

**GOVT. OF NCT OF DELHI
DIRECTORATE OF EDUCATION
LIBRARY BRANCH
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(edu.librarybranch@gmail.com)**

NO. DE/101/41/Lib.Br./Procurement of Books PF-1/2020-21/158

Date 22/12/2020

CIRCULAR

Subject: Guidelines regarding the Upgradation of Libraries in all the Govt. Schools under DoE by stocking Books and Journals /Magazines for General Studies and Subjects for UPSC and other Competitive Exams and also for providing access of School Library facility to the Alumni of Government schools.

In the Year 2019-20, many students of nearly 200 Government schools have done us proud by clearing NEET (National Eligibility cum Entrance Test), JEE Mains Exam and IIT- JEE Advance Exam. These achievements are motivational and encouraging for the students studying in Government Schools under DoE. Therefore, it is felt necessary that School Library should be supportive enough to provide maximum Books, Journals/Magazines, various online links/websites/portals useful for preparation of different Competitive Exams like UPSC Civil services, National Defence Academy (NDA), NEET, JEE Mains, IIT -JEE Advance etc. to our students and faculty.

In the above-mentioned context, all the Heads of the Government Schools are hereby directed to: -

- a) Make a separate section in the School Library for the Books in a reasonable number of General Studies and Subjects for UPSC Civil Services Exam, NDA and various Competitive Examinations.
- b) Procure books for Competitive Exams as mentioned in the Circular No. DE/101/28/Lib. Br./Procurement of Books/2019-20/523 dated 01/07/2019 and any other titles required as per the need of students of the school preparing for General Studies and Subjects for UPSC Civil Services and other Competitive Examinations.

- c) Subscribe different Journals/Magazines that support students to prepare for Competitive Exams. Some suggested Journals/Magazines are given below. Heads of Schools may also procure other useful Journals/ Magazines meant for General Studies, Subjects for UPSC Civil Services and other Competitive Exams as per the need of the students.

CSR (Competition Success Review)	PratiyogitaDarpan (Hindi/English)
Yojana(Hindi/English, Urdu)	India Today (Hindi/English)
Outlook (Hindi/English)	Physics Today
Chemistry Today	Biology Today
Down to Earth	

NOTE: Expenditure for procuring books/ journals/ magazines suggested in points b) and c) above, may be incurred from the SMC/PWF fund subject to a ceiling of Rupees 10,000/- (Rs Ten Thousand only) for the Academic Year 2020-21.

- d) Share various online links/websites/portals with teachers and students for General Studies and Subjects for UPSC Civil Services, NDA and other competitive exams which will help the students while preparing for these exams. Some suggested links are given below:

ncert.nic.in	nios.ac.in	mea.gov.in
egyankosh.ac.in	prsindia.org	indiabudget.gov.in
yojana.gov.in	idsa.in	ptinews.com
upsc.gov.in	gatewayhouse.in	ibef.org
pib.nic.in	envfor.nic.in	vikaspedia.in
makeinindia.com	diksha.gov.in	mkgandhi.org

- e) Make School library physically accessible to the Alumni of their school by observing the following Safety Norms:
- Permission from the Head of School in the form of Letter /Card issued by HOS to the Alumni for the access to School Library.
 - Permission Letter must carry Photo of the Alumnus and Period (Days / Months) for the access to the School Library.
 - Access of the School Library only in the presence of Librarian/ Teacher -Incharge and during the School Hours.
 - Books can be accessed within the School Library for Reference purpose only.

This issues with the prior approval of the Competent Authority.

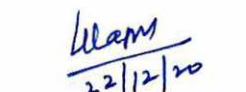

(Dr. Rita Sharma)
Addl. DE (School)

Heads of all Government Schools through DEL-E

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1. PA to Secretary (Education)
2. PA to Director (Education)
3. All RDEs through DEL-E
4. All concerned DDE (District) and DDE(Zone) through DEL-E
5. OS (IT) for uploading on MIS
6. Guard File


(Dr. Harsh Arya)
DDE (Library)