GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI DIRECTORATE OF EDUCATION: SCHOOL BRANCH OLD SECRETARIAT: DELHI-110054.

No. DE.23 (632)/Sch.Br./2017/ 443

Dated: 05/64]) 8

CIRCULAR

Sub: Guidelines for Implementation of Mission Buniyaad.

With reference to earlier circulars regarding Assessment of students, it is assumed that all the Heads of Govt. Schools have re-grouped the students as per the final assessment. Further, in continuation to the circular No. DE. 23 (632)/Sch.Br/2018/265 dated 5/3/2018, Mission Buniyaad is being implemented for the target group- (i) Students of Classes 3 to 5 and (ii) Students of Classes 6 to 9 who are below Advance Story level in first language and Division in Maths. The period of campaign is 2nd April to 30th June, 2018 (First Phase from 2nd April to 10th May, 2018 part of the regular school schedule, second phase from 11th May to 30th June, 2018 merged with Summer Camp).

The combined Training of Heads of Schools, TDCs etc of "Mission Buniyaad" will be organised on **11.04.2018 & 16.04.2018** for which the details will be shared separately.

The trainings of three teachers of Sarvodaya Vidyalayas for Classes 3 to 5 and two teachers for all schools for classes 6 to 9 organised by SCERT Delhi have already been completed. Next round of 2 days training shall be organised by SCERT between April 23 to 28, 2018 for additional teachers who are likely to work with students of classes 6 to 9 in their respective schools beyond 11th May. Heads of Govt. Schools are requested to identify them and send them for the training as per the schedule to be provided by SCERT.

Instruction manuals for HOS & Teachers and copies of students' learning material have been shared with teachers during the training. DBTB is distributing the students' material for all students to be covered under "Mission Buniyaad". These materials are:

Classes 3 to 5: (a) Kahaniyan hi Kahaniyan and (b) Number Card- For ALL students studying in classes 3 to 5.

Classes 6 to 8: (a) Kahaniyon ka Khazana (b) Hamara Ganit-For students of classes 6 to 8 who are below Advance reading in Hindi/Urdu and/or below division level in Maths.

J. Kair

Class 9: Learning Enrichment Material

HoS will ensure that these materials are distributed only among the students who are part of the target group for "Mission Buniyaad" i.e. those below Advance reading in Hindi/Urdu and below division level in Maths i.e. Nishtha and Neo Nishtha sections.

All materials (Instruction Manual and Students learning material) are also available at <u>http://www.edudel.nic.in</u> \rightarrow Visitor Counter \rightarrow Mission Buniyaad.

Head of Schools are directed to provide the print out to the teachers as per the requirement. Further, for some maths activities, a bundle of straw with rubber bands will be required which should be purchased locally.

Recommended schedule of activities between April 7 to May 10, 2018

For classes 3 to 5:

- Daily activities to strengthen reading and writing proficiency in Hindi/Urdu for at least one hour using the pedagogy shared with the teachers during the training and material being provided for the same.
- Daily activities to strengthen basic maths competency for at least one hour using the pedagogy shared with the teachers during the training and material being provided for the same with students of Classes 4 and 5 (42 schools implementing the project in collaboration with Jodo Gyan are exempted from these activities).
- Separate groups may be created for Hindi/Urdu and Maths on the basis of their level reported in the baseline for each target class or otherwise combined. For example children at beginner, letter and words may be in one group and those at Paragraph and Story level in other. Similarly, children at beginner and number recognition level may be in one group and those at subtraction and division be in the other group. Refer <u>www.edudel.nic.in</u> at Student→ Chunauti→ Level of Students as per final assessment(Class 3 to 5).
- Apart from one hour each for Hindi/Urdu and Maths, there should be one hour of library activities so that children are encouraged further to read.

J. Kain

- Children who are already at Story level in Hindi/Urdu or can solve numericals of 2 digits by 1 digit, should also be involved in "Mission Buniyaad" to further improve their reading fluency and writing skills.
- In the remaining time, teachers may take up interesting activities of English or EVS subject.

For Classes 6 to 8:

- Daily activities to strengthen reading and writing proficiency in Hindi/Urdu for at least 90 minutes using the pedagogy shared with the teachers during the training and material being provided for the same.
- Daily activities to strengthen basic Maths competency for at least 90 minutes using the pedagogy shared with the teachers during the training and material being provided for the same.
- Separate groups may be created for Hindi/Urdu and Maths on the basis of their level reported in the baseline for each target class. For example children at beginner, letter and words may be in one group and those at Paragraph and Story level in other. Similarly, children at beginner and number recognition level may be in one group and those at subtraction and division be in the other group. Refer <u>www.edudel.nic.in</u> at Student→ Chunauti→Level of Students as per final assessment (Class 7 to 9).
- For children joining class 6 in 2018, baseline should be conducted between April 9 to 14, 2018 and group assigned immediately. Similar approach should be followed in case of new admission in any classes from 3 to 9. Online module will be active for adding the level of new students.
- Apart from 90 minutes each for Hindi/Urdu and Maths, there should be one hour of library activities so that children are encouraged further to read.
- In the remaining time, i.e. beyond four hours, teachers may take up interesting activities on English, using "Let's learn English" booklet having listening, speaking, reading and writing activities alongwith Grammar Books. This will help children acquire English reading, writing and speaking skills though it is not specifically being included under "Mission Buniyaad".
- No regular syllabus of any subject shall be introduced for students covered under "Mission Buniyaad" during this period. For the target group of "Mission Buniyaad",



only Hindi/Urdu reading writing, Maths activities and foundational English activities using "Let's learn English" and recently provided "Grammar Book" should be conducted till June end.

• Children who are already at Advance Story level in Hindi/Urdu and can solve numerical of 3 digits by 1 digit, may participate in daily library activities. Apart from that, since this is Pratibha group, regular syllabus may be initiated with light topics from the first term of syllabus. Thus, regular syllabus should be conducted with Pratibha group only.

For Class 9:

- For students promoted from Class 8 to 9 and are below Advance Story, Division and Story level in the three domains respectively and those detained in Class 9, one period each of Hindi, Maths and English should be conducted using the LEM Material.
- In the remaining period, subjects other than Hindi, Maths and English may be taken with light topics from the first term syllabus.
- For rest of the students, teaching learning activities as per the prescribed syllabus for first term shall continue.

The mid test of all children (Classes 3 to 9) covered under "Mission Buniyaad" shall be conducted between May 9-11, 2018.

Recommended schedule of activities between 11th May to 30th June, 2018 (Summer Camp):

- Summer Camp shall be organized by each school during this period. The timing of the Summer Camp shall be from 7:30 to 10:30 am every working day for both shift schools in separate spaces of the same building.
- Classes for 3 to 5 and 6 to 8 for students covered under "Mission Buniyaad" shall continue during this period. Hindi/Urdu and Maths activities would be for 1 hour each instead on 90 minutes. The third hour will be used for extra-curricular and/or sports activities, creative activities like music/dance/theatre/painting/craft/art/ public speaking/story telling etc are to be organized for children. Regular syllabus shall not be implemented during this phase as well.



- All students of classes 3 to 6 may be invited for summer camp (since class 6 has most students from other schools, this phase will also help them in adjusting in new setting/environment), for classes 7 to 9 only the ones enrolled in "Mission Buniyaad" should be invited.
- For Class 9, there shall be two hours of remedial classes for the subject to be determined by the HoS and one hour of extracurricular activities.
- The post test of all children attending school under "Mission Buniyaad" shall be conducted between June 25-29, 2018.

Activities for parental engagement and sustaining regular attendance:

- Circular to distribute the letter from the Hon'ble Dy. CM to the parents of the students in Classes 3 to 9 through the students has already been issued. Head of schools may also provide adequate copies of the letter to the SMC members for further distribution. Apart from that, SMCs should be requested to inform the Parents about "Mission Buniyaad" by contacting them. This month's SMC meeting should only focus on Mission Buniyaad.
- Parental workshop is to be organized from 7 to 15 April, 2018 (for details separate circular is being issued).
 - a. Send bulk SMSs to parents
 - b. Also, in morning assembly apprise all the students about the importance of Mission Buniyaad.
 - c. Deploy SMC members to ensure attendance.
 - d. Ensure proper arrangement of drinking water facility, sanitation, electricity, fans etc.
 - e. PTM to be organized on 21.04.2018 and all parents should be briefed individually by teachers about the current level of their wards and the teacher's aspirations w.r.t. the child under Mission Buniyaad.
- To sustain the momentum during summer break, fun and learning environment may be created by organizing activities on every alternate Saturdays starting from 19th May, 2018. Charts, markers, stationary and sound system should be provided by HoS of the school. Parents may be invited to see the progress of their children in reading/Maths activities and their week long art/craft/dance/music activities may be showcased.



 Encourage students to record the activities performed in note books. Even if the work is done on worksheets it may be pasted on notebooks. The children should be motivated to decorate their notebooks and the same should be appreciated during the support visits of DDE (District/Zone) and other officers.

Acknowledging the teachers and schools for their efforts and outcomes:

Head of School in consultation with SMC to identity **"Teacher of the Month"** and at the end of three months can identify **"Buniyaad Champion"**. This identification will be on the basis of use of material, method and outcome (in terms of proportion of children being able to attain "Mission Buniyaad" goals) as per the post test data. The teachers would be recognised in their schools on 30th June 2018. A complete exhibition of activities done during this period performance of children/small token to children may be organised on 30th June,2018. The result of achievement test done between 25th to 29th June, 2018 must be shared with parents.

Monitoring the Programme:

To ensure effective implementation of Mission Buniyaad in the school, each DDE (District) will identify and visit the schools having large number of Nishtha and Neo Nishtha Students. DDE Zone will visit daily at least one school and the same school should be visited thrice in a month spending 1-2 hours per school. During his/her stay in the school will have classroom observation and may interact with the teaching staff. The report of the visit must be submitted to Inspection Cell on the same day.

Schools reaching out to each parent in the month of April itself will be crucial to the implementation of Mission Buniyaad in the months of May & June so as to ensure consistent attendance of children. HOSs & Teacher are requested to make a special effort to engage with the parents of those of our children who are struggling with learning gaps.

The Heads of Schools will ensure that a copy of this circular and circular dated 05.03.2018 shall reach to all the teachers through the order book of the school. Also both the circulars should be read out along with the modalities of Mission Buniyaad in a staff meeting organised by the Heads of Schools before or after the school time.



These are illustrative guidelines and school would obviously be innovative in their own unique manner with the single minded objective of ensuring closure of Nistha and Neo Nistha Section by 30th June, 2018.

This issues with prior approval of the Competent Authority.

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(Dr. Saroj Sain) Addl.DE (School)

Encl: As above.

All Heads of Govt. Schools under Directorate of Education through DEL-E.

No.F.DE.23 (363)/Sch.Br./2018/ 443 Copy to:- Dated: 05/04/18

- 1. PS to Secretary (Education), Delhi.
- 2. PS to Director (Education), Delhi.
- 3. Director, SCERT.
- 4. All RDEs/DDEs (District/Zone)/DEOs to ensure compliance.
- 5. OS (IT) to please paste on website.
- 6. Guard file.

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Nodal Officer

GOVERNMENT OF NATIONAL CAPITAL TERRITORY DELHI DIRECTORATE OF EDUCATION : SCHOOL BRANCH OLD SECRETARIAT : DELHI-110054

No. DE.23 (632)/ Sch.Br./2018/265

Dated: 05.03.18

CIRCULAR

Subject: "Mission Buniyaad" to ensure All Children Reading Grade Appropriate Text and Solving Basic Maths Operations in DoE Schools

In the final assessment during January- February 2018, it has emerged that about 75,000 more students have learnt to read their textbooks fluently and 90,000 more learnt to do basic maths operations during the current academic year. However, there are still about 2.5 lacs students of classes 6 to 8 who need support to develop fluency in reading grade level text and about 2.2 lacs students need more focussed practice to solve basic maths operations with confidence.

In order to bring alive the vision, that with effect from 1st July 2018, there would be no child in DoE schools who is not able to read fluently or solve basic maths operations, it has been decided to launch "Mission Buniyaad" w.e.f April 2, 2018.

In this regard, the action plan of the Directorate of Education for all its schools, aligned with its earlier goal of "<u>No Neo Nishtha group under Chunauti 2018</u>" in the session 2018-19, is explained below.

Target Group

- All 76,000 students of classes 3 to 5 in Sarvodaya Schools of DoE.
- All Students of classes 6 to 9 of DoE schools, who on the basis of final learning assessment are below Advance Story level in first language and Division in Maths.

Period of the campaign

- April 2 to June 30, 2018 (Total duration 3 months).
- First Phase from April 2 to May 10, 2018, it would be part of the regular school schedule, while Second Phase from May 11 to June 30, 2018, the campaign will be merged with Summer Camp.

Goal of the campaign

For classes 3 to 5:

- All students can fluently read short story with comprehension in Hindi/Urdu.
- All students can write short sentences in Hindi/Urdu.
- All students can solve operations involving subtractions with borrowing and simple 2 digits by 1 division in numerical and word problem form.

For Classes 6 to 9 (promoted from class 8):

- All students can read advance text (a paragraph from the textbook) in Hindi/Urdu.
- All students can write response in one or more sentences in Hindi/Urdu.

All students can solve operations involving divisions of 3 digits by 1 digit in numerical and word problem form.

Preparation and involvement of key stakeholders

- Mega PTM be organised by all schools on 21/04/2018 to explain the purpose of this campaign to the parents.
- Weekly SMS messages, using bulk message system at school level, starting from mid-March should be sent to the parents of children who are part of the target group, requesting them to stay back during summers. The sample content of the message will provided to the schools separately.
- For the second phase of the campaign (May 11 to June 30, 2018), HoS to identify the guest teachers of the schools to take the activities forward. For regular teachers it would be optional.
- The second phase would be called Summer Camp, during which schools should organise:
 - Hindi/Urdu reading and writing,
 - Maths activities,
 - English (speaking and listening activities),
 - > Art and craft, drama, sports and other co-curricular activities.

Next steps with timelines

Assessment

- All students of DoE schools who are currently in Classes 2 to 4 to be assessed using basic assessment tool and their level entered in online module by 27th February 2018. Separate circular with tools and information about online module has been issued.
- All students who are currently in classes 6 to 8, whose learning level needs to be reverified should be assessed by the schools and their level entered in online module by 27th February 2018. Separate circular with school wise list of such students, tools and information about online module has been issued on 22/2/2018.
- The above two assessments being conducted this month (alongwith the data submitted by the schools during fifth round of assessment of classes 6-8) will serve as the baseline of classes 3, 4, 5, 7, 8 and 9 for the academic session 2018-19.
- Based on this data and the learning level of students, MIS branch will issue school wise list of students to be covered in their campaign.
- All students who join the DoE schools in class 6 or promoted from class 5 of the same school for the session 2018-19 shall be assessed by their respective teachers between April 9 to 14, 2018 and their level entered in online module concurrently.
- Mid Test to assess the progress of students who are in target group shall be conducted between May 9-11, 2018 and their online data submitted while Post test shall be conducted between June 25-29, 2018 and data submitted online.
- The outcome will be shared with the parents in an event to be organised at school level by the SMCs on June 30, 2018 like Mega PTM.

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Training of the teachers for the Campaign

Teachers for classes 3 to 5:

- About 1300 teachers (3 PRT from each school led by Primary Incharge) who take classes of 3 to 5 would be trained on reading and basic maths pedagogy for 2 days.
- The training for the teachers would be organised by SCERT between March 19- 24, 2018. SCERT shall issue the training schedule subsequently.
- These three teachers shall receive audio/video clips on specific activities regularly during the campaign as part of concurrent pedagogical support.
- 5 sets of Teacher's handbook (three for the participants and two extra) which includes instructions manual and activities material for children shall be provided by SCERT during teachers training.
- It shall be the responsibility of the Primary Incharge to organise demonstration classes in their respective schools where other primary teachers of classes 3 to 5 who would not be attending the SCERT training shall observe the class of their trained colleagues, practice the same under the guidance of the Primary I/C and implement the same pedagogy.

Teachers for classes 6 to 9:

- One Teacher Development Coordinator (TDC) and one other teacher chosen by the TDC with the approval of the HoS would be trained.
- Interested Guest Teachers should be given preference as the campaign will be without break in May-June.
- The 2- days training would be organised by SCERT between March 12-27, 2018. The schedule of this training will be announced by SCERT separately.
- These two teachers would start the class in their respective schools with students of Classes 6 to 9 from April 2, 2018 onwards. In case more batches are required then more teachers may be assigned by the HoS who shall observe the classes by their peers and get trained in the school and start the new batches immediately.
- It shall be the responsibility of the TDC to organise demonstration classes in their respective schools where other teachers of classes 6 to 9 who would not be attending the SCERT training shall see the class of their trained colleagues, practice the same under the guidance of the TDC and implement the same pedagogy.
- These two teachers shall receive audio/video clips on specific activities regularly during the campaign as part of concurrent pedagogical support.
- 5 sets of Teacher's handbook (two for the participants and three extra) which includes instructions manual and activities material for children shall be printed and provided by SCERT during teachers training.

Material

Following material will be provided to each school based on the number of students to be covered in the campaign as per the learning data submitted by the schools. These materials will either be sent to school or at zonal collection centre by DBTB. However, in case of any delay,

HoS are required to get adequate photocopies of the material for children and provide it to the teachers to start the activities in time.

Classes 3 to 5:

- A Hindi Story books containing 25 stories and 50 paragraphs with Barahkhadi card
- Number Card and Number chart.

Classes 6-9:

- Neo Nishtha group:
 - A Hindi Story books containing 25 stories and 50 paragraphs with Barahkhadi card
 - o Number Card and Number chart.
 - o 45 texts (narrative and informative) with worksheets.
 - Maths booklet (Visual card word problem card visual card word problem card visual card worksheet)
- > Nishtha Group:
 - 45 texts (narrative and informative) with worksheets.
 - Maths booklet (Visual card word problem card visual card word problem card - visual card - worksheet)

Head of School must ensure that any regular teacher on duty for "Mission Buniyaad" during the summer vacations will be granted Earned Leave in lieu of these as per CCS Rules (Copy attached).

Regarding Guest teachers, the district DDE will send a compiled report to Spl. Director (Admin) regarding deployment of Guest Teachers during summer holidays for Summer Camp/ Mission Buniyaad latest by May 1, 2018.

Budget

The expenditure will be incurred from the Budget Head "ASF-Supply and Material-2202 02 109 87 00 21" for which the sanctioning power is with the Head of School.

This issues with prior approval of the Competent Authority.

Addl. DE (Schools)

No. DE.23 (632)/ Sch.Br./2018/ 265

Dated: 05.03.18

All Heads of Govt. Schools under Directorate of Education through DEL-E.

Copy to:-

- 1. PS to Secretary (Education).
- 2. PS to Director (Education).
- 3. All RDsE/DDsE (District/Zone) to ensure compliance.
- 4. Programmer (MIS) for uploading on MIS.
- 5. Guard File.

DDE (Schools)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY DELHI DIRECTORATE OF EDUCATION : SCHOOL BRANCH OLD SECRETARIAT : DELHI-110054

No. DE.23 (632)/ Sch.Br./2018/ 229

Dated: 22/2/2018

CIRCULAR

Subject: Assessment of all Students of Classes II to IV.

Directorate of Education is implementing Chunauti initiative for Classes VI to IX under which students were assessed and re-grouped on the basis of their academic performance. Group-wise learning material was also administered to these students to improve their basic language and numeracy skills. On similar lines, Directorate of Education is planning to conduct a special campaign called "Mission Buniyaad" to enhance the Reading and numeracy level of students in Classes III to IX from April 1, 2018 onwards. Therefore, baseline assessment of students of Classes II to IV will be done. The details of this campaign including the goal and activities will be communicated separately.

At this stage, Headyof all Sarvodaya Schools under DoE are required to get the learning level of all students individually (one on one) currently enrolled in Classes II to IV be assessed before February 27, 2018. The assessment should be conducted using the Hindi/Urdu and Maths tools enclosed.

As in the past, the teachers are required to randomly use one of the four samples enclosed with the circular. For Hindi/Urdu, start with paragraph. Motivate the child to read, if the child can read it comfortably move to Story. If the child can read the story comfortably, he/she be marked at Story level. If the child cannot read paragraph comfortably, ask him/her to read any five words from the tool which is at the level below. If the child reads at least 4 words from the tool, record it at word level otherwise move to letters. Again if the child can correctly identify at least four letters, record it at letter/character level. If the child can do none of the above, record it at Beginner level. Similarly, in Maths start with asking the child to do two subtractions question from the tool. If both are correct, move to division. Ask him/her to solve one of it. If it is correct record the level at Division. If one or two subtraction is incorrect move to double digit number. Ask him/her to identify five and out of that at least four should be correct. If not, try single digit number. Out of five, four should be correct. If the child cannot do any of that, he/she be marked at Beginner. Thus, for both language and Maths, highest level that the child is at should be marked.

The data of all students should be entered using online module following link at www.edudel.nic.in at Student -> Chunauti -> Assessment of students of Classes II to IV (Feb 2018). The online data can be submitted till 5th March, 2018.

This data will serve as the baseline for Classes III to V in next academic year and appropriate activities to enhance the basic proficiency in Hindi/Urdu and Maths can start from 2nd April 2018 onwards.

Assessment of students of Class V is not being done, as baseline assessment of students of Class VI, both admitted from MCD and promoted from Class V of Sarvodaya Vidyalaya, will be done, together in April 2018.

This issues with prior approval of the Competent Authority.

Addl.DE (Schools)

Dated: 22/2/2018

239 DE.23 (632)/Sch.Br./2018/

All Heads of Govt. Schools under Directorate of Education through DEL-E.

Copy to:-

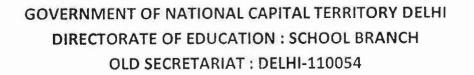
- 1. PS to Secretary (Education).
- 2. PS to Director (Education).
- 3. Director (Education), North, East, South DMC, NDMC.
- 4. CEO, Delhi Cantonment Board.
- 5. RDE/DDE(District/Zone) to ensure compliance.

√6. Programmer (MIS) for uploading on MIS.

7. Guard File.

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No. DE.23 (632)/Sch.Br./2018/ 240

Dated: 22/2/2018

CIRCULAR

Subject: Final Assessment of shortlisted/left out students of Fifth Round of Assessment of Classes VI to VIII.

This is in reference to Circular No. DE. 23(632)/Sch. Br/2017/125 dated 22/01/2018 wherein all the DDEs (District) were required to personally ensure that the academic progress of all students covered under Chunauti be assessed and be fed online on MIS in the prescribed format. However, still some students are left out. The list of these students is visible on MIS in the login of DDE (District), DDE (Zone) and HoS.

All the Heads of Govt. Schools are directed that these students need to be assessed anytime during the regular school hours and their progress is to be fed online in MIS using the following link at <u>www.edudel.nic.in</u> at **Student**-> Chunauti-> Updated Final Assessment of shortlisted students of Classes VI to VIII -> Final Updated. The online data can be submitted till 5th March, 2018.

As in the past, the assessment should be conducted in three domains- Hindi/Urdu reading, English reading and basic Maths. Three samples of new assessment tools are enclosed. Teachers should randomly use different samples to assess each child of the above mentioned classes one by one.

The HoS should randomly verify the level of the students by assessing some students personally before authorising the online submission this time. The record of the students whose level is verified by the HoS should be maintained in hard copy for subsequent inspection.

The DDE (District) and DDE (Zones) should also randomly verify the level of students during their school visits after 19th February 2018 and match it with those recorded by the School. They should record the no. of students assessed by them, their level as reported by the school and as found by them.

Heads of Schools to note that this data is being collected for re-verification purpose and will form part of the data of fifth round which will also serve as the baseline of these students in next class for the session 2018-19. On the basis of

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this last round of data the focussed intervention will be suggested at the beginning of the next academic session in order to ensure that there is no need for Neo-Nistha group of students in Classes VII to IX next year. Also, the earlier data of 5th round and this left out data now being filled in current round will serve as the combined basis of next years' academic intervention and there will be no baseline assessment for existing students. HOS must CAREFULLY, check the filled in data also. Module is open for error rectification.

This issues with prior approval of the Competent Authority.

Addl.DE (Schools)

DE.23 (632)/Sch.Br./2018/ 240

All Heads of Govt. Schools under Directorate of Education through DEL-E. Copy to:-

Dated: 22/2/2018

- 1. PS to Secretary (Education).
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DDE (Schools)