

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION
IT BRANCH, OLD PATRACHAR VIDYALAYA
LUCKNOW ROAD, TIMAR PUR, DELHI -110054

No. F. No/DE/IT/Computer Hardware/Procurement/2017/ 220-226 Date: 24/6/2020

CIRCULAR

SUBJECT: Modernization of School Libraries of Govt. Schools under DoE

REFERENCE: Circular No. F. No/DE/IT/Computer Hardware/Procurement/2017/708-15 dated 22/11/2019

As part of the modernization drive of Govt. School Libraries, DoE has procured Computers and Printers in 2019-20 especially for the School Libraries of all the Govt. Schools under Directorate of Education.

All the Heads of the Government schools under Directorate of Education are hereby directed that

- A) Computers, Printers and UPS received and must be Installed in the School Library/Libraries only and not for any other purpose or in any other room/rooms.
- B) Flawless usage of these Computers, Printers & UPSs must be done in the School Libraries by the Librarians/Teacher In-charge for
- i) Entry of all the Library Books procured/gifted etc. in the Library module available on the MIS.
 - ii) Issue and Return of all the Books in the Module available on the MIS.
 - iii) Other Library related work like compilation of Data for Condemnation, Permissible Loss issuance record etc.
 - iv) Guiding Students to access different e- resources available on the different websites and links.
 - v) Guiding Teachers to access different online resource which will support them in their effective teaching.

All the DDE (District) must ensure that the installation of Computers and Printers are done strictly in the Libraries only for optimum usage of these Computers and Printers by the students and Teachers in all the schools of their respective Districts.

Strict Compliance of this Circular must be followed.

(K. MURUGAN)
Joint Director (IT)

To

All HOS of Govt. Schools of DoE

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Copy for Information to:

1. PA to Secretary (Education) ,GNCT of Delhi
2. PA to Director (Education) , GNCT of Delhi
3. Addl. DE (Schools)
4. All RDEs
5. DDE (Library)
6. All DDEs(District/Zone)
7. Guard File

(K. MURUGAN)
Joint Director (IT)