

**GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: PHYSICAL EDUCATION BRANCH  
CHHATRASAL STADIUM: MODEL TOWN : DELHI 110009**

NO.F.42/DE/PE/2019/18702-51

DATED: 17.01.2020

**Order**

**Subject:-Report Submission of various activities/ Programmes organized in all the Govt./ Govt. aided/ Pvt. Schools under DOE.**

Refer to all the circulars/ orders through the office to celebrate/ organize activities/ Programmes in schools under DOE time to time:

- a) **Fit India Week vide circular** NO.F.42/DE/PE/2019/14196-14245 dated 04.12.2019 & NO.F.42/DE/PE/2019/14588-14637 Dated 05.12.2019
- b) **Commemorating 150<sup>th</sup> birth anniversary of Mahatma Gandhi vide circular** NO.F.42/DE/PE/2019/13522-71 Dated 29.11.2019
- c) **FIT India School Rating vide circular** NO.F.42/DE/PE/2019/15714-15724 Dated 13.12.2019 ( all the **Govt./ Govt. aided/ Pvt. Schools under DOE are directed to compulsory register under Fit India portal**)
- d) **Rashtriya Poshan Maah vide circular no. F.42/DE/PE&NI/2019/6821-6870** Dated 17.09.2019

In this context, it has been observed that many of the head of schools (including Govt., Govt. Aided and Pvt. Schools) did not submit the report or submitted the incomplete report directly to the Physical Education Branch, Chhatrasal Stadium, Model Town, Delhi through mail.

In view of the above facts, it has been decided to constitute a centralized panel and standardize report format for onward submission of reports to Physical Education Branch, Chhatrasal Stadium, Model Town, Delhi by all the schools.

**Name list of Panel for submission of reports**

Level-1 (Zonal)	Level-2 (District Coordinators)		Level-3 (Nodal Officer i.e. Physical education branch, Chhatrasal Stadium, Model Town)
	Name of District coordinators/ Sub Nodal Officer	Districts Assign	
All the respective SPE'S (Zone) Note: All the HOS must submit the separate reports (Month-Wise) to Zone SPE's in Hard copy as well as soft copy in excel (As Annexure-A)	Ms. Pushpa Rattanam (ADE PE&NI)	North West-B, Central & New Delhi, North West-A, North, West-A, West-B	All the compiled reports should be submitted to Nodal Officer Ms. Romi Johri at Chhatrasal Stadium
	Mr. Satpal Singh (ADE PE&NI)	East, North East, South West-B, South, South West-A, South East	

Now, all the HOS of schools under DOE are directed to submit the separate month-wise reports alongwith action photographs and short videos of all the activities/ Programmes celebrated / Organized in **Hard copy as well as soft copy in Excel format as Annexure-A to Level-1 i.e. Zonal Level and also in Google form as mentioned under.** The HOS should submit the separate reports before 5<sup>th</sup> of every months / on given time.

The Google link are as follows :-

1. Commemorating 150<sup>th</sup> birth anniversary of Mahatma Gandhi

**<https://forms.gle/ZTG1859m2y2GLdtZ7>**

2. Fit India

**<https://forms.gle/oefQeaZVEC527aJM6>**

3. Rashtriya Poshan Maah

**<https://forms.gle/kNzwrRLGgdBRR8j16>**

Note: A strict action will be initiated against the HOS(s) who would be unable to submit the report before 5<sup>th</sup> of every month/on given time.

(Romi Johri)

Asstt. Director of Education (PE & NI)

**All the Principals/HOS of Govt./ Govt. Aided & Public Schools Directorate of Education (THROUGH MIS), For strict compliance of above Instructions.**

**No. F.42/DE/PE&NI/2019/**

**Dated :**

Copy forwarded to:-

1. All Spl. DEs
2. All Addl. DEs
3. All RDEs
4. All DDEs of Districts and zones
5. All ADEs
6. All SPEs with the request to kindly monitor the training activity and furnish weekly report to Phy. Edn.branch.
7. All HOSs (Govt./ Govt. aided/ Pvt. Schools under DOE)
8. PS to Pr. Secy. (Edn.)
9. PS to Director (Edn.)
10. OS (IT) with the request to place the circular on website.

*Romi Johri*  
(Romi Johri) 17/01/2020

Asstt. Director of Education (PE & NI)

**Annexure-A**

<b>Report Format</b>				<b>: Date of circular</b>				
<b>Have School Registered in Fit India School Rating : Yes /NO</b>								
<b>Subject:- As per circular</b>								
S.No	Zone NO.	School ID	Name of School	Name of Activity Conducted/ Organized	Name of Sub activity (if any)	Number of Students who participated	Photographs / Videos uploaded on portal	
							Photos link	videos link

**Note: The link for Photographs/ Videos can be generated through school E-mail → My drive → Upload concern Photographs/ Videos and generate Link.**

*Amitjoshi*