

**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/2023-24/Vol-II/45-51

Dated 19/04/2024

CIRCULAR

MANDATORY SCHOOL INSPECTIONS FOR THE MONTH OF APRIL 2024

The Officers of the Directorate of Education are hereby requested to carryout Mandatory Inspections of Govt. Schools during the remaining period of April (20-04/2024- 30/04/2024) (as per the list enclosed).

The Inspecting Field Officers have been allotted schools belonging to areas which are not under their jurisdiction. However, the officers may take a team of Officers (Principal/Vice Principal/OSD/SPE/S.O./EVGC Nodal Counsellor/ Account Functionary) from their concerned district /zones. DDE's posted in Headquarters may take OSD's/ Account functionary/S.O. posted in HQ for the Inspection.

Mandatory Inspection Proforma available on MIS. "Part A to Part I (2)" will display the information submitted by HOS and the Inspecting Officers will have to verify and record their observations on the proforma and submit the online Inspection report on MIS preferably on the same day of Inspection on the link provided below. **The hard copy of the Mandatory Inspection Report duly signed by the Inspecting Team must be submitted to the Inspection Branch (HQ) within three days from the date of Inspection.**

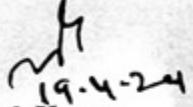
The Link for submitting the Mandatory Inspection Report can be accessed as below:-

DelE/ Branch login → School Plant → Inspection → Inspection Entry / Report 2024-25
→ Mandatory School Inspection.

The HoS are directed to coordinate with the Inspecting Officers allocated as per the schedule and ensure that the Inspection be conducted in the allotted time. The Heads of Schools are directed to take remedial action on the shortcomings pointed out by the Inspecting officers and submit Action Taken Report (Pointwise) to Concerned DDE Zone and concerned DDE District along with supporting documents (with proper paging on the correspondence side) to the Inspection branch within 10 days of Inspection.

Inspecting Officer are requested to pay special attention towards the following points :-

- Basic amenities e.g. drinking water, toilets, sanitation etc.
- Sufficiency of the good quality desks in school
- Proper distribution of writing material and stationery to all the students
- Proper distribution of books.
- Students Classroom Ratio.
- Clubbing of Sections (if any)
- To check the requirement of more classrooms and availability of space to construct new classrooms.
- To verify the ATR Submitted by the HoS with all supporting documents, ATR link is provided to concerned DDE Zones and the same is to be forwarded to the Inspection Branch after verification.
- Action Taken Report Submitted by HoS must be verified/comments by DDE Zone and countersigned by DDE District (All the details should be mentioned on note sheet).

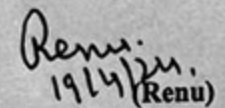

19.4.24
Ashok Kumar
(Secretary Education)

No. DDE/IC/HQ/2023-24/Vol-II/45-51

Dated:-19/04/2024

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.


19/4/24
(Renu)
DDE (Inspection)

Mandatory Inspection Schedule for April-2024

Total Schools-191

Senior Officers of (HQs)					
S. No	Name of the Officer	Designation	School ID	School Name	Shift
1.	Sh. Ashok Kumar	Secretary Education	1719103	R. K. Puram, Sec-3- G(Co-ed)SSS	General
2.	Sh. R N Sharma	Director Education	1821024	Palam Enclave, No.3-G(Co-ed)SSS	General
3.	Sh. Shingare RamchandraMahadev	Addl. DE (Admin)	1104143	Karawal Nagar-GBSSS	Evening
4.	Ms. Patil Pranjal Lahensingh	Addl. DE	1207117	Burari-GGSSS-1207117	Morning
5.			1207112	Magazine Road-SKV	Morning
6.	Ms. Rita Sharma	Addl. DE	1719001	R.K. Puram, Sector 12-SV (Jose Marti)	General
7.			1924042	Garhi, Jharia Maria-GBSS	General
8.	Sh. Udhava Singh Kurmi	Addl. DE	1207037	Shakti Nagar, No.1-S(Co-ed)V	General
9.			1207038	Shakti Nagar, No.2-GGSSS	General
10.	Ms. Zareen Taj	Addl. DE	1411026	Ashok Vihar, Phase I, Block H-SKV	Morning
11.			1411021	Keshavpuram, Block A-S(Co-ed)V	General
12.	Sh. Kripa Shankar Upadhaya	RDE (East)	1413004	Rohini, Sector 6-SV	Evening
13.			1413006	Rohini, Sector 2 - G(Co-ed) Sarvodaya Vidyalaya	General
14.			1411124	Sharda Niketan-SV	General
15.			1207116	Burari-GBSSS	Evening
16.	Sh. Vikas Kalia	RDE (North & Central)	1104004	Gokalpur Village-GBSSS	Evening
17.			1104025	Ghonda No.1, GGSSS	Morning
18.			1106023	Dilshad Garden, Block J&K-SKV (St. Eknath)	Morning
19.			1106018	New Seemapuri-SKV	Morning

20.	Ms. Harsh Arya	RDE (West)	1309033	Shalimar Bagh, Block AP-GGSSS	Morning
21.			1309005	SBV, BT Block Shalimar Bagh	General
22.			1411123	SaraswatiVihar, Block C-SV	General
23.			1412019	Sultanpuri, P-Block - GGSSS	Morning

DDE Districts					
24.	Dr. Perm Kumar Tyagi	DDE East (Z-1-3)	1104012	Bhajanpura-G(Co-ed)SSS (RDJK)	Morning
25.			1104014	Mustufabad-GBSS	Evening
26.			1923010	Malviya Nagar-GBSSS	General
27.			1923012	Chirag Delhi-GBSSS	Evening
28.	Dr.Sudha Singh	DDE North East- I (Z-4)	1413340	Rohini, Sector- 25, GGSSS	General
29.			1413316	ROHINI,SEC-24- GGSSS	Morning
30.			1106113	NandNagri, Block E-SKV	General
31.			1106114	Shahdara, Mansarover Park, No.2-SKV	General
32.	Mr. Suresh Chand Meena	DDE North EAST-II (Z- 5,6)	1104022	KhajooriKhas-SKV	Morning
33.			1104023	Yamuna Vihar, Block B, No.1-GGSSS	Morning
34.			1003264	Lalita park – GBSSS	Evening
35.			1003265	Old Seemapur -SBV	Evening
36.	Ms. Neelam Yadav	DDE North (Z- 7,8)	1515010	Punjabi Bagh, No.1- GBSSS	General
37.			1515005	Rajouri Garden Main- GBSSS	Evening
38.			1105015	Welcome Colony-GBSS	Evening
39.			1105017	JafrabadExtn.-GBSSS	General
40.	Dr. Akhilesh Kumar Bhatta	DDE NW-A (Z-9,10)	1413010	Rohini, Sector 9-SV (shaheedcapt. Sanjeev Dahiya)	General
41.			1413023	Rohini, Sector 11-GGSSS	Morning
42.			1105024	Shahadara, G.T.Road-SKV	Morning
43.			1105019	Babarpur-SKV	Morning

44.	Dr. Balesh Kumari Vijayarun	DDE NW-B I (Z-11,12)	1514110	Chand Nagar SBV	General
45.			1515023	Punjabi Bagh No.2 SKV	General
46.			1309258	Jahangirpuri, Block E- GGSSS-1309258	Morning
47.			1310415	Bawana J. J. Colony No.2 GBSSS	Evening
48.	Dr. Rakesh Rahi	DDE NW-B-II (Z-13)	1822057	Najafgarh, No.3-GBSSS	Evening
49.			1822010	Ghumanhera-GBSSS	General
50.			1309028	Rana PartapBagh-SKV	Morning
51.			1309030	Shalimar Bagh, Block BL- SKV	General
52.	Dr. Neeraj	DDE W-A (Z-14,15,16)	1411017	Pitampura, Block SU- GBSSS	General
53.			1411019	Bharat Nagar-GBSSS	Evening
54.			1106012	Dilshad Garden, Block J&K-SBV	Evening
55.			1105116	Brahmpuri-GGSSS	Morning
56.	Dr. Rajvir Singh	DDE W-B (Z-17,18)	1821279	Dwarka Sec-17 Govt Co-ed SarvodayaVidyalaya	General
57.			1822027	Paprawat-GGSSS	General
58.			1821203	Dwarka, Sector III(Ist Site)- G(Co-ed)SSS	General
59.			1821204	Dwarka Sector-22, G(Co- ed)SSS	General
60.	Dr. Sanjay Chaturvedi	DDE SW-A (Z-19,20)	1925452	SBV Middle Jogabai Batla House	Evening
61.			1925032	Green Park Extn. SKV (Gargi)	General
62.			1925033	New Friends Colony-SKV	Morning
63.			1925049	Joga Bai-SKV	Morning

64.	Ms. Savita Drall	DDE SW-B-I (Z-21)	1720032	MahipalPur- Amar Shaheed Major Sehrawat SKV	Morning
65.			1822247	DeendarPur SBV	General
66.			1822014	Dhansa-GBSSS	Evening
67.			1720002	Naraina SBV	Morning
68.	Mr. Anil Kumar	DDE SW-B-II (Z-22)	1720181	Vasant Kunj, D-Block-Sarvodaya (Co-ed) Sr. Sec. School	General
69.			1821001	Palam Enclave, No.2-SBV	Evening
70.			1923064	Mandi Village - SKV	General
71.			1923069	Khanpur, No.2-GBSS	Evening
72.	Dr. Ashok Kumar Tyagi	DDE SOUTH (Z-23,24)	1925014	Tuglakabad Village- SBV	Evening
73.			1925017	Tuglakabad, Railway Colony- SBV	Evening
74.			1925360	Badarpur, Tajpur Pahari – GBSSS	Evening
75.			1925399	Molar Band, No.3- GBSSS	Evening
76.	Mr. Ashok Kumar	DDE (SE) (Z-25,29)	1924031	Sriniwaspuri GGSSS	General
77.			1923018	Deoli GBSSS	Evening
78.			1822060	Najafgarh, No.3-GGSSS	Morning
79.			1822051	Ghumanhera- SV	General
80.	Mr. Pramod Chander Katiyar	DDE CENTRAL (Z-26,27,28)	1413002	Rohini, Sector 3-SV	General
81.			1413027	Sarvodaya Co-ed Vidyalaya Sec. 8 Rohini	General
82.			1412092	Nithari Village- SBV	Evening
83.			1412093	Nithari-SKV	Morning

DDE ZONEs					
84.	Dr. Vijay Kumar Kaushik	DDE Zone -1	1002001	Mandawali-SBV (Veer Udham Singh) No. 1	Evening
85.			1002004	Shakarpur, No.2-SBV (Ishwar Chand)	Evening
86.			1002182	MayurVihar Phase –I ChillaGaon	General
87.			1002177	Trilokpuri, Block 27-SBV	Evening
88.	Mr. Bhagwat Swarup Aggarwal	DDE Zone -2	1001001	BholaNath Nagar-SBV (Babu Ram)	General
89.			1001002	VivekVihar-SBV	Evening
90.			1001024	Kanti Nagar-GGSSS	Morning
91.			1003024	Geeta Colony, Block 13-SKV	Morning
92.	Dr.Davindera	DDE Zone -3	1104015	KhajooriKhas-GBSSS	Evening
93.			1104017	Joharipur-G(Co-ed)MS	Morning
94.			1104020	Gokalpuri-SKV	Morning
95.			1104021	Gokalpur Village-SKV	Morning
96.	Sh. Birjeshkumar Sharma	DDE Zone -4	1003001	Laxmi Nagar-SBV	Evening
97.			1003002	Rani Garden-SBV	Evening
98.			1105112	Chauhan Bangar, Jafrabad-GGMS	Morning
99.			1105022	Shahadara, Shivaji Park-GGSSS	Morning
100.	Ms. Harpreet Kaur	DDE Zone -5	1106025	Dilshad Garden, Block C-SKV	Morning
101.			1106026	NandNagriExtn., F-1, F-2, GGSSS	Morning
102.			1106002	Dilshad Garden, Block C-GBSSS	Evening
103.			1106118	East of Loni Road, DDA Flats-GBSSS	Evening
104.	SH. Raj Pal Singh	DDE Zone -6	1105008	Jafrabad- SBV	Evening
105.			1105009	New Seelampur, No.2-GBSSS	Evening
106.			1105241	Brahmpuri, GBSSS, X-BLOCK	Evening
107.			1105242	Shastri Park, Buland Masjid, SBV	Evening

108.	Ms. Kanchan Jain	DDE Zone -7	1208016	Idgah Road SKV	General
109.			1208011	Chandni Chowk-G(Co-ed)SS	General
110.			1208229	Shastri Nagar, Lalita Block - SBV	General
111.			1208233	Quresh Nagar- S(Co-ed)V (Middle)	General
112.	Ms. RituPuri	DDE Zone -8	1309126	Model Town No.2 GGSSS	Morning
113.			1309129	Azadpur Village- GGSSS	Morning
114.			1207027	Kamla Nagar, E-Block, GBSS	General
115.			1310395	Shahabad Dairy-GBSSS	Evening
116.	Dr.Ranjeet Singh	DDE Zone -9	1310039	Khera Kalan-SKV (Baba NaneNath)	General
117.			1310041	KheraKhurd-SKV	Morning
118.			1310247	Auchandi-SV	General
119.			1310009	Bawana- SKV (Ravi Shankar)	General
120.	Sh. Vinod Kumar Sharma	DDE Zone -10	1309274	Bhalswa Dairy, No-2,GBSS	Evening
121.			1309279	Jahangirpuri,Plot No.5, A-Block - SKV	General
122.			1309259	Jahangirpuri, Block K-GBSSS	Evening
123.			1309260	Jahangirpuri, Block K-GGSSS	Morning
124.	Sh. Anil Kumar Sharma	DDE Zone -11	1412009	Mangolpuri, Block U-GBSSS	General
125.			1412011	Mangolpuri, Block R-SBV	General
126.			1412254	MubarkpurDabas, No.2-GBSSS	Evening
127.			1412258	Nithari Village- GGSSS	Morning

128.	Mr. Ved Prakash Singh	DDE Zone -12	1411003	Ashok Vihar, Phase I, Block H-SBV	Evening
129.			1411005	Kailash Enclave-SV	General
130.			1411001	Anandwas-SBV	General
131.			1411015	Ashok Vihar, Phase II-GBSSS	Evening
132.	Ms. Sarita Sharma	DDE Zone -14	1515001	Jaidev Park-SV	General
133.			1515002	Ashok Nagar-SBV	General
134.			1515024	Madipur, No.2-SKV	General
135.			1515025	Tagore Garden, No.2-SKV	General
136.	Sh. Sanjay Chawla	DDE Zone-15	1516022	ShadiKhampur-SKV	General
137.			1516025	Kirti Nagar-GGSSS	General
138.			1516019	BasaiDarapur-SKV	General
139.			1516030	Prem Nagar-GGSSS	Morning
140.	Dr. Vir Singh	DDE Zone -16	1617001	Tikri Kalan- GBSSS	General
141.			1617002	Nangloi-SBV	Evening
142.			1617219	Nilothi-SBV	Evening
143.			1617222	Govt. Sarvodaya Kanya Vidyalaya, Ghaziabad	Morning
144.	Sh. Hari Ram Sharma	DDE Zone -17	1618277	Mohan Garden-GBSSS No.2	Evening
145.			1618003	Janakpuri, Possangipur B1-SV(Co-ed)	General
146.			1618016	Vikas Puri, Block- F-G(Co-ed)SSS	General
147.			1618005	Janakpuri, Block C, No.2-SBV	Evening

148.	Mr. Hans Raj Meena	DDE Zone -18	1719002	Sarojini Nagar, No.1-SBV (Ganesh Shankar Vidyarthi)	General
149.			1719006	Sarojini Nagar, No.4-GBSSS	General
150.			1719027	Sarojini Nagar, No.3-GGSSS	General
151.			1719106	Safdarjung Enclave- Sarvodaya(Co-Ed)SSS	General
152.	Sh. Rajbir Singh Yadav	DDE Zone -19	1720029	MahipalPur-GBSSS	Evening
153.			1720030	Rajokari-SKV	General
154.			1822176	DeendarPur- SarvodayaKanyaVidyalaya	General
155.			1822177	Najafgarh Stadium-GGSSS	Morning
156.	Smt. Seema Roy Chowdhary	DDE Zone -20	1821022	Samalka-SKV	Morning
157.			1821027	Raj Nagar-I SKV	General
158.			1821033	Shahabad Mohammadpur- SKV	General
159.			1821030	Dwarka Sector-I Pkt-7-SKV	Morning
160.	Mr. Ganesh Prasad	DDE Zone -21	1822006	DaulatPur-SV	General
161.			1822007	ShikarPur-SV	General
162.			1822004	Mundela Kalan-Govt.(Co- ed)SSS	General
163.			1822005	Pandwala Kalan-SV	General
164.	Ms. Anju Chawla	DDE Zone -23	1923033	MaidanGarhi-G(Co-ed)SS	Evening
165.			1923038	Mehrauli Ramanujan-SKV	General
166.			1923023	SarvodayaKanyaVidyalaya, Dera Village, Delhi	General
167.			1923026	Bhatti Mines-G(Co-ed)SSS	Evening

168.	Sh. Chitender Singh Verma	DDE Zone -24	1821280	Samalka- GGSSS	Morning
169.			1821281	Dwarka, Sector-13- Govt. Co-ed Sarvodaya Vidyalaya	General
170.			1923060	Dr.Ambedkar Nagar, Sector IV, No.3- S(Co-ed)V	General
171.			1923066	Dr.Ambedkar Nagar, Sector V, No.3-GBSSS	Evening
172.	Mr. Shashi Kant Singh	DDE Zone -25	1923346	SangamVihar J Block SKV	Morning
173.			1925002	Noor Nagar SBV	Evening
174.			1925050	Molar Band-GBSSS	Evening
175.			1925051	Badarpur, No.2-GBSSS	Evening
176.	Ms. Ravinder Kaur	DDE Zone -26	1106005	Mandoli-GBSSS	Evening
177.			1106006	Shahdara, Mansarovar Park, No.1-GBSSS	General
178.			1002362	Vasundhra Enclave-GBSSS	Evening
179.			1002034	MayurVihar, Phase I, Pkt.II-SKV (Janaki Devi)	Morning
180.	Dr. Rajeshwari Kapri	DDE Zone -27	1002010	Trilokpuri, Block 20-SBV	Evening
181.			1002012	Khichripur-GBSSS	Evening
182.			1002193	Shakarpur, No.2-SKV	Morning
183.			1002195	Shakarpur, School Block-SBV	Evening
184.	Ms. Reeta Gupta	DDE Zone -28	2127030	BulbuliKhana(Urdu Medium)-SV (Middle)	General
185.			2127031	LambiGali- GGSS	General
186.			2127021	BulbuliKhana-SKV	Morning
187.			2127023	Jama Masjid, Panama Building-GGSSS	General

188.	Dr. Jai Kishan	DDE Zone -29	1923046	Malviya Nagar-SKV	Morning
189.			1925020	TuglakabadExtn., No.2-GBSSS	Evening
190.			1925061	TughlakabadExtn., No.1-SKV (Aruna Asif Ali)	Morning
191.			1925062	Madanpur Khadar, No. 1- SKV	Morning