

**GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DIRECTORATE OF EDUCATION**  
**(ACT - I BRANCH)**  
**OLD SECTT: DELHI-54**

NO.DE.15/Act-I/Admission/2014/ 28130-28139

Dated:- 02/01/2015

**CIRCULAR**

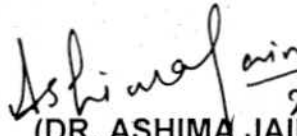
**Sub: Regarding facilitating admissions of EWS/DG category children in Private Unaided Recognized Schools of Delhi.**

In continuation of this Directorate's circular No.DE.15/Act-I/08/155/2013/28057-67 dated 30.12.2014, the following additional directions, in accordance with Clause 7 of this Directorate's notification dated 07.01.2011, are issued for strict compliance so as to further streamline the admission process of EWS/DG Category children for the academic session 2015-16 and to facilitate the speedy redressal of grievances of the parents/guardians.

1. District Admission Monitoring Committee must be made effectively functional. The grievances of the parents/guardians of the EWS/DG category children must be addressed on priority and immediate appropriate action must be taken so as to ensure speedy redressal.
2. The District Admission Monitoring Committee shall maintain the Register/database of grievances. The information shall also be made available on the website of the Directorate of Education.
3. The District Admission Monitoring Committee shall establish a **Help-Desk** (during office hours, manned by two well-conversant officials of the District/Zone) to facilitate parents/guardians regarding admissions under EWS/DG category. The help desk shall be functional till the admission process is closed.

All the DDEs are, therefore, directed to ensure the proper functioning of District Admission Monitoring Committee and establishment of Help-Desk of their district for speedy redressal of grievances of the parents/guardians related to admissions of EWS/DG category children during academic session 2015-16.

All the DDEs are further advised to be sensitive and sympathetic towards the grievances related to admissions of EWS/DG category children. They must personally ensure that Parents/Guardians are not subjected to any hardship in this regard and their grievances are redressed in a time bound manner.

  
(DR. ASHIMA JAIN), IAS  
2/1/2015  
ADDL. DIRECTOR OF EDN.(ACT- I)

NO.DE.15/Act-I/Admission/2014/28130-28139

Dated:- 02/01/2015

Copy to the:-

1. Pr. Secretary to Hon'ble Lieutenant Governor, GNCT of Delhi.
2. OSD to Chief Secretary, GNCT of Delhi.
3. P.S. to Pr. Secretary (Education), Dte. of Education, GNCT of Delhi.
4. P.S. to Director (Education), Dte. of Education, GNCT of Delhi.
5. Director (Education), North/South/East Delhi Municipal Corporations.
6. Director (Education), New Delhi Municipal Council.
7. Chief Executives Officer, Delhi Cantonment Board.
8. All Addl. Directors/RDEs/JDEs/DDEs/ADEs, Directorate of Education, GNCT of Delhi.
9. All Branch in-charges, Directorate of Education, GNCT of Delhi.
10. OS(IT) with the request to place it on the website of Directorate of Education.
11. Guard file.

*P. Lata*  
2-01-15

( P. LATA TARA )  
ASSTT. DIRECTOR OF EDN. (ACT - I)