.	North West B	Nithari Village- GGSSS-1412258	
116.	North West B	Nithari Village- GBSSS-1412259	
117.	North West B	Sultanpuri, P-Block - GBSSS- 1412288	
118.	North West B	Rohini, Phase-III, Sec-21- Govt. Co- ed Sarvodaya Vidyalaya-1412289	
119.	North West B	Rohini, Sec-22- Govt. Co-ed Sarvodaya Vidyalaya-1412290	
120.	North West B	Rohini, Phase-II, Sec-21- RPVV- 1412291	
121.	North West B	Chandpur Majra-SV-1413001	DDE Zone-13
122.	North West B	Karala-GBSSS-1413079	
123.	North West B	Jaunti-SV-1413181	
124.	North West B	Sawada(Ghevra) Colony, A-Block- SKV-1413266	
125.	North West B	Sawada(Ghevra) Colony H-Block- SV-1413267	
126.	North West B	Begampur, GGSSS-1413268	
127.	West A	Tagore Garden, No.1-GGSSS- 1515026	DDE Zone-15
128.	West A	Madipur, No.1-GGSSS-1515028	
129.	West A	Subhash Nagar, No.1-GGSSS- 1515029	
130.	West A	Raghubir Nagar, J.J. Colony- GGSSS-1515030	
131.	West A	Tagore Garden-GBSSS-1515139	
132.	West A	Ramesh Nagar-SBV-1516002	DDE Zone-16
133.	West A	Mansarovar Garden-SV-1516003	
134.	West A	Moti Nagar SBV-1516010	
135.	West A	Shadi Khampur-GBSSS-1516011	
136.	West A	Prem Nagar-GBSSS-1516013	
137.	West B	Nangloi-SBV-1617002	DDE Zone-17
138.	West B	Nangloi, Kavita Colony-G(Co- ed)SSS-1617004	
139.	West B	Ranhaul-SKV-1617005	
140.	West B	Hiran Kudna-SV(Co-ed)-1617006	
141.	South West A	R.K. Puram, Sector 12-SV (Jose Marti)-1719001	DDE Zone-19
142.	South West A	Sarojini Nagar, No.1-SBV (Ganesh Shankar Vidyarthi)-1719002	
143.	South West A	Sarojini Nagar, No.3-GBSSS- 1719005	
144.	South West A	Sarojini Nagar, No.4-GBSSS- 1719006	
145.	South West A	Moti Bagh I-GBSSS-1719010	
146.	South	R.K. Puram, Sector 2-Sarvodaya Co-ed Vidyalaya-1719013	
147.	South West A	R.K. Puram, Sector 7, No.3-SV- 1719022	

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148.	South West A	Sarojini Nagar, No.3-GGSSS- 1719027	
149.	South West A	Sarojini Nagar, No.1-SKV-1719029	
150.	South West A	R.K. Puram, Sector 4- GGSSS- 1719030	
151.	South	Jonapur- Baba Neem Karoli, SKV- 1923003	
152.	South	Mehrauli Qutab, Sarvodaya (Co- ed) Sr. Sec. Vidyalaya-1923004	DDE Zone-23
153.	South	Dr. Ambedkar Nagar, Sector IV, No.1- SBV (Yogi Arvind)-1923005	
154.	South	Dr. Ambedkar Nagar, Sector IV, No.2-GBSSS-1923009	
155.	South	Malviya Nagar-GBSSS-1923010	
156.	South East	Defence Colony, Block A- SN SKV- 1924025	DDE Zone-24
157.	South East	Jungpura-SKV (Kamla Nehru)- 1924037	
158.	South East	Kidwai Nagar- Sarvodaya Vidyalaya (Rani Durgawati)- 1924039	
159.	South East	Tekhand - GBSSS-1925356	DDE Zone-25
160.	South East	Badarpur, Tajpur Pahari - GGSSS- 1925359	
161.	South East	Badarpur, Tajpur Pahari - GBSSS- 1925360	
162.	South East	Molar Band, No.3- GBSSS- 1925399	
163.	South East	Molar Band, No.4- GGSSS- 1925400	
164.	New Delhi	Kitchner Road-SV-2026002	DDE Zone-26
165.	New Delhi	Pandara Road-GBSSS-2026003	
166.	New Delhi	Pandara Road-SKV-2026004	
167.	Central	Paharganj-GGSSS-2128021	DDE Zone-28
168.	Central	East Park Road-GGSSS-2128025	
169.	Central	Karol Bagh, Link Road, Plot No.1- RPVV-2128031	
170.	Central	New Rajinder Nagar-SV (Rana Pratap)-2128032	

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