

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
Directorate of Education; Right to Education Branch,
Room No. 252, Old Secretariat, Delhi 110054: Ph. 23890097

No. F.DE.23(70)/RTE/2017/Pt.File/ 219

Dated: 5 | 4 | 19

CIRCULAR

Sub: Online Training regarding Utilization of SMC funds

Please refer to the order No. DE.23(70)/RTE/2017/PF-II/3626-32 dated 09.10.2018 vide which detailed guidelines and various sub-heads were given for proper utilization of SMC fund.

It has come to the notice that the utilisation of SMC funds in some cases, during the session 2018-2019, has not been upto the mark. On discussion with the HoSs of the schools, it is found that there are some areas where there is little ambiguity and there are some grey areas which require clarification.

To clarify the same, an online training has been scheduled for the HOSs and SMC members of all the Government schools on 06.04.2019 (Saturday) in collaboration with Saajha (NGO). The HOSs can access it through the website www.saaajatraining.com by entering the school ID. The objective of the training is to orient all the members about the proper utilisation of the SMC Funds and give them clarity on how to utilise funds in the school.

The timings of the training will be from 10.00 AM to 11.30 AM (For morning shift schools) and it will be from 2.00 PM to 3.30 PM (For evening shift schools).

Thus, the HoSs of all the Government Schools are hereby directed to ensure the following:-

1. Arrange a Computer System, Projector and Speakers in working condition along with internet connection in the room where the meeting of SMC Members is arranged to view the online training.
2. Inform all the SMC Members about this training, so that they can attend the training positively.
3. Complete the training within the stipulated time frame on the scheduled date. In case, a school is not able to conduct this

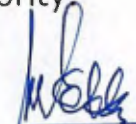


training on 06.04.2019 (Saturday), this training may also be held on 08.04.2019 (Monday) in the school at the same time.

4. Record all the minutes of the SMC meetings alongwith the minutes of this training in the SMC App and keep the printout in a separate file. An option for printing of the minutes of the meeting is also made available through the "Export-data function" in the new version of the SMC App.
5. Commence the training by entering the name of the school, ID and mobile no. of HOS.
6. Fill up all the questions in the feedback form.
7. The working of the school is not disturbed during the training.
8. Strict compliance of the Election Code of Conduct as per directions of the Election Commission, Govt. of India is done during the training.

All the DDE (Districts) and DDE (Zones) are hereby directed to ensure that this training is conducted smoothly in all the schools falling under their respective jurisdictions.

This issues with the prior approval of the competent authority



(Marcel Ekka)

Addl. D.E. (RTE)/Consultant

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Copy to:-

1. PPS to Secretary (Education)
2. PA to Director (Education)
3. All DDE (Districts)
4. All DDE (Zones)
5. SO (IT) to upload the circular on the website of DoE.



(Zareem)

Dy. Director of Education (RTE)