CIRCULAR

Sub: One day workshop for all RDEs, DDEs (District/Zones), Heads of School, Mentor Teachers, DIET Principals, CRCs, Officers of School and Exam Branches.

One Day Workshop is being conducted for all RDEs, DDEs (District/Zones), Heads of School, Mentor Teachers, DIET Principals, CRCs, Officers of School and Exam Branches of Directorate of Education as per following schedule:

Date: 08.04.2016
Time: 09:30 AM to 05:00 PM
Venue: Thyagraj Stadium, INA, Delhi,

- The arrangement for lighting, electrical connections, 30 tables, 30 chairs, 20 sofas, stage and bouquets will be made by the Sports Branch.
- DDE (South) will make the arrangement of 3 LED Screens, sound system, photography and video recording for the workshop.
- DDE West-A along with Ms. Kiran Malhotra (SPE) will make necessary arrangement for seating, attendance and overall discipline.
- DDE Zone 13, along with Ms. Pushpa Ratnam (SPE) will make the arrangement for refreshment.
- All concerned DDEs will ensure that all codal formalities are observed for the work designated to them.

All the participants are directed to attend the workshop positively.

This issues with the prior approval of the Competent Authority.

(Dr. (Mrs.) Sunita S Kaushik)
Addl.DE (School)

Copy to: -
1. PS to Secretary (Education).
2. PS to Director (Education).
3. DDE(South) for making necessary arrangements of LED Screens.
4. DDE(Sports) for making necessary arrangements.
5. OS (IT) to please upload it on the website.