

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

NO.DE/101/11/Lib.Br/field support /2017/555

Date: 09/05/19

CIRCULAR

SUBJECT: A one day sensitization Workshop for Nodal Librarians empowering them for the smooth functioning of Govt. School Libraries under Directorate of Education.

All the Nodal Librarians (List attached in Annexure -A) are hereby directed to attend a One Day Workshop regarding various check points to a fully functional Library in each school. During the workshop, they would be allocated specific number of schools whose Librarians would be mentored by them. **The duties of the Nodal Librarians will be as following:**

- Sensitizing Librarians/Teacher-Incharge/Assistant Teachers about all the important Circulars in respect of School Libraries.
- Procurement of books under the Head "Improvement of School Libraries-Supply and Material" and assisting the respective Librarians/Teacher Incharge/Assistant Teachers in effective management of the Online Module.
- Completion of file of Mega Book Fair 2018-19 as specified vide Circular No. DE/101/21/Lib.Br./ Procurement of Books/2018-19/01 dated 3/01/2019.
- Entry of Library Books in the Online Library Module on MIS.
- Issue-return/Circulation records to be maintained by the Librarian/Teacher Incharge/Assistant Teachers.
- Process of Stock Verification that is to be carried out by librarian/Teacher Incharge/Assistant Teachers.
- Process of Condemnation to be carried out in school libraries with respect to: -
 1. Condemnation of books
 2. Permissible loss of books
 3. Weeding out of books

- Functioning of Middle school libraries in 400 select schools.
- Planning and execution of library activity week in the assigned schools.
- Management of class room libraries in all the primary sections of Sarvodaya Vidyalayas assigned to them.

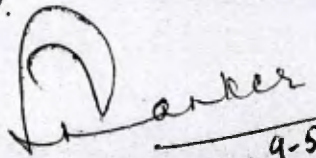
The venue for the workshop is **RPVV Civil Lines (School ID: 1207113)**

The schedule for workshop is as follows: -

Districts	Dates	Total No. of Nodal Librarians
East	03/06/2019	12
North East		12
North		07
Central & New Delhi		06
North West A	04/06/2019	11
North West B		13
West A		06
West B	06/06/2019	08
South West A		04
South West B		08
South		07
South East		08

The timings of the one-day workshop shall be from 10:00 a.m. to 3.30 p.m. on the day allotted to the respective District.

This issues with the prior approval of the Competent Authority.


(Vinita Shanker) 9-5-19
Addl. DE (Library)

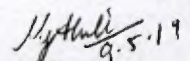
All Heads of Government Schools through DEL-E

No.DE/101/11/Lib.Br/field support /2017/555

Date: 09/05/2019

Encl: ANNEXURE – A (List of Nodal Librarians)

1. PS to Secretary (Education)
2. PS to Director (Education)
3. PS to Spl. DE (Admn)
4. PS to Spl. DE (IT)
5. PS to Spl. DE (CTB)
6. PS to Addl.DE (School)
7. All RDEs
8. All DDEs (District /Zone)
9. OS (IT)for uploading on MIS
10. Guard File


Mythili Bector
OSD (Library Branch)

ANNEXURE - A
LIST OF NODAL LIBRARIANS (2019-20)

S.NO	District	Zone	Name of the Nodal Librarian	Employee ID	School Name	School ID	Shift
1	East	1	MONIKA SHARMA	19940187	Jhilmil Colony-SBV	1001105	Evening
2	East	1	MANOJ KUMAR	20162714	Kanti Nagar-SBV	1001004	Evening
3	East	1	BABITA SHARMA	20060098	Bhola Nath Nagar, No.1-SKV	1001018	Morning
4	East	2	ARCHANA	19945115	Mandawali, No.2- SKV	1002368	Morning
5	East	2	NEELAM RAKHRA	19860521	Patparganj-SKV	1002031	Morning
6	East	2	MANOJ KR SINGH	20000649	Shakarpur, No.2- SBV (Ishwar Chand)	1002004	Evening
7	East	2	SANJEEV NAGAR	20160929	Vasundhara Enclave- GBSSS	1002362	Evening
8	East	2	ARCHANA AHUJA	19960231	Mayur Vihar, Phase II, Pkt.B-SKV (Annie Besant)	1002029	Morning
9	East	2	SANTOSH KUMAR	20161070	East Vinod Nagar- SBV (Jai Prakash Narayan)	1002007	Evening
10	East	3	SUDHIR KUMAR	20102207	Chander Nagar- GBSSS	1003007	Morning
11	East	3	VINEET KUMAR	20160864	Old Seelampur - SBV	1003265	Evening
12	East	3	FARHAT CHAUDHARY	20161020	Gandhi Nagar, No.1- SKV	1003027	General
13	North East	4	MANOJ KUMAR	20160844	Ghonda, No.2- GBSSS	1104007	Evening
14	North East	4	PRAVESH KUMAR SHARMA	20161098	Khajoori Khas- GBSSS	1104015	Evening
15	North East	4	KALPANA NIMESH	20100879	Vijay Park-GGSSS	1104029	Morning
16	North East	4	SHALU RANI	20162663	LONI ROAD,EAST GOKULPUR,GGSSS	1104400	Morning
17	North East	5	ROHTASH KUMAR	20000157	New Seelampur, No.1-SBV	1105004	Evening
18	North East	5	POONAM KUMARI	19890422	Gautam Puri- GGSSS	1105023	Morning
19	North East	5	MADHU YADAV	20005016	Shahadara, G.T. Road-SKV (Mani Ben Patel Bharti Mahila)	1105110	Morning
20	North East	5	MOHD NAIM	20120220	Shastri Park- GBSSS	1105011	Evening
21	North East	6	SHIV JEE SHARMA	20025300	Nand Nagri, Janta Flats-GBSSS	1106004	Evening
22	North East	6	VINEET KUMAR CHAUDHARY	20162298	Ashok Nagar-GBSS	1106010	Evening

23	North East	6	MANOHAR PATHAK	20161931	Mandoli Extension-GBSSS	1106265	Evening
24	North East	6	ANUPRIYA RAI	20160833	Nand Nagri Extn., F-1, F-2, GGSS	1106026	Morning
25	North	7	ASHOK KR. SRIVASTAV	19850599	Shakti Nagar, No.1-GBSSS	1207019	Evening
26	North	7	JYOTI SAINI	20160941	Chabi Ganj, Kashmiri Gate-GGSSS	1207042	Morning
27	North	7	RAHUL KUMAR	20162640	Timar Pur-SBV	1207012	Morning
28	North	7	SURENDRA PRATAP SINGH	20182371	Mukund Pur Village - GBSS	1207236	Evening
29	North	8	REKHA LOHIA	19980714	Inder Lok-SKV	1208090	Morning
30	North	8	ASHISH KUMAR	20161031	Model Basti-GBMS	1208010	General
31	North	8	RUCHI	20161060	Naya Bazar, Sushila Mohan Marg-(Co-ed)Sec. School	1208091	General
32	North West A	9	LATA RANI	20000401	Shalimar Bagh, Block BT-SV	1309005	General
33	North West A	9	POONAM SINGH	19940154	New Police Lines-SV	1309004	General
34	North West A	9	DIGVIJAY SINGH	20100871	Palla Majra-GBSSS	1309269	General
35	North West A	9	MAMTA SAINI	20100905	Azadpur Colony-GGSSS	1309127	Morning
36	North West A	9	RENU SHARMA	19981065	Model town, no 2, GSSS	1309126	Morning
37	North West A	9	AZAD SINGH	20007512	Jahangirpuri, Block A- SBV	1309253	Evening
38	North West A	10	JAI PRAKASH	20051966	Holambi Kalan-G(CO-ED)SSS	1310030	General
39	North West A	10	SHOBIT KR DUBEY	20060191	GHOGA G(CO-ED)SSS	1310400	General
40	North West A	10	PARVESH	19970449	Khera Kalan-SKV (Baba Nane Nath)	1310039	General
41	North West A	10	VIJAY KR SWAMI	19991068	Barwala-G(Co-ed)SSS	1310161	General
42	North West A	10	NAVEEN KUMAR	20160830	Narela, Sect. A-6, Pkt-2 -GBSSS	1310430	Morning
43	North West B	11	RAJENDER KRISHAN	20100906	Ashok Vihar, Block D-GBSSS	1411014	Evening
44	North West B	11	MAHESH VASHISHT	20160835	Keshavpuram, No.2-SKV	1411029	General
45	North West B	11	NIRMALA DASAUNI	19910364	Kailash Enclave-SV	1411005	General
46	North West B	11	SANJAY KUMAR	20160885	Shakurpur, No.2-GBSSS	1411011	Evening
47	North West B	12	VEENA GANDHI VERMA	20171038	Sultanpuri, Block BC-GGSSS	1412035	Morning

48	North West B	12	MANOJ KUMAR	20160980	Pooth Kalan-SBV	1412007	Evening
49	North West B	12	PRAVIN KUMAR	20182382	Mongolpuri, Block D GBSSS	1412130	General
50	North West B	12	PRADEEP KUMAR	19991061	Nithari Village-GBSS	1412259	Evening
51	North West B	12	SWATI KHERA KHANNA	20120115	Mangolpuri, Block-C, S(Co-ed)Sr. Sec. Vidyalaya	1412022	Morning
52	North West B	13	PRAMOD PAWAR	19911126	Rohini, Sector 2 - G(Co-ed) Sarvodaya Vidyalaya	1413006	General
53	North West B	13	RAMESHWAR MEENA	20161052	Sawada(Ghevra) Colony H-Block- SV	1413267	General
54	North West B	13	KITTY SHARMA	19890304	ROHINI, SEC-16- GGMS	1413318	Morning
55	North West B	13	SUNITA JAIN	19910021	Rohini, Sector 11- G(Co-ed)SSS	1413023	General
56	WestA	14	KHURSHID ALI	19970740	Tilak Nagar, No.2- SBV	1514006	General
57	WestA	14	GUDDU SHARMA	20162289	Janakpuri, Block B, No.2-SBV (Shaheed Capt. Anuj Nayyar)	1514008	General
58	WestA	15	HEMA NARANG	19975084	Madipur, No.1- GGSSS	1515028	Morning
59	WestA	15	SURESH CHANDER	20101449	Jaidev Park-SV	1515001	General
60	WestA	16	ANITA RANI	19910905	Shadi Khampur-GBSSS	1516011	General
61	WestA	16	MEENU KATHPALIA	19910076	West Patel Nagar- SBV	1516143	General
62	West B	17	PRAVIN KUMAR	20100910	Nangloi-SBV	1617002	Evening
63	West B	17	PANKAJ	20162637	Peera Garhi Village- SBV	1617254	Morning
64	West B	17	AMIT SEHRAWAT	20162653	Ranhaula- SBV	1617227	Evening
65	West B	17	Indu Rohilla	20160837	Baprola Vihar- GGSS	1617211	Morning
66	West B	18	AJAY KUMAR	20120222	Uttam Nagar, No.2- GBSSS	1618004	General
67	West B	18	ARUN MAGGO	20100908	Vikas Puri, Block- F- G(Co-ed)SS	1618016	General
68	West B	18	Dhanraj Meena	19970739	Matiyala SBV	1618001	Evening
69	West B	18	RENUKA SHARMA	19940148	Binda Pur, Pocket- III-G(Co-ed)SS	1618269	General
70	South West A	19	Parwinder Sharma	19990114	SV No. 3 Sec.-7 R K Puram ND	1719022	General
71	South West A	19	Jitendra Kumar Thakur	20162595	SV Co-ed Netaji Nagar ND	1719102	General

72	South West A	20	Renu Sharma	19940237	SKV, Delhi Cantt	1720018	General
73	South West A	20	Ritu Tanwar	20162290	SKV, Naraina	1720022	General
74	South West B	21	SADHU RAM MEENA	19960158	Palam Village, No.1-SBV	1821004	Evening
75	South West B	21	HEMANT LATA	19940179	Dwarka Sector-6, Govt. (Co-ed) SSS (Site-I)	1821206	General
76	South West B	21	BIJENDRI	20000530	Mahavir Enclave-G(Co-ed)SS	1821136	General
77	South West B	21	PARVEEN KUMAR	20000636	Sagarpur, No.1-GBSSS	1821006	Evening
78	South West B	22	VIRENDER KUMAR	20100914	Surhera-SV	1822003	General
79	South West B	22	ADARSH KUMAR MISRA	20051958	Najafgarh Stadium-GGSSS	1822177	Morning
80	South West B	22	RAJESHWARI DEVI	20160848	Shikar Pur-SV	1822007	General
81	South West B	22	KAJORE MAL MEENA	20000716	Khaira-GBSSS	1822064	Evening
82	South	23	SALMAN ALI KHAN	20162287	Dr. Ambedkar Nagar, Sector V, No.1-GBSS	1923016	Evening
83	South	23	BARKHA	20110161	Dr. Ambedkar Nagar, Sector IV, No.2-GGSSS	1923045	Morning
84	South	23	RAJESH DAHIYA	20100859	Saket, Block J-SBV (Vir Chander Singh Garhwal)	1923056	Morning
85	South	23	NISHA	20110076	R.K. Puram, Sector 2, No.1-SV	1719069	General
86	South	24	PRAMOD KUMAR TALAN	20161021	Chattarpur, Acharya Tulsi SBV	1923081	General
87	South	24	LALIT	20162647	GBSSS, AYA NAGAR	1923354	General
88	South	24	MADHU AGGARWAL	19940100	Neb Sarai-G(Co-ed)SS	1923031	General
89	New Delhi	26	Qaiser Raza Khan	19990089	GBSSS PANDARA ROAD	2026003	General
90	Central & New Delhi	27	RAJESH RANJAN*	20162598	Ajmeri Gate, Gali Bansi Koyle Wall(Urdu Medium)-GBMS	2127032	General
91	Central & New Delhi	27	RAJNI SHARMA	19910037	Dayanand Road-SKV	2127016	General
92	Central & New Delhi	27	MOHD SHARIF	19890289	Darya Ganj, Pataudi House-SBV	2127003	Evening
93	Central	28	VASUNDHARA	19981227	Prasad Nagar-SKV (Baba Ramdev)	2128020	General
94	Central	28	RENU KUMARI	19940174	East Park Road-GGSS	2128025	General
95	South East	25	MANJU CHABRA	19915241	East of Kailash, No.1-GGSSS	1924032	General

96	South East	25	SHARD KUMAR	20162643	Masjid Moth-Sarvodaya(Co-ed) Vidyalaya	1925246	General
97	South East	25	GURMEET KAUR	19970646	Nehru Nagar-G(Co-ed)SSS	1924041	General
98	South East	29	SEEMA	20110160	Molar Band-GGSS No.3	1925190	Morning
99	South East	29	SNIGDHA CHOUDHARY	19940155	Kalkaji, No.2-SKV	1925038	Morning
100	South East	29	DEEPTI	20161032	Madanpur Khadar-GGSSS	1925404	Morning
101	South East	29	EKTA	20000518	Badarpur, No.1-GGSSS	1925042	Morning
102	South East	29	LALITA	19940309	Tuglakabad, Railway Colony-SKV (Rani Jhansi)	1925031	Morning

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