

**GOVERNMENT OF N.C.T. OF DELHI**  
**OFFICE OF THE DY DIRECTOR OF EDUCATION**  
**DISTT. SOUTH WEST – B, NAJAFGARH, NEW DELHI – 110043**

No. F DE.54/DDE/SWB/Zone-21/Upgradation/02/2005/415

Dated: 16-04-2005

To

✓ The Manager  
Venkateshwar International School  
Sector – 10, Dwarka  
New Delhi – 110075

**Sub: Upgradation of School from Secondary to Sr. Sec. Level (without aid) w.e.f. Academic Session 2005 - 06 in Art, Commerce and Science (Physics, Biology, Chemistry with Computer Science) streams.**

Sir,

With reference to your application no. VIS/172/04 dated 30.09.2004 I am directed to convey the approval of the Director of Education, Delhi for the upgradation of the existing school to Sr. Sec. Level (without aid) in Art, Commerce and Science (Physics, Biology, Chemistry with Computer Science) streams w.e.f. 2005-06 session subject to the following terms and conditions.

1. That the school shall abide by the provision of DSEA, 1973 and Rules framed thereunder as well as the instructions issued from time to time.
2. That the school shall meet the additional liability of Sr. Sec. classes.
3. That the school shall admit the students without any discrimination of caste and creed.
4. That a proper library shall be established and facilities for reading room / a hall also be made available for students as well as teachers. Books as per the ratio of 10 books per student 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 provisions of section 10(1) of DSER, 1973.
7. That the school shall not run any unauthorised classes or any other activities within the school premises and all the recognized classes shall be run at one place at the premises of school immediately, if any.



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**-gradation of Venkateshwar International School from Secondary Level to Sr. Sec. Level in Arts, Commerce and Science (Physics, Biology, Chemistry with Computer Science) streams.**

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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 employees be revised as per DSEA and Rules, 1973, shall be executed immediately.
10. The Management Committee shall regulate the functioning of school strictly in accordance with the provisions of DSER, 1973.
11. The Managing Committee of the school shall not increase fees in future academic session without prior approval of Director of Education which is a mandatory requirement under sub-section (3) of section 17 of Delhi School Education Act & Rules.
12. That all the facilities prescribed under rule 50 and 51 of the DSEA and Rules, 1973 shall be made available to the students.
13. Proof to the effect that qualified staff including the Principal appointed as per Act & Rules be provided for the verification of the E.O. concerned.
14. That the staff has been paid all arrears and being paid salary as per Fifth Pay Commission. Proof of the same be given to E.O. concerned.
15. That the arrangement 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, Provident Fund, 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 the school shall create a reserve fund in the form of Fixed Deposit in the joint account in the name of Dy Director of Education (South West - B) and the Manager of the school: equivalent to 3 months salary of the staff or Rupees One Lakh + Rs 80/- per student within 3 months from the date of issue of letter.
20. That the violation of instruction/conditions/rules and regulations of the department shall lead to the withdrawal of recognition / upgradation of the school.

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p-gradation of Venkateshwar International School from Secondary Level to Sr. Sec. Level in Arts, Commerce and Science (Physics, Biology, Chemistry with Computer Science) streams.

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21. That in no case the school funds will be diverted/transferred to any other fund/account of the society. The school funds will also not be utilized by the society for any other purpose other than that the school.
22. Salary to the staff should be made through crossed cheques / electronic accounting.
23. Regarding overage staff, the school authorities would seek formal approval of the competent authority, as per DSEA & Rules 1973.
24. That the report about fulfillment of the above conditions shall be sent to the E.O. concerned every 6 months.



(L. S. NARAYANAN)  
DY. DIRECTOR OF EDUCATION  
(DISTT. SW-B)

No. F DE.54/DDE/SWB/Zone-21/Upgradation/02/2005

Dated:.....

Copy to the followig for their information & n.a. please:

1. PA to Director of Edn. Old Sectt., Delhi
2. Addl DE (School), Dt. of Edn. Old Sectt. Delhi.
3. DDE (Plg) Old Sectt. Delhi.
4. DDE (ACT) Old Sectt. Delhi
5. Secy. CBSE, Preet Vihar, Dclhi
6. E.O., Zone - 21
7. DDE (HQ) Dte. of Edn., Old Sectt., Delhi
8. DDE (Estate Branch), Lucknow Road, Delhi
9. PS to R.D. (South)
10. PS to DDE. (South West - B)
11. Guard File

(L. S. NARAYANAN)  
DY. DIRECTOR OF EDUCATION  
(DISTT. SW-B)