

OFFICE OF THE DY. DIRECTOR OF EDUCATION
DIST. SOUTH; DEFENCE COLONY; NEW DELHI.

NO. F-9928)/89/ZONE-21/1140-1148

Dated-10.4.90

To,

The Manager
Saraswati Bal Mandir
Mehrauli
New-Delhi.

Sub- Grant of recognition to the school from class VI to VIII (without aid) w.e.f. academic session 1990-91.

Sir,

With reference to your letter on the subject noted above, I am directed to convey the approval of competent Authority for grant of recognition to your school from class VI to VIII (without aid) w.e.f. 1990-1991 session subject to the fulfilment of the following terms and conditions:-

1. That the school shall abide by the provisions of Delhi School Education Act & Rules, 1973 framed thereunder as well as the instructions issued from time to time.
2. That the school shall admit students without any discrimination of caste and creed and preference shall be given to the students of Mehrauli area.
3. That the school shall appoint more full-time qualified and eligible staff for all the classes of the school as per the present norms of the department.
4. That the school shall equip the Science Lab. as per the norms of the department and suitable facilities for practical work shall be provided to the students. More science material/equipment worth Rs. 5000/- shall be purchased during 1987-88.
5. That the proper library shall be established and facilities for reading room shall also be made available for students as well as teachers. More books worth Rs. 10000/- may be added and facilities of reading-room may also be provided during 1987-88.
6. That adequate sports materials shall be purchased and made available to the students immediately.
7. That the school shall strictly abide by the provisions of Delhi School Education Act & Rules, 1973 and payment shall be made as per section 10(1) of Delhi School Education Act, 1973, to all the employees through crossed cheque.

Contd....P/2

Manager

Saraswati Bal Mandir Sr. Sec. School
Ward No.-6, Mehrauli, New Delhi - 110030

Manager

Saraswati Bal Mandir Sr. Sec. School
Ward No.-6, Mehrauli, New Delhi - 110030

8. That the enrolment in each section shall not exceed the number of students accommodated @ 12 sq. ft. per student for the available floor area of the class room and the school shall provide adequate and sufficient accommodation as per the norms of the Directorate of Education, Delhi in each class. Number of rooms of proper size in the school. Division of class-wise section and number of staff members in the school will be as per norms fixed by the Director of Education.
9. That the fresh Health Certificate shall be obtained from MDI immediately by implementing the suggestions made.
10. That the scheme of management shall be got approved from the department immediately.
11. That the school shall not run any pre-primary and unrecognised classes or any other activities within the school premises and all the recognised classes shall be run at one place. Nursery classes be removed from the premises of the school, if any. No branch of this school shall be run under the banner of the recognised school.
12. That the school shall dispense with the services of unqualified and over-aged staff, if any, immediately.
13. That all the facilities proscribed under Rules 50 & 51 of the DSER, 1973 shall be made available to the students. Provisions of Rules 6, 7 and 9 be strictly observed.
14. That the service contract between the management and the employee shall be executed immediately.
15. That the arrangement of good drinking water shall be made available to all the students as well as to the teachers and sanitary facilities shall also be provided to the students adequately. Health Certificate may be obtained from the Local Body within a month.
16. Managing Committee of the school shall not increase fee in future academic session without prior approval of Director of Edn. which is a mandatory requirement under sub-section(3) of section 17 of DSER, 1973.
17. Proof to the effect that qualified staff has been appointed as per R. Rs be provided for the verification of E.O.
18. That staff has been paid all arrears and being paid as per Fourth Pay Commission. Proof be given to E.O. for verification.
19. Medical facilities, leave, LTC bonus, Teaching allowances, CPE etc. be paid since recognition of school.
20. Provident Fund Register be maintained and cash-book be completed and shown to EO of the zone concerned for verification from time to time.

Contd....P/3

Manager

Saraswati Bal Mandir Sr. Sec. School
No.-6, Mehrauli, New Delhi - 110030

Manager

Saraswati Bal Mandir Sr. Sec. School
Ward No.-6, Mehrauli, New Delhi - 110030

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21. That the violation of any instructions/orders/conditions/rules and regulations of the deptt. shall lead to the withdrawal of recognition of the school and class IX shall not be opened without the prior approval of the Director of Education, Delhi.
22. That the school society shall apply for the allotment of land and will construct the building as per the specifications of the Directorate of Education, Delhi within a period of three years.
23. That the management of the school shall provide all the facilities as per rule 50 and all conditions as required under Rule 51 shall be complied with.
24. That a report about the fulfilment of the above conditions giving the extent to which each condition is fulfilled, shall be sent to the Education Officer every six month.

Yours faithfully,

(Mrs. Usha Menon)

Dy Director of Education (South)
Defence Colony.

Dt. 10.4.90

No. F.1-1(9)/86/Zone 21.

1140-1148

Copy forwarded to the following:-

1. DDE (District South).
2. Education Officer Zone S 21.
3. DDE (Capital Works).
4. DDE (Act).
5. R.O. (Stat. Unit)
6. Master file (Plg. Branch)
7. Concerned file.
8. Saraswati Bal Mandir School, Mehrauli, New Delhi.

(Mrs. Usha Menon)

Dy Director of Education (South)
Defence Colony.

Manager

Saraswati Bal Mandir Sr. Sec. School
No.-6, Mehrauli, New Delhi - 110030

Manager

Saraswati Bal Mandir Sr. Sec. School
Ward No.-6, Mehrauli, New Delhi - 110030

OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION
DISTRICT SOUTH DEFENCE COLONY, NEW DELHI.

N.O. Zone: S-21/92/S/O-317

To

Dated: 10-2-93

The Manager
Saraswati Bal Mandir Middle School
Mehrauli
New Delhi

Sub: Upgradation of the School from Middle to Secondary level
during academic session 1992-93.

Sir,

With reference to the correspondence resting with your letter dated 22.3.91 on the subject cited above. I am directed to convey the approval of the Competent Authority for the upgradation of the existing Middle School to Secondary level, without aid during the academic session 1992-93 subject to the fulfilment of the following conditions and terms :-

1. That the school shall abide by the provisions of the Delhi School Education Act and Rules, 1973 and other instructions of the Deptt. issued from time to time.
2. Regular staff as per Deptt. norms should be appointed.
3. Adhoc/part time/contracted basis appointments should be dispensed with immediately.
4. Provisions of Rule 105 and 11 (Amended) be added in the appointment letters.
5. Service contracts may be obtained from all employees.
6. Ministerial and other Class IV employees be appointed as per norms.
7. That the school shall admit the students without any discrimination of caste and creed.
8. That the school shall equip the Science Labs in accordance with the norms laid down by the Department.
9. A proper library with number of books as prescribed by the Deptt. will be equipped during 1992-93. The school should purchase Library Books according to Deptt. norms. The ratio of 1:10 must be maintained.
10. Sports equipments amounting to Rs. 10,000.00 must be purchased during 1992-93.
11. School's accounts must be maintained in the school's premises and not in the society office.
12. That the school shall strictly abide by the provision of Delhi School Education Act and Rules, 1973 and payment of pay and allowance and other facilities will be made to the staff as per Section 10(1) of the Delhi School Education Act, 1973 to all its employees.
13. That facilities as required under Rule 50 & 51 of Delhi School Education Rules, 1973 shall be made available. Provision of Rule 6, 7 & 8 be strictly observed.
14. That no unqualified or average staff may be allowed to continue.

Contd. 2/-

Manager

Saraswati Bal Mandir Sr. Sec. School
No.-6, Mehrauli, New Delhi - 110030

5. That the staff should be paid their salary through crossed continue.
6. That the school shall create a Reserve Fund of Rs.40,000/- in the joint name of the Manager and DDE(Distt.South)
17. That the Managing Committee of the School shall not increase fee in future academic session without prior approval of the Director of Education, Delhi.
18. That the contract between the Management and the employees shall be executed immediately.
19. That the unrecognised classes shall run in the school premises. Nursery class may not run in the school building.
20. That the school shall pay arrears and other benefits to its employees as per Recommendations of the 4th Pay Commission.
21. That the violation of any instructions/conditions/rules and regulations of the Department shall lead to the withdrawal of recognition of the School.
22. Compliance report of the above conditions may be submitted to this office within one month.

Yours faithfully,

(Mrs.Usha Menon)

Dy. Director of Education
District South

No.

Dated:

Copy to the following for information and necessary action:-

E.A. to Secretary (Edc)/D.E./JDE(Planning)

E.O. Zone: S-21

A.D.E (Planning)

Stot.Unit (R.O)

(Mrs.Usha Menon)
Dy. Director of Education
District South

Manager

Saraswati Bal Mandir Sr. Sec. School
No.-6, Mehrauli, New Delhi - 110030

1

OFFICE OF THE EDUCATION OFFICER: ZONE S-23.
DISTT. SOUTH: DEFENCE COLONY: NEW DELHI.

No. DE. 50/EO/ZS-23/upgrd./SM/97/906

dated: -10.3.97

To

The manager/principal,
Saraswati Bal Mandir sec. school,
Mehrauli, New Delhi-110030

sub:-upgradation of school from sec. to sr. sec.

sir,

With reference to your application on the above cited subject, I am to inform you to submit the following information documents before the inspection of the is conducted for upgradation.

1. A certificate to the effect that the various conditions as laid down in the letter of upgradation from middle to sec. level have already been completed.
- ✓ 2. No. and date of the letter conveying approval of the scheme of management with a copy of the same.
- ✓ 3. Whether the teachers, PTA and representatives of the society have been elected or nominated.
- ✓ 4. status of the land on which school building is ~~is~~ erected.
5. building site plan duly certified by a registered architect.
6. Covered area of the building.
- ✓ 7. Details of accommodation with measurement i.e. no. of class/section, boys and girls in each section/principal room/visitors room/office room/library and reading room/laboratory/multi-purpose room/ size of play ground etc.etc. on a separate sheet.
- ✓ 8. Latest health certificate may be furnished.
- ✓ 9. whether the school building or ground are used for commercial, residential, political or non educational activities during day & night. A certificate to this effect.
10. balance sheet & income & expenditure statement for 1993-94, 1994-95 and 1995-96.
- ✓ 11. fixed deposit receipts with a no loan certificate from the bank duly attested by a x gazetted officer.
- ✓ 12. Reserfund A/c in the joint name of PPT(s) and manager of of the school which should be equivalent to three months salary of the staff
- ✓ 13. Details of charges i.e. admission fee, security deposits, tuition fees and other charges on a separate sheet.
14. Building safety certificate.

yours faithfully,

(Dr. (Miss) S. Shukla)
education officer S-23

Saraswati Bal Mandir Sr. Sec. School
No.-6, Mehrauli, New Delhi - 110030

OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION: DISTT. SOUTH
S.23 DISTT. SOUTH DEFENCE COLONY: NEW DELHI.

No. S.23/Zone S.23/98/

Dated

To

The Manager,
Saraswati Bal Mandir School,
Mehrauli, New Delhi.

Subject: Upgradation of School from Secondary to Sr. Secondary level w.e.f. academic session 1998-99 (without aid) in Art & Commerce Stream only.

Sir,

With reference to your application on the subject cited above, I am directed to convey the approval of the Director of Education, Delhi for the upgradation of the existing Secondary School to Sr. Sec. School without aid w.e.f. 1998-99 session in Art and Commerce stream subject to the fulfilment of the following terms and conditions:-

1. That the School shall abide by the provision of DSER Rules 1973 framed there under as well as the instructions issued from time to time.
2. That the school shall admit students without any discrimination of caste and creed.
3. That the school shall meet the additional liability of Senior Secondary classes.
4. That a proper library shall be established and facilities for reading room shall also be made available for students as well as teachers. Books as per the ratio of 10 books per students may be added and more books shall be purchased for Senior classes.
5. That more sports material shall be purchased and made available to the students and list of the same shall be furnished to Education Officer for verification.
6. That the school shall strictly abide by the provisions of section 10(1) of Delhi School Education Act and Rules, 1973.
7. That the school shall strictly not run any unauthorised classes or any other activities within the school premises and all the unrecognised classes immediately, if any be discontinued.
8. That the Service contract between the management and the employees be revised as per DSER-1973 and be executed immediately.
9. Fresh Health certificate from MCD be obtained and produced to Education Officer/Deputy Education Officer for verification.
10. The management Committee shall regulate the functioning of School strictly in accordance with the provisions of DSER & Rules, 1973.
11. Managing Committee of the school shall not increase fee in future academic session without prior approval of Director of Education which is a mandatory requirement under sub-Section(3) of Section 17 of the DSEA & Rules 1973.

Manager

Saraswati Bal Mandir Sr. Sec. School
Ward No.-6, Mehrauli, New Delhi - 110030

Condt...2

Manager

Saraswati Bal Mandir Sr. Sec. School
Ward No.-6, Mehrauli, New Delhi - 110030

12. That the facilities prescribed under rule 50 & 51 of the DSEA & Rules, 1973 shall be made available to the students.
 13. Proof of the effect that qualified staff have been appointed as per Act & Rules be provided for the verification of E.O./DEO.
 14. That staff has been paid all arrear and being paid as per 7th Pay Commission. Proof be given to E.O./DEO for verification.
 15. That the management for good drinking water shall be made available to all the students as well as the teachers and sanitary facilities shall also be provided to the students adequately.
 16. That the school shall comply with the norms of the DSER-1973 for affiliation for examination purpose.
 17. Medical facilities/leave, LTC, Bonus teaching allowances, G.P.F. etc., be paid since recognition of school.
 18. Provident fund register be maintained and cash book be completed and shown to E.O. of the Zone concerned for verification from time to time.
 19. That the management of school shall create a reserved fund equivalent to three months salary of the staff.
 20. That the violation of any condition/rules and regulation of department shall lead to the withdrawal of recognition of this school.
- That report about fulfilment of the above conditions shall be sent to the E.O. every six months.
- That the overaged employees should be either removed or necessary relaxation, as per rules, may be obtained from the competent Authority within 30 days positively.

Yours faithfully,

(MISS I. PANGTEY)

DY. DIRECTOR OF EDN. (SOUTH)

Dated 30-03-1998.

DE/50/S.23/98/1116

Copy to the following for information and necessary action to:-

Director of Education, Old Sectt., Delhi.

Addl. D.E. (Schools) Old Sectt., Delhi.

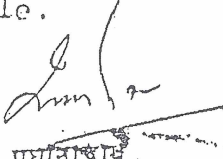
E.O./DEO/ concerned Distt. South.

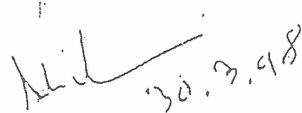
Secy. (CBSE) Preet Vihar, Delhi for information.

DDE (CW) Old Sectt., Delhi.

DDE (ACT), Old Sectt., Delhi.

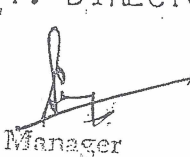
Master file.


प्रधानाचार्य


30.3.98

(MISS I. PANGTEY)

DY. DIRECTOR OF EDN. (SOUTH)


Manager

Saraswati Bal Mandir Sr. Sec. School
Ward No.-6, Mehrauli, New Delhi - 110030

Manager
Saraswati Bal Mandir Sr. Sec. School
No.-6, Mehrauli, New Delhi - 110030

संलग्न की जा रही है (अनुप्रासित प्रतियां)
प्रतिपक्ष प्रमाणित प्रमाणित प्रमाणित 20