

SAMAGRA SHIKSHA-DELHI

(A Society under Education Department, Govt. of NCT of Delhi)

3rd Floor, Boulevard Road, Civil Line, Delhi – 110054, Email: spd_delhi@rediffmail.com

No.DE(29)(1)(8)(23)/PB/Misc. File/ 2024-25/6002-6008

Date: 17.03.2026

Circular

Subject: Feedback on Distributed Educational Materials and Workshops conducted in all management schools of DOE/MCD/MDMC/DCB under Samagra Shiksha-Delhi for the year 2025-26.

Samagra Shiksha-Delhi has distributed various materials to schools in Delhi for different conducting activities for the year 2025-26. Before procuring materials for the upcoming session 2026-27, it is essential to gather feedback from the Heads of Schools (HOS) and other stake holders.

To ensure that the provided materials are being utilized effectively for students and teachers, and to identify areas for improvement it felt to take feedback/utilization of these materials provided in all management schools of Delhi for the year 2025-26. It is essential to ensure that these materials are being used by teachers/students for teaching learning process in their respective schools, and no materials are left unutilized.

To facilitate this evaluation, teams are constituted to check the effective utilization of materials as per the attached **Annexure I**.

1. Team Leader: 01 Vice Principal
2. Member: 01 TGT Natural Science
3. Member: 01 Physical Education Teacher (PET)
4. Member: 01 Assistant Teacher

The teams are required to fill up the proforma based on the feedback received from the Head of School (HoS) and the concerned teachers on all the distributed educational material and workshop conducted in the school, along with the observations made by the team during the school visit. The team shall obtain the signature of the concerned Head of School (HoS) on the duly filled proforma. **List of Items provided in schools are available in Circulars already issued. (Available in all the schools)**

The officers/officials deputed for the evaluation shall be treated as **on duty** from **18th March, 2026 to 25th March, 2026** on all working days for the purpose of carrying out the assigned task without any additional remuneration.

In case the official is occupied in any other official duty, the HoS of the concerned school will depute any other official of the same subject for the visits in schools.

The report must be submitted daily in Soft copy at spd_delhi@rediffmail.com by the Team Leader and hard copy duly signed by all members to Samagra Shiksha-HQ, 3rd Floor, Boulevard Road, Civil Line, and Delhi – 110054 on **or before 27th March, 2026**.



Responsibility: Fill the proforma (**Annexure II**) to gather feedback from the HOS of selected schools. (Soft copy is attached to fill online)

- 1) Visit the assigned schools and meet with the HOS.
- 2) Fill the proforma accurately and completely.
- 3) Ensure timely submission of the report.

Submission: The teams are required to fill up the proforma and obtain the signature of the concerned Head of School (HoS). The officers/officials deputed for evaluation are to be **considered on duty from 18th March, 2026 to 25th March, 2026 on all working days.** The report must be submitted in hard copy by the Team Leader to the **Samagra Shiksha-HQ, 3rd Floor, Room No. 313 Boulevard Road, Civil Line, and Delhi – 110054 on or before 27th March, 2026** and Soft copy at spd_delhi@rediffmail.com. For any query please contact Ms. Dimple (9999201486).

Encl: As above


(Jitendra Kumar Singh)
Dy. Director of Education
Samagra Shiksha-Delhi

No.DE(29)(1)(8)(23)/PB/Misc. File/ 2024-25/ 6002-6008

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Copy to:

1. PS to Secretary (Education), Directorate of Education, Old Sectt. Delhi-110054
2. PA to Director (Education), Directorate of Education, Old Sectt. Delhi-110054
3. All DDEs/ DPOs
4. Heads of Concerned Schools
5. All DURCC for compliance
6. OS (IT) with the direction to get the circular uploaded on Department's website.
7. Guard File


(Jitendra Kumar Singh)
Dy. Director of Education
Samagra Shiksha-Delhi