

DIRECTORATE OF EDUCATION: DELHI  
( PLANNING BRANCH )

No.F.Recoy/Z-20(South)/89-Plu/12)

Date: 4-1-89

To

✓ The Manager,  
St. Mary Public School,  
E-12/173 Hauz Rani, New Delhi.

SUB: Grant of Recognition to the school from class Ist to VIII  
(without aid) w.e.f. academic session 1988-89 for a day school.

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Sir,

With reference to your application on the subject noted above, I am directed to grant recognition to your school from class Ist to VIII (without aid) w.e.f. 1988-89 session subject to the fulfilment of the following terms & conditions:-

1. That the school shall abide by the provisions of DSEA/R, 1973 framed thereunder as well as the instructions issued from time to time.
2. That the school shall admit students without any discrimination as per the norms of the department.
3. That the school shall appoint full time qualified & eligible staff as per the 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 materials worth Rs.5000/- shall be purchased during 1988-89 and a list be furnished to E.O. for verification.
5. 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 student may be added and facilities of reading room may also be provided immediately and more books worth Rs.5,000/- be purchased by the start of next session and the list of books are furnished to E.O. for verification.
6. That adequate sports materials shall be purchased and made available to the students immediately.
7. That the school strictly abide by the provision of DSEA/R, 1973 and payment shall be made as per sec.10(i) of DSEA, 1973 to all employees.
8. That the enrolment in each section shall not exceed the number of students calculated @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 Dte. of Education, Delhi in each class. Number of the existing sections should not exceed the number of class room of proper size in the school.
9. That the school shall dispense with the services of unqualified and over aged staff, if any, immediately.
10. That the management of the school will obtain land from DDA in the name of the society through Dt. of Education, Delhi and

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- shall construct a school building thereon for the proposed school as per the specifications of the department. The normal size of class-room will be 24' X 20'. No other activities other than education shall be run.
11. That the service contract between the management and the employees shall be executed immediately.
  12. That all the facilities prescribed under rule 50 & 51 of the DSER, 1973 shall be made available to the students. Provision of rules 6, 7 & 9 be strictly observed.
  13. That the arrangement of good drinking water shall be made available to all the students/teachers and sanitary facilities shall also be provided to the students immediately. Health Certificate may be obtained from the local body within a month.
  14. That the management of the school shall create a Reserve Fund of Rs.5000/- only in a Joint Account in the name of the Director of Education and the Manager of the school in any Scheduled Bank within a month.
  15. Proof to the effect that the staff has been appointed as per Recruitment Rules be provided to the E.O. for his verification.
  16. Copies of the appointment letters issued to the staff be provided to the E.O. for verification.
  17. Health Certificate be obtained from MCD & submitted to E.O. for his verification.
  18. That the violation of any instructions/orders/conditions rules & regulations of the department shall lead to the withdrawal of recognition of the school and class IX shall not opened without the prior approval of the Director of Education, Delhi.
  19. 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,

( P.S.S. SHISHODIA )  
JOINT DIRECTOR OF EDUCATION (PLG.)  
DELHI.

No. F. Recou/Z-20 (South)/89-Plg/122 to 132

Date: 4-7-89

- Copy to:-
1. DDE (South)
  2. DDE (CW)
  3. E.O. Zone-20, Distt. South
  4. DDE (Act)
  5. Asst. DE (Schools)
  6. Stat. Unit. (R&O)
  7. PA to Secy. (Education)/DE/JDE (Admn.)
  8. Concerned file/master file.

( P.S.S. SHISHODIA )  
JOINT DIRECTOR OF EDUCATION (PLG.)  
DELHI.



GOVERNMENT OF THE  
NATIONAL CAPITAL TERRITORY OF DELHI  
OFFICE OF THE DY. DIRECTOR OF EDUCATION  
DISTT. SOUTH: DEFENCE COLONY: NEW DELHI

No. *EE-50/80/5-2 of 1 pg dated 4th/9/61*

Dated:- 18/3/96

To

*The Manager  
St. Mary's Public School,  
532-A Forest Lane,  
Saini Farm,  
New Delhi- 68*

Sub:- Upgradation of school from Middle to Secondary stage with effect from academic session 1994-95 (without aid).

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Sir/Madam,

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 Middle School to Secondary School level without aid w.e.f. 1994-95 session subject to the following terms and conditions.

1. That the school shall abide by the provision of DSER 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.
3. That the school shall meet the additional liability of Secondary classes.
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 provision 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 recognised classes shall be run at one place at the premises of the school immediately, if any.
8. That the school shall displace 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 DSER-1973 shall be executed immediately.

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10. Fresh Health Certificate from MCD be obtained and produced to E.O./Dy.E.O. for verification.
11. The management Committee shall regulate the functioning of school strictly in accordance with the provisions of DSEA & Rules, 1973.
12. 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 DSEA & Rules, 1973.
13. That all the facilities prescribed under rule 50 & 51 of the DSEA & Rules, 1973 shall be made available to the students.
14. Proof of the effect that qualified staff has been appointed as per Act & Rules be provided for the verification of E.O./D.E.O.
15. That staff has been paid all arrear and being paid as per Fourth Pay Commission. Proof be given to E.O./D.E.O for verification.
16. 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.
17. That the school shall comply with the norms of the DSE-1973 for affiliation for examination purpose.
18. Medical facilities/leave, LTC, Bonus teaching allowances, G.P.F. etc. be paid since recognition of school.
19. 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.
20. That the management of the school shall create a reserve fund of Rs.50,000/-.
21. That the violation of any institutions/conditions/rules and regulation of the department shall lead to the withdrawal of recognition of the school.
22. That the Science Lab. have to be improved/renovated by the school.
23. 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 utilised by the society for any other purpose than the school.
24. That report about fulfilment of the above conditions shall be sent to the E.O. every six months.

Yours faithfully,

*T.P.S. Chauhan*  
( DR. TPS CHAUHAN )  
DY. DIRECTOR OF EDUCATION

Dated:- 18/8/74

No. SE-50/EO/520/468d/94/60  
Copy to:-

1. Director of Education, Old Sectt., Delhi.
2. Addl.D.E.(Schools), Old Sectt., Delhi.
3. E.O./Dy.E.O. concerned, Distt., South,
4. DDE(CW) and DDE(Act), Old Sectt., Delhi.
5. Secy.(CBSE), Preet Vihar, Delhi for information and n.a. please.
6. Master file.

( DR. TPS CHAUHAN )  
DY. DIRECTOR OF EDUCATION



OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION  
DISTT. SOUTH: DEFENCE COLONY  
ZONE - 23

No. DE-50/- Eo, Zone-23/- 2578

Dated: 22.11.02

To

✓ The Manager/Principal  
St. Mary Public School  
532-A, Forest Lane, Neb Sarai  
New Delhi - 110068

**Subject: Upgradation of School from Secondary stage to Senior Secondary stage  
With effect from academic session 2003 - 2004 (without aid)**

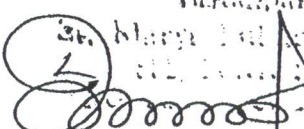
Sir,

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 up-gradation of the existing secondary school to senior secondary level without aid w.e.f. 2003, 2004 session with Arts & Commerce Streams subject of the following terms & conditions.

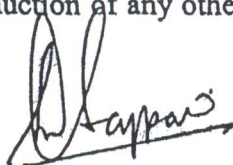
1. That the school abide by the provisions of DSEAR 1973 as well as the instructions issued by the department for time to time.
2. That the school will admit student without any discrimination of cast and creed.
3. That the school shall meet the additional liability of Senior Secondary classes.
4. That a proper library shall be established and facilities for reading rooms shall also 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 not run any unauthorized classes or any other activities within the school premises and all the recognized classes shall run at one place in the premises of school.
7. That the management committee shall regulate the functioning of the school strictly in accordance with the provisions of DSEA and Rules 1973.
8. The Managing Committee of the school shall not increase fee without prior approval of Directorate of Education which is mandatory requirements under sub section (3) of section 17 of DSEA and Rules 1973.
9. That all the facilities prescribed under Rules 50 & 51 and of the DSEA and Rules 1973 shall be made available to the students.
10. Statement showing that the qualified staff has been appointed as per the Act and Rules be provided for the verification of E.O. and DDE (S).



Principal  
St. Mary Public School  
532-A, Forest Lane, Neb Sarai  
New Delhi - 110068



11. That the school shall comply with the norms of the DSEA and Rules 1973 for affiliation with C.B.S.E.
12. Provident Fund register and cash books should be maintained and shown to E.O. of the zone for verification from time to time.
13. That the violation of any instructions/conditions/rules and regulations of the Department shall lead to the withdrawal of recognition/upgradation of the school.
14. That the Science Lab's have to be improved/renovated by the school.
15. That the payment of the Salary shall be made as per provision of Section 10 (I) of DSEA and Rules 1973 to all the employees. The staffs should be paid salary with allowances through cross cheques before 7<sup>th</sup> of every month.
16. That the enrollment of each section shall not exceed the number of the student calculated @ 10sq. ft. per student for the available floor area of the class room and the school shall provide adequate and sufficient accommodation as per the norm of the Directorate of Education, Delhi in each class.
17. That Government nominee in the Managing Committee will be asked to take part in the Managing Committee Meetings.
18. No new classes would be added without prior permission of the competent authority.
19. That the school would admit students in Arts & Commerce Stream only at + 2 stage.
20. That the school would have to apply a fresh for introduction of any other stream except Arts & Commerce at + 2 stage.



(B.N. BAJPAI)  
DY. DIRECTOR OF EDUCATION  
DISTT. SOUTH

No. DE-50/-

Dated:

Copy to:-

1. Director of Education, Old Sectt., Delhi.
2. Addl. D.E. (Schools), Old Sectt., Delhi.
3. E.O./Dy. E.O. Concerned, Distt. South.
4. Secy (CBSE), Preet Vihar, Delhi.
5. Master File.
6. DDE (CW) and Addl. DE (C & P), Old Sectt., Delhi.



(B.N. BAJPAI)  
DY. DIRECTOR OF EDUCATION  
DISTT. SOUTH

Principal  
S. K. Mittal