



SAMAGRA SHIKSHA- DELHI
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File no:No. F (DE) 29/SS/STC-Cell/2020-21/ 2286-230) Date: 30/09/21

CIRCULAR

Sub: Inspection of Special Training Centre (STCs) for the year 2021.

Samagra Shiksha, a Government of India's flagship programme for school education is running Special Training Centres (STC) for providing Special Training to Out of School Children to bring them to the level of age-appropriate class as per the RTE Act, 2009.

For the smooth functioning of STCs, a monitoring mechanism has been structured and thus inspection shall be carried out in STCs of all the districts, as per the proforma placed at Annexure A

An inspecting team comprising of a DURCC and 2 CRCCs shall be formed at respective district level. The team shall conduct the inspection in 20 randomly chosen STCs of their respective district and submit the report to SS-HQ. Further, a team of officials from SS Headquarter will then inspect any 2 of the inspected STCs to assess the effective working of the STCs.

The DURCC shall submit the Inspection schedule with the list of STCs to be inspected to the OoSC cell of the HQ by October 1, 2021 and conduct the inspection in selected STCs by October 20, 2021.

The inspecting team shall fill all the parts of the Inspection Performa and submit the same to the OoSC Cell, SS HQ online on the same day of inspection and the Hard copy of the same, duly signed by the Inspection team must be submitted to the OoSC cell within two days from the date of inspection.

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A team of officials from SS HQ will carry out inspection in the STCs thus inspected by October 31, 2021 and submit their inspection report.

This issues with the approval of competent authority.

Encl : Annexure A- Inspection Proforma

Mohinder Pal
30/09/2021

(Mohinder Pal)
Deputy Director of Education
Samagra Shiksha-Delhi

Copy to:-

1. Director (North DMC) Education Department.
2. Director (SDMC) Education Department.
3. Director (EDMC) Education Department.
4. Director (New Delhi Municipal Council).
5. Director (DCB).
6. DDE-SS
7. All District DDEs/DPOs
8. PS to Principal Secretary (Education), Old Secretariat, Delhi.
9. PS to Director (Education), Old Secretariat, Delhi.
10. FCA-SS, UEEM.
11. All District, Sr. AO/AO/AAO
12. All DURCCs,
13. All CRCCs, through DURCCs
14. All HoS, (DoE, MCDs, NDMC, DCB) through Website.
- ✓ 15. S.O (IT) to upload on the Education Website.
16. Guard File.

Mohinder Pal
30/09/2021

(Mohinder Pal)
Deputy Director of Education
Samagra Shiksha-Delhi

STC INSPECTION PROFORMA

| | | | | | | | | | |
|----------|--------------------------------------|-------------------------|------------------------|-------------------------|------------------------|-------------------------|------------------------|-------------------------|------------------------|
| A | SPECIAL TRAINING CENTRE | | | | | | | | |
| 1 | School Name | | | | | | | | |
| 2 | School ID | | | | | | | | |
| 3 | Management | | | | | | | | |
| 4 | District | | | | | | | | |
| 5 | Zone(DoE) | | | | | | | | |
| 6 | Zone(DMC,If Management is DMC) | | | | | | | | |
| 7 | Total No. of STCs in School | | | | | | | | |
| B | STC RECORD | STC 1 | | STC 2 | | STC 3 | | STC 4 | |
| 1 | Level-Pri/Upper Pri-(P/UP) | | | | | | | | |
| 2 | Date & No. of Sanction Order | | | | | | | | |
| C | OoSC RECORD | Previous Session | Current Session | Previous Session | Current Session | Previous Session | Current Session | Previous Session | Current Session |
| 1 | Total enrolled | | | | | | | | |
| 2 | Continued | | | | | | | | |
| 3 | Fresh | | | | | | | | |
| 4 | Mainstreamed | | | | | | | | |
| D | ENTITLEMENTS | Provided | Not Provided | Provided | Not Provided | Provided | Not Provided | Provided | Not Provided |
| 1 | Textbooks | | | | | | | | |
| 2 | Uniform | | | | | | | | |
| 3 | Mid Day Meal | | | | | | | | |
| E | INFRASTRUCTURE | Available | Functional | Available | Functional | Available | Functional | Available | Functional |
| 1 | Dedicated Room for STC | | | | | | | | |
| 2 | Lighting facility | | | | | | | | |
| 3 | Fans | | | | | | | | |
| 4 | Cross Ventilation | | | | | | | | |
| 5 | Storage space for TLMs | | | | | | | | |
| 6 | Black/Green Board | | | | | | | | |
| 7 | Seating Arrangement-Desks/Mats-(D/M) | | | | | | | | |

| F | | GYAN LOK- Yes/ No-(Y/N) | | | | | | | |
|---|---|----------------------------|----|-----|----|-----|----|-----|----|
| 1 | | If Yes, Year | | | | | | | |
| 2 | | Yes | No | Yes | No | Yes | No | Yes | No |
| a | K-Yan(1)/OHP | | | | | | | | |
| b | Computer with Printer Scanner (1) and Dongal | | | | | | | | |
| c | Smart LED TV | | | | | | | | |
| d | Educational Kits | | | | | | | | |
| e | Excursion Trip | | | | | | | | |
| f | Abacus(1 per child) | | | | | | | | |
| g | Alimrah (1) | | | | | | | | |
| h | Bag with attached table, water bottle& | | | | | | | | |
| i | Yoga Mats | | | | | | | | |
| j | TLM | | | | | | | | |
| k | Curtains and Curtains rods | | | | | | | | |
| l | Display/bulletin board(1 per centre) | | | | | | | | |
| m | Green Board/Black Board at ground level | | | | | | | | |
| n | Musical Instruments | | | | | | | | |
| o | Board games and sports items | | | | | | | | |
| p | Wall clock(1 per centre) | | | | | | | | |
| 3 | | Yes | No | Yes | No | Yes | No | Yes | No |
| a | Educational kits | | | | | | | | |
| b | Abacus (1 per child) | | | | | | | | |
| c | TLM | | | | | | | | |
| d | Display/bulletin board (1 per centre) | | | | | | | | |
| e | Green Board/Blackboard at | | | | | | | | |
| f | Musical instruments | | | | | | | | |

| | | | | | | | | | |
|---|---|-------------------|-----------------------|-------------------|-----------------------|-------------------|-----------------------|-------------------|-----------------------|
| g | Board games and sports items | | | | | | | | |
| h | Computer with printer, Scanner (1) and Dongle | | | | | | | | |
| i | Smart LED TV | | | | | | | | |
| G | RECORD MAINTENANCE - (M/NM) | Maintained | Not Maintained | Maintained | Not Maintained | Maintained | Not Maintained | Maintained | Not Maintained |
| 1 | Admission Register | | | | | | | | |
| 2 | Prayas Register | | | | | | | | |
| 3 | Teacher's Diary | | | | | | | | |
| 4 | Online/Offline student connection data | | | | | | | | |
| 5 | Assessment Record | | | | | | | | |
| 6 | Mainstreaming Record | | | | | | | | |
| 7 | Stock Registers | | | | | | | | |
| 8 | Paste File | | | | | | | | |
| 9 | Distribution Record/Issue Record | | | | | | | | |
| H | STC TEACHER | | | | | | | | |
| 1 | Name | | | | | | | | |
| 2 | Qualification | | | | | | | | |
| 3 | Date of Initial Joining | | | | | | | | |
| 4 | Contact no. | | | | | | | | |
| 5 | Trainings attended | | | | | | | | |
| I | ACADEMICS | Yes | No | Yes | No | Yes | No | Yes | No |
| 1 | Timetable for Online classes | | | | | | | | |
| 2 | No. of students connected online | | | | | | | | |
| 3 | No. of students connected offline | | | | | | | | |
| 4 | Record of online attendance | | | | | | | | |
| 5 | Worksheets being distributed | | | | | | | | |

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Part-J :SUGGESTIONS & REMARKS of HoS

a. Suggestions and remarks of HoS for STC

b. Suggestions and remarks of HoS for STC Teacher

c. Suggestions and remarks of HoS for CRCC

Signature

Name & Designation

7/10

Part-K : OBSERVATION & RECOMMENDATION

Observations and Recommendations of Inspection Team

[Empty rectangular box for observations and recommendations]

Signature of the Inspecting Team:

1. Signature
Name & Designation

2. Signature
Name & Designation

3. Signature
Name & Designation

4. Signature
Name & Designation

5. Signature
Name & Designation