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OFFICE OF DEPUTY DIRECTOR OF EDUCATION
Distt. North, Lucknow Road, Delhi.

No. F.D. Zone-III(Distt. North)/917

dt. 25-6-91

To

The Manager,
Lancer's Convent,
Prashant Vihar, Outer Ring Road,
Delhi-110 085.

Sub: Upgradation of school from Secondary to Sr. Secondary stage with effect from academic session 1991-92 (without aid) (in Arts, Commerce and Science Streams).

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. Secondary School level without aid w.e.f. 1991-92 session in Arts, Commerce and science Streams subject to the fulfilment of the following terms & conditions :-

1. That the school shall abide by the provision of DSEA Rs. 73 framed thereunder as well as the instructions issued from time to time.
2. That the school shall admit students without any discrimination of caste & creed.
3. That the school shall meet the additional liability of Sr. 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 shall be purchased and made available to the students.
5. That adequate sports material shall be purchased and made available to the students.
6. That the school shall strictly abide by the provision of section 10 (i) of the DSEA & Rs. 1973.
7. That the school shall not run any unrecognised classes or any other activities within the school premises and all the recognised classes shall be run at one place.
8. That the school shall dispense with the service of unqualified and over-aged staff, if any, immediately.
9. That the service contract between the management and the employee shall be executed immediately.
10. Fresh Health Certificate from MCD be obtained and produced to E.O. for verification.
11. The Management Committee shall regulate the functioning of school strictly, in accordance with the provisions of DSEA & Rs. 1973.

Contd. 2/1

CERTIFIED TO BE TRUE COPY


PRINCIPAL
Lancer's Convent
Rohini, Delhi-110085


Manager
Lancer's Convent
Rohini, Delhi-110085

12. 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 DSEA, 1973.
13. That all the facilities prescribed under rule 50 & 51 of the DSER, 1973 shall be made available to the students.
14. Proof to the effect that qualified staff has been appointed as per R. Rs be provided for the verification of E.O.
15. That staff has been paid all arrear and being paid as per Fourth Pay Commission. Proof be given to E.O. for verification.
16. That the arrangements for good drinking water shall be made available to all the students as well as to the teachers & sanitary facilities shall also be provided to the students adequately. Health Certificate may be obtained from the local body within a month.
17. That the school shall comply with the norms of the CBSE for affiliation for examination purpose.
18. Medical facilities/leave, LTC bonus, Teaching Allowances CPF etc. be paid since recognition of school.
19. Provident Fund Register be maintained and cash book be completed and shown to EO of the zone concerned for verification from time to time.
20. That the management of the school shall create a Reserve Fund of Rs. 15,000/-.
21. That the violation of any instructions/conditions/rules & regulation of the department shall lead to the withdrawal of recognition of the school.
22. That report about the fulfilment of the above conditions shall be sent to the E.O. every six months.
23. That adequate facilities for Sc. Labs etc. be provided.

Yours faithfully,

(SHABBIR AHMED)

DY. DIRECTOR OF EDUCATION (NORTH), DELHI

No. F.D. 2-III/Distt. North/449-426

Dt. 25-6-91

Copy to:

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|-------------------------------------------------------------------|----------------------|-------------|
| 1. JDE (P) | 2. E.O. Zone-III | 3. DDE (CW) |
| 4. DDE (ACT) | 5. R.O. (Stat. Unit) | 6. PA to DE |
| 7. Secretary, CBSE Preet Vihar New Delhi for affiliation purpose. | | |
| 8. Master file/concerned file. | 8. Addl. DE (S) | |

(SHABBIR AHMED)

DY. DIRECTOR OF EDUCATION (NORTH), DELHI.