

**GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION, INSPECTION CELL (HQ)
OLD PATRACHAR BUILDING, LUCKNOW ROAD, TIMARPUR DELHI-110054**

No. DDE/IC/HQ/2020-21/ 340-45
CIRCULAR

Dated 02/08/2021

MANDATORY SCHOOL INSPECTION FOR THE MONTH OF AUGUST 2021

The Officers of Directorate of Education as per list enclosed are directed to conduct Mandatory Inspections of Govt. Schools, during the month of August, 2021. Apart from Mandatory Inspection, **Inspecting officer will submit a complete report about the Vaccination centres and Food distribution centres separately (If applicable).**

Mandatory Inspection Performa to be filled as usual available on MIS "Part A to Part K" of Inspection Proforma will display the information submitted by HOS and Inspecting Officers will have to verify and record their observation on the proforma and submit online Inspection report preferably on the same day of Inspection. Hard copy of the Inspection Report duly signed by the Inspecting Team must be submitted to Inspection Branch (HQ) within three days from the date of Inspection.

Link for submitting Mandatory Inspection Report:-

Dele/ Branch login → School Plant → Inspection → Inspection Entry / Report 2021-22 → Mandatory School Inspection.

The Heads of Schools are directed to take remedial action on shortcomings pointed out by the Inspecting officers and submit Action Taken Report (Pointwise) through MIS as well as Hard copy of ATR point wise '**in tabular form**' on note sheet with **Comments of DDE Zone and DDE District** alongwith supporting documents in file (on the correspondence side) to the Inspection branch within 10 days of Inspection.

Apart from these, the DDE Districts and the DDE Zones are requested to visit schools under their jurisdiction as per norms and submit the report to the Inspection Branch on regular basis. All the officers are also informed that if there is any **Vaccination centres/ Food Distribution centres** running in school than a separate checklist is to be submitted by mail within two days of Inspection to Inspection branch at Email-**ID-inspcell14@gmail.com**.

This issues with the approval of competent Authority.

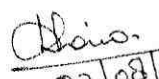

Dr. Harsh Arya
DDE (Inspection)

No. DDE/IC/HQ/2020-21/ 344

Dated:- 02/08/2021

Copy to:-

1. PS to Pr. Secretary of Education, GNCT of Delhi.
2. PS/PA to Director of Education, GNCT of Delhi.
3. Addl. Director of Education (Inspection Branch), GNCT of Delhi.
4. All RDE/DDE-District/DDE-Zones/SPE's/ HOS through MIS.
- ✓ 5. OS (IT) with the request to upload the same on the MIS.
6. Office Copy


02/08/2021
Dhanveer Singh
OSD (Inspection)

Inspection Branch (HQ)
E-Mail ID: inspcell14@gmail.com

Vaccination Centre Checklist

S. No	Particular	Yes/ No
1	Number of sites working at vaccination center	
2	Covid Appropriate Behavior followed at the site like Social Distancing, mask, Sanitizing	
3	Ambulance available	
4	Doctors available at vaccination site in case of emergency	
5	Waste of Dosage	
6	Whether the vaccination sites sanitized on daily basis after the vaccination.	
7	Additional Security Guards to maintain the CAB	
8	Sufficient Drinking water facility / Proper cleanliness of toilets	

Food Distribution Center Checklist

S. No	Particular	Yes/ No
1	Whether the sufficient staff is deployed for the Distribution of Ration on rotation basis	
2	Whether the rooms is clean, where the grains is stored	
3	Whether the Social distancing, Crowd Management and other protocol of Covid -19 is maintained properly	
4	Containers with predetermined capacity in Kilogram (4kg & 1kg) is available or not	
5	Covid Appropriate Behavior followed at the site like Social Distancing, mask, Sanitizing etc.	
6	Whether the sufficient number of Gloves, mask, liquid handwash, soap, sanitizers is available	

Remarks/Comments if any:-

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**Mandatory Inspection Schedule for AUGUST 2021/ Covering Schools
working as Vaccination and Food Distribution Center**

Total Schools-144

S. No	Name of the Officer	Designation	School ID	School Name	Shift
1	Dr. Harsh Arya	DDE Inspection /Primary/ Nursery	1411042	Saraswati Vihar, Block A-GGSSS	General
2			1411123	Govt. Sarvodaya Vidyalaya C-Block, Saraswati Vihar	General
3	Mr. Anil Kumar	DDE (NIOS)	1207032	Sarvodaya Vidyalaya, Lancer Road	Morning
4			1720033	SKV Ghitorni	General
5	Mr. Suresh Chand Meena	DDE (Vocational)	1207035	SKV - Malka Ganj	Morning
6			1207116	Burari-GBSS	Evening
7	Dr. Surya Kant Prasad	DDE (Award)	1207109	GBSSS Magazine Road, Delhi	Evening
8			1309125	GBSSS No.2 Adarsh Nagar	Evening
9	Mr. Ashok Kumar	DDE (LW)	1309031	SKV Adarsh Nagar	Morning
10			1309004	New Police Lines-SV	General
11	Sh. Mohinder Pal	DDE (PGMS & RTI)	1309253	GBSSS Jahangir Puri, Block-A, No. 2, Plot No.2	Evening
12			1309126	Model Town, No.2-GGSSS	Morning
13	Ms. Razia Begum	DDE (Co-ordination)	2128019	Old Rajinder Nagar-SKV (Swami Daya Nand)	General
14			2128018	SKV Aram Bagh Lane	General
15	Dr. Neeraj	DDE (Science)	1208027	Govt. Sarvodaya co- ed Middle School Quresh Nagar, Idgah	General
16			1104024	Yamuna Vihar, Block C, No.2-SKV	Morning
17	Mr. Sanjay Subhas Kumar	DDE (Exam)	1617028	SKV Peera Garhi Village	General
18			1617036	SKV Amalwas Jawla puri	General
19	Sh. U.D. Ojha	DDE (School)	1207111	Nathupura-GGSSS	Morning
20			1309128	Azadpur Colony-GBSSS	Evening

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21	Ms. Nirupama Abhyankar	DDE (School of Excellence)	1516018	SKV Moti Nagar	General
22			1516068	Karampura, Industrial Area-G (Co-ed)SSS	General
23	Ms. Asha Aggarwal	DDE (Sports)	1207113	RPVV Civil Lines	Morning
24			1309129	Azadpur Village-GGSSS	Morning
25	Mr. Daya Shankar	DDE SOSE	1822044	GGSSS No.1 Najafgarh	Morning
26			1822047	GGSSS No.2 Najafgarh	Morning

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DDE Districts					
27	Dr. Mohammad Javed Qamar	DDE EAST (Z-1-3)	1001111	GGSSS, Jhilmil colony	Morning
28			1003205	Govt. Co-ed sr. Sec. School Shivpuri	General
29	Ms. Neelam Yadav	DDE North East-I (Z-4)	1104008	GBSS, C-2, Yamuna Vihar	Evening
30			1104151	GBSSS Vijay Park, Maujpur	Evening
31	Mr. Pramod Chander Katiyar	DDE North EAST-II (Z- 5,6)	1105017	GBSSS, Jafrabad Extn.	Evening
32			1106261	Meet Nagar B-block, Delhi-94, Govt. Boys Sec. School	Evening
33	Sh. Shruti Bodh Aggarwal	DDE NORTH (Z-7,8)	1207038	GGSSS No.2 Shakti Nagar	Morning
34			1208011	Chandni Chowk-G(co-ed) SS	General
35	Ms. Renu	DDE NW-A (Z-9,10)	1309280	Govt. Sarvodaya Vidyalaya, Bhalswa Village, Delhi	General
36			1310009	Badli-GBSSS	General
37	Mr. Tapeswar	DDE NW-B-I (Z-11,12)	1411125	GGSSS B-block, Anandvas Shakurpur	Morning
38			1411021	SKV, Block-A Keshavpuram	Morning
39	Ms. Savita Drall	DDE NW-B-II (Z-13)	1413078	Karala- SKV	Morning
40			1413333	Rohini School of Excellence, Sector-17	General
41	Mr. Kailash Chand	DDE W-A (Z-14,15,16)	1514023	Hari Nagar, Block -BE RPVV	General
42			1516002	SBV Ramesh Nagar	General
43	Dr. Yadaiah Marka	DDE W-B (Z-17,18)	1617258	GBSSS Baprola	General
44			1618191	Bindapur- G(Co-ed)SSS	Morning
45	Dr. Mukesh Chand	DDE SW-A (Z-19,20)	1719125	Munrika, Sarvodaya (Co-ed)SSS	General
46			1720014	SKV No.1 Janak Puri, Block D,	Morning
47	Mr. Satpal Singh	DDE SW-B-I (Z-21)	1821031	G(Co-ed)SSS Dwarka, Sector-VI	General
48			1821234	SBV Dwarka Sector-I Pkt-7	Evening
49	Ms. Bimla Kumari	DDE SW-B-II (Z-22)	1822176	Sarvodaya Kanya Vidyalaya Deendar Pur	General
50			1822060	GGSSS No.3 Najafgarh	Morning

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51	Mr. Rajveer Singh	DDE SOUTH (Z-23,24)	1923036	Ishani Govt. Sarvodaya Kanya Vidyalaya G-Block Saket	Morning
52			1923037	SKV Chirag Delhi	Morning
53	Dr. Sanjay Chaturvedi	DDE (SE) (Z-25,29)	1925042	GGSSS No.1 Badarpur,	Morning
54			1924032	GGSSS No.1 East of Kailash	General
55	Sh. Vikas Kalia	DDE CENTRAL (Z-26,27)	2127025	GGSSS Chashma Building (Urdu Medium)	Morning
56			2127021	SKV Bulbuli Khana	Morning

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DDE ZONES					
57	Ms. Renu Bhatia	DDE Zone 1	1001006	SBV, A-Block, Surajmal vihar	Evening
58			1001009	SKV, Railway Station, Anand Vihar	Morning
59	Sh. Satish Kumar Sharma	DDE Zone 2	1002351	Govt. Co-ed. Sr. Sec. School Preet Vihar	General
60			1002399	RPVV IP Extension	General
61	Dr. Prem Kumar Tyagi	DDE Zone 3	1003009	GBSSS Block-13 School Geeta Colony	Evening
62			1003033	GGSSS, Kailash Nagar	Morning
63	Mr. S.K Sharma	DDE Zone 4	1104023	GGSSS B-1, Yamuna Vihar	Morning
64			1104400	GGSSS Loni Road, East Gokulpur,	Morning
65	Sh. Rajeev Kumar	DDE Zone 5	1105018	SKV Zeenat Mehal near Jaffarabad Metro Station	Morning
66			1105238	GGSS JJ Colony Marginal Bandh New (seelampur)	Morning
67	Smt. Meena Kumari	DDE Zone 6	1106119	GBSSS, A-block, Nand Nagri, Delhi -110093	Evening
68			1106004	GBSSS, Janta Flats, Nand Nagri	Evening
69	Smt. Kamal Jeet Kaur	DDE Zone 7	1207042	GGSSS Chabi Ganj, Kashmiri Gate	General
70			1207108	RPVV Raj niwas marg,	General
71	Ms Sudha Singh	DDE Zone 8	1208013	SKV Gulabi bagh	Morning
72			1208014	SKV Partap Nagar	Morning
73	Mr. Bhagwati Swarup Aggarwal	DDE Zone 09	1309256	SKV Block- D (Rani Chennama), Jahangirpuri	Morning
74			1309007	GBSSS, AP-Block, Shalimar Bagh	Evening
75	Mrs. Balesh Kumari Vijayrun	DDE Zone 10	1310033	SKV Dariyapur kalan (Updesh kaur)	General
76			1310049	GGSSS Bankner	Morning
77	Ms. Reeta Gupta	DDE Zone 11	1411178	Govt. Co-ed sr. Sec, school. Sainik vihar, Rani Bagh	General
78			1411032	Rampura- Govt. Co-ed Sarvodaya Vidyalaya	General
79	Dr. Davindera	DDE Zone 12	1412007	Sarvodaya bal Vidhyalay Pooth Kalan	Evening
80			1412248	Govt Sarvodaya Bal Vidhyalay Rohini Extn. Sector-20	Evening

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81	Ms. Sunita Shokeen	DDE Zone 13	1413002	SV Rohini, Sector 3	General
82			1413027	Sarvodaya Co-ed Vidyalaya Sec. 8 Rohini	General
83	Dr. Jai Kishan	DDE Zone 14	1514021	SKV Hari Nagar, Clock Tower	General
84			1514112	GBSSS Hari Nagar, Clock Tower, Site-2	General
85	Dr. Rakesh Rahi	DDE Zone 15	1515003	SBV Subhash Nagar	General
86			1515024	SKV Madipur, No.2	General
87	Mr. Rood Mal Meena	DDE Zone 16	1516003	SV Mansarovar Garden	General
88			1516011	GBSSS Shadi Khampur	General
89	Mrs. Alka Sehrawat	DDE Zone 17	1617002	SBV Nangloi	Evening
90			1617026	SKV Nilothi	Morning
91	Sh. Anil Kumar	DDE Zone 18	1618010	GBSSS Vikas Puri, Block G	Evening
92			1618021	GGSSS No.2 Uttam Nagar	General
93	Sh. Rajbir Singh Yadav	DDE Zone 19	1719001	SV R.K. Puram, Sector 12 (Jose Marti)	General
94			1719002	SBV No.1 Sarojini Nagar, (Ganesh Shankar Vidyarthi)	General
95	Sh. Sudhakar Bhimrao Gaikwad	DDE Zone 20	1720010	GBSSS Naraina, 2nd Shift	Evening
96			1720015	SKV Inderpuri, Budh Nagar, F-Block	Morning
97	Mr. Sushil Kumar	DDE Zone 21	1821007	GBSSS No.2 Sagarpur,	Evening
98			1821237	GBSSS Dwarka, Sector III (II Site)	General
99	Sh. Anant Ram Meena	DDE Zone 22	1822064	GBSSS Khaira	Evening
100			1822065	GBSSS Najafgarh, Jharoda Kalan	General
101	Dr. Ashok Kumar Tyagi	DDE Zone 23	1925333	S(Co-Ed)V Shahpur Jat	General
102			1719106	Sarvodaya(Co-Ed)SSS Safdarjung Enclave	General

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103	Mr. Ganesh Prasad	DDE Zone 24	1923081	SBV Chattarpur, Acharya Tulsi	General
104			1923031	G(Co-ed)SS Neb Sarai	General
105	Dr. Akhilesh Kumar Bhatta	DDE Zone 25	1924041	G(Co-ed)SSS Nehru Nagar	General
106			1924043	SKV Hari Nagar Ashram	Morning
107	Mr. Virender singh	DDE Zone 26	2026003	GBSSS Pandara Road	General
108			2026004	SKV Pandara Road	General
109	Sh. Hans Raj Meena	DDE Zone 27	2127179	SKV No.2 Lal Kuan, Zeenat Mahal,	Morning
110			2127180	GGSS No.1 Lal Kuan,	Morning
111	Mr. Bharat Bhusan Gupta	DDE Zone 28	2128001	SBV Paharganj	General
112			2128002	SBV Jhandewalan, Plot -6 (Asharfi Devi)	General
113	Dr. Shamshad Ali	DDE Zone 29	1925050	GBSSS Molar Band	Evening
114			1925432	Madanpur Khadar School of Excellence, J.J Colony, Phase-II	General
DEOs					
115	Ms. Sangeeta Deshwal	DEO Zone 28	1924005	SKV Hari Nagar Ashram	General
116			1617010	SKV Nangloi	Morning

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SPE ZONES					
117	Mrs. Neelam	SPE Zone-1	1001001	Bhola Nath Nagar-SBV (Babu Ram)	General
118			1001008	SBV No.1, Bhola Nath Nagar	Evening
119	Ms. Nirmala Rani	SPE Zone-2	1002015	SBV Mayur Vihar, Phase II, Pkt.B	Evening
120			1002020	GBSSS Kalyanpuri	Evening
121	Mr. Suresh Chand	SPE Zone-4	1104003	SBV No.2 Yamuna Vihar, Block B,	Evening
122			1104004	GBSSS Gokalpur Village	Evening
123	Mrs. Sunil Devi	SPE Zone -7	1207014	SBV Gokhle Marg	General
124			1207016	GBSSS No.2 Roop Nagar	General
125	Ms. Kamlesh Chandra	SPE Zone-8	1208002	SBV Qutab Road	General
126			1208006	GBSSS Padam Nagar	Evening
127	Dr. Leena Vyas	SPE Zone -10	1310017	SBV Narela	General
128			1310022	G(Co-ed)SSS Bhorgarh	General
129	Smt. Kamini Rawat	SPE Zone -11	1411037	Govt. Co-ed SSS Tri Nagar, Narang Colony	General
130			1411026	SKV Ashok Vihar, Phase I, Block H	Morning
131	Mrs. Kiran Sharma	SPE Zone -14	1514016	SKV Tilak Nagar, No.3	General
132			1514017	SKV Vikas Puri, Distt. Centre	General
133	Smt. Bhupinder Ahlawat	SPE Zone -16	1516019	SKV Basai Darapur	General
134			1516143	SBV West Patel Nagar	General
135	Smt. Bharpai Sehrawat	SPE Zone -17	1617214	Kunwar Singh Nagar, Ranhaula-G(Co-ed)SSS	General
136			1617254	SBV Peera Garhi Village	Morning

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137	Ms. Indira Rikhi	SPE Zone -20	1720028	GBSSS Rajokri	General
138			1720029	GBSSS Mahipal pur	Evening
139	Mrs. Amita Grover	SPE Zone -22	1822012	GBSSS Kair	General
140			1822040	SKV Kair	General
141	Smt. Sriparna Sinha	SPE Zone -23	1923011	Dr. Ambedkar Nagar, Sector V-GBSSS (Shaheed Anushuya Prasad)	Evening
142			1923012	Chirag Delhi-GBSSS	Evening
143	Ms. Kamlesh Kumari Sirohi	SPE Zone -26	2127014	Kamla Market, Zeenat Mahal-SKV No.1	Morning
144			2127015	Mata Sundri Road-SKV	Morning

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