GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: CO-ORDINATION BRANCH  
LUCKNOW ROAD: DELHI-110054

No.30-3(17)/Climate Change/Coord/2009/Pt.File/109 8-10927  Dated: 15/6/2010

To

The All DDEs,
(Districts North, North East, East, North West-A, North West-B, West-A, West-B,
South West-A, South West-B, South, New Delhi & Central)
Directorate of Education,
GNCT of Delhi,
Delhi.

Sub: Meeting held on May 28, 2010 in the Chamber of Director (Education), Old Secretariat, Delhi to discuss Teacher Training Program being executed by Govt. of Delhi in partnership with The Climate Project – India – regarding.

Please find enclosed herewith copy of letter No.NIL dated 08/06/2010 received from Honorary Director, Teacher Training Program on the subject noted above for necessary action at your end.

In the above said letter, it is requested to provide details pertaining to each of the training venues with (i) AV equipment, Microphone system and Projector (ii) the list of Govt/Aided/Private schools and (iii) name of the teachers attending the training at each venue.

In this letter Honorary Director, Teachers Training Program also asked to collect the data from schools about their current waste disposal and energy and water usage patterns - baseline data. So all DDEs of districts are requested to collect the data from the schools and forward to the Honorary Director, Teachers Training Program.

As it was agreed in the meeting that the Training will take place from 15th to 17th July, 2010, therefore all DDEs of districts must ensure that all information should reach to the Honorary Director, Teachers Training Program, The Climate Project-India, Paharpur Business Centre, 21, Nehru Place Greens, New Delhi-110019 by 30th June 2010 under intimation to the Coordination Branch.

This issue with the prior approval of the competent authority.

Encl: As above.

(Shashi Kaushal)  
Addl. Director of Education (Coord.)
Copy for information and necessary action to:

1. PS to Pr. Secretary (Education), GNCT of Delhi, Old Secretariat, Delhi
2. PS to Director (Education), Directorate of Education, GNCT of Delhi
3. PS to Addl. Director of Education (School), Directorate of Education
4. Sh. Krishan Kalra, Honorary Director, Teacher Training Program, Paharpur Business Centre, 21, Nehru Place Greens, New Delhi-110019.
5. Joint Director of Education (HQ), Directorate of Education with the request to monitor the Training Program to make it successful.
6. Joint Director of Education (Estate), Directorate of Education with the request to decide the training venues with DDEs of districts.
7. OS (IT) with the request to upload the letter along with enclosure on the website.
8. Guard File

(Shashi Kaushal)
Addl. Director of Education (Coord.)

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June 8, 2010

To,

Director of Education
GNCT
Lucknow Road
New Delhi 110054

Dear Sir,

Re.: Meeting held on May 28, 2010 at Old Secretariat, New Delhi to discuss Teacher Training Program being executed by Government of Delhi in partnership with The Climate Project-India

We write in furtherance to our meeting held at Old Secretariat, New Delhi, on May 28, 2010 at 12 noon, when we discussed the Teacher Training Program and logistics associated with conducting the trainings. It was agreed that the training would be conducted over a maximum of 3 days i.e. July 15 to July 17, 2010. The training sessions would be held across 11 venues, each venue being located in each of Delhi’s 11 zones.

It was further agreed that Government of Delhi would be responsible for and bear the cost of the following arrangements vis-à-vis executing the trainings:

1. Venues with AV equipment, microphone systems, and projector
2. Issuing orders to all private and government schools to ensure that 2 of their teachers attend a training being held in their zone
3. Providing list of attendees/school for each training at each venue to TCP-I for registration
4. Printing and preparing certificates for teachers, which need to be handed over to TCP-India at least one week before the trainings i.e. no later than July 7, 2010
5. Providing refreshments for teachers attending the trainings at each venue
6. Arranging for transport for teachers
7. Gathering data from schools about their current waste disposal and energy and water usage patterns - baseline data
8. Organizing press conference/press release
Kindly note that we are in the process of organizing our volunteers and trainers and wish to allocate them specific trainings, for which we require confirmation of the training venues. We plan to meet with our network of volunteers on June 12, 2010 and would therefore request you to kindly let us know the details pertaining to each of the training venues as soon as possible.

Thereafter, we look forward to receiving the list of schools and teachers attending the trainings at each venue.

Sincerely,

[Signature]

Krishan Kalra
Hon. Director, Teacher Training Program
Manager

[Signature]

Anushka Pinto
Country