



सर्व शिक्षा अभियान

सब पढ़ें सब बढ़ें

OFFICE OF THE U. E. E. MISSION

Department Of Education, GNCT of Delhi

1st Floor, (Near Estate Branch, Dte. Of Education)

District North, Lucknow Road, Delhi-110054

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No. 6112-20

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CIRCULAR

NCERT has developed Quality Monitoring Tools (QMT) for bringing about qualitative change in education and improve academic excellence of teachers. QMTs are to be filled up at different levels of HOS, SMC, CRCC, BURCC and DPOs. To facilitate the filling up of these formats following guidelines are issued with the approval of Competent authority –

Guidelines for CRCs/BURCs Regarding QMT Proformas.

1. QMTs are to be filled up only for schools of DOE and of local authority.
2. CRCCs should visit their respective schools and brief the HOS regarding SMF and SMCF.
3. The principal may be briefed that the objective & purpose of QMT proforma is for bringing about academic excellence in schools. It may be clarified to them that these bear no relevance to annual reports of teachers.
4. The HOS of the respective schools should provide full co-operation to CRCCs, fill up school Monitoring Format (SMF) get SMCF filled up and submit it to CRCC.
5. The HOS and concerned teachers may be persuaded if need arises, by BURCCs to allow CRCCs for class observation.
6. Every CRCC must visit at least 2 classes of their allotted school in one Quarter to fill up COS.

7. SMF and SMCF from every school may be collected by CRCs after getting these duly filled.
8. On the basis of these, CMF should be filled by the CRCCs giving his own perception.
9. All the formats SMF, SMCF, CMF and COS should be submitted to concerned BURC along with their own observation.
10. Every CRCC/BURCC should analyse the information and prepare a feedback/ remedial plan and its execution and submit it to SPD alongwith consolidated report at each level.
11. The concerned BURCs should fill up BMF and get DMF filled up by DPO and send the consolidated Report, all proformas to SPD.
12. All the Data gathered by CRCC, BRCC and DPO level should be compiled by a data entry operator.
13. The Nodal officer specially designated for QMT in each DIET and SCERT should provide feedback on the formats and also use its inputs in teacher training and other programmes.
14. The copy of the report may also be sent to the Principal, DIET of their concerned District.
15. **All the CRCCS, BURCCS, DPOs and DIETs must ensure that complete report alongwith feedback and plan of execution reaches SPD by Feb. 1, 2015.**


S.D. Sharma
OSD

Copy to-

1. PA to Principal Secretary (Education)
2. PA to Director (Education)
3. PA to SPD
4. Director, EDMC, Plot No. 18-24, Udyog Sadan Patparganj, Industrial Area, Delhi

5. Director, North DMC, 15th Floor, Shyam Prasan Mukherjee, Civic Centre, JLN Marg, New Delhi.
6. Director, SDMC, 23rd Floor, Shyam Prasan Mukherjee, Civic Centre, JLN Marg, New Delhi
7. Director, NDMC, Palika Bhawan, Connaught Place, New Delhi-110001.
8. CEO, Delhi Cantonment Road, Sadar Bazar, Delhi Cant, New Delhi-110010.
9. OS (IT) with request to upload it on web-site of DOE.


S.D. Sharma
OSD