



केन्द्रीय विद्यालय संगठन
KENDRIYA VIDYALAYA SANGATHAN

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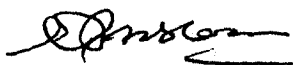
F. 11029-7/2014-KVSHQ(Admn-I)

Dated: 21 .7.2014

Sub:- Minutes of the 3rd Annual Deputy Commissioners' Conference held from 25th to 27th June 2014.

A copy of the Minutes of the Annual Deputy Commissioners' Conference held from 25th to 27th June 2014 (Admn. I & II) duly approved by the Addl. Commissioner (Admn.) is forwarded herewith.

Action Taken Report on the various decisions/ recommendations made in the Conference may be sent on email i.e. kvs.icp@gmail.com


(Dr. E. PRABHAKAR)
Jt. Commissioner (Pers.)

Encl. as above.

Distribution:

1. P.S. to Commissioner, KVs.
2. P.S. to Addl. Commissioner (Admn.), KVS.
3. P.S. To Addl. Commissioner (Acad.) KVS.
4. The Deputy Commissioner, KVs, All Regional Offices.
5. The Director, ZIET, Mumbai, Gwalior, Mysore, Bhubaneswar & Chandigarh.
6. All Branch Officers of KVS (HQ) for information and necessary action.
7. The Section Officer (Admn.II), KVS (HQ)
- ✓ 8. The Deputy Commissioner, EDP Cell – for uploading on KVS website.
9. Guard file.

Kendriya Vidyalaya Sangathan
(Admn-I Section)

Sub: Minutes of Deputy Commissioner's conference – 2014 –held from
25th to 27th June 2014.

S. No	Agenda Items	Decision
1	<p data-bbox="397 589 953 689">Establishment of 54 new Kendriya Vidyalayas:-</p> <p data-bbox="397 707 953 1512">Necessary administrative approval for opening of 54 new Kendriya Vidyalayas during the academic year 2014-15 was issued on 4.3.2014 among all Regional Offices with the request to make liaison with the sponsoring authority concerned for an early transfer of land & other infrastructural facilities. It is expected that concerned Regional Heads will be making all efforts to make these KVs functional soon after summer vacation.</p> <p data-bbox="397 1536 953 1865">Difficulties, if any, with current status in each case may be brought out in the conference so that the same may be taken-up with the appropriate Sponsoring Government authority.</p>	<p data-bbox="976 589 1513 1630">The cases of establishing 54 new Kendriya Vidyalayas was discussed with the Dy. Commissioners' concerned and it has been directed that they must monitor each and every case personally and pursue the matter of transfer of land in favour of KVS to enable the KVS(HQ) to issue necessary administrative orders to make the KV functional. The Dy. Commissioner Concerned will maintain the proper record of efforts put in by him/her. Deputy Commissioners to send consolidated progress/ status reports of their region by 31.07.2014.</p> <p data-bbox="976 1715 1513 1809">Action by : All Dy. Commissioners.</p>

2	<p>Safety and Security of buildings:- It is reiterated that all Deputy Commissioner's are required to maintain the record of safety certificates of temporary school buildings functioning under them. The name of such KVs which have any type of problem in temporary accommodation may be brought into the knowledge of Headquarter during the conference so that the matter may be taken up at appropriate level of the sponsoring authority.</p>	<p>The Addl. Commissioner (Admn.) discussed the safety and security of buildings. The Dy. Commissioner, Dehradun informed that the first floor of Vidyalaya building of KV Rishikesh has collapsed and declared it as unsafe. The Dy Commissioner, KVS, RO, Patna & Chandigarh also informed that the building of KV Hazipur (Bihar) and Recong-pio (H.P.) respectively are also declared as unsafe.</p> <p>The Dy. Commissioners have been asked to continue action to stop admissions in KVs where school buildings have been declared unsafe. The admission can be restored after obtaining safe building from the sponsoring agency. List of such schools and action taken may be informed by 25.7.2014.</p> <p>Action by – All Dy. Commissioners.</p>
3	<p>Constitution of Vidyalaya Management Committee (VMC):-</p>	<p>The Dy. Commissioner, KVS, RO, Bhopal and Jabalpur informed that</p>

	<p>It is expected that all Kendriya Vidyalayas are presently working under the supervision of regular VMC or ad-hoc VMC as the case may be including three Kendriya Vidyalayas opened during the academic year 2013-14.</p>	<p>the regular VMC is already in existence in KV Burhanpur (RO, Bhopal) and KV Umariya (Jabalpur Region).</p> <p>However the Dy. Commissioner, Ro, Jammu has informed that the regular VMC in respect of (KV, Ammino, Humhama and Damana so far.</p>
		<p>The Dy. Commissioner KVS, RO Varanasi informed that the approval of KV Chero Saleempur is awaited. All Dy. Commissioners were directed to ensure existence of VMC in all KVs. Cases where still regular VMC is not formed so far, the proposals may be referred to KVS(HQ) before 25.7.2014.</p> <p>The Dy. Commissioners have been advised that the Chairman, Nominee Chairman of VMC and Principals should be proposed/ approved by designation only and the serving members should only be proposed in the VMC.</p> <p>Action by : JC(Pers.) / All Dy. Commissioners.</p>

4	<p>Allotment of vacant staff quarters:- It is expected that all Regional Offices are adhering to the instructions issued time to time from KVS Headquarter regarding allotment of staff quarters to the eligible category employees in terms of KVS, (Allotment of Residence) Rules, 1998. The Deputy Commissioner concerned/ ZIETs Directors will attend the DC's conference with factual status about the staff quarters lying vacant as on 31.05.2014 under their jurisdiction with full facts/justification.</p>	<p>The matter of vacant quarters was discussed at length and since eligible employees are not available, the quarters of Type – I & II are lying vacant. It was decided to assess the condition of quarters and after discussion to solve the problem of vacant quarter it was decided that a committee may be constituted to look into the matter in totality.</p> <p>The Dy. Commissioners were also directed that efforts should be made to allot the remaining quarters to eligible employees.</p> <p>Action by – JC (Pers.)/ All Dy. Commissioners.</p>
5	<p>Kendriya Vidyalayas functioning in rented accommodations:-</p> <p>The details of such KVs which are running in rented buildings (where rent is being paid by KVS) may be brought in the conference with the inputs of the rent being paid per month as well as the efforts made by Regional Office to get rent free temporary accommodation or construction of</p>	<p>All Dy. Commissioners except RO, Ahmedabad informed that no such case is there, where the Vidyalaya is running in rented accommodation.</p> <p>Action by : Dy. Commissioner, Ahmedabad.</p>

	permanent Vidyalaya building at such locations.	
6	<p>Status note on pending grievances- Forwarding of information through E-mail.</p> <p>A monthly report is required to be submitted to the Ministry of HRD on the status position of pending grievances in the name of Headquarter Office/ Regional Office. Accordingly, all Regional Heads are required to attend the meeting with current status position about the grievances pending as on 31.05.2014.</p> <p>It is worth mentioning that the Monthly and Quarterly reports are to be forwarded to KVS Hqrs through E-mail only. Forwarding of information through E-mail (the print where is taken by KVS Hqrs), then through Hard copy and also endorsing the same to more than one authority in KVS Hqrs itself leads to avoidable expenditure and manpower as well. Thus, henceforth, all Deputy Commissioners will forward any</p>	<p>The gravity of grievances was discussed and it was decided that all pending grievances of on line (CPGRAMS)/off lines as on 30.06.2014 should be disposed by 25.07.2014.</p> <p>It was also directed that the monthly / Quarterly reports should invariably be sent through Email only and no hard copy is required.</p> <p>2). As and when the grievance is disposed the individual should be informed invariably.</p> <p>3) Apart from the above, the Additional Commissioner (Admn) directed the Deputy Commissioners not to send hard copy of their tour programme and leave applications. Only signed and scanned copy is sufficient for action by KVS (HQ).</p> <p>Action by – All Dy. Commissioners</p>

	monthly, quarterly or yearly reports through E-mail only unless it becomes necessary to forward it through Hard copy because of Annexures etc.	
7	<p>Conduct of R-JCM</p> <p>In accordance with the provisions contained in Education Code for Kendriya Vidyalayas, 03 R-JCMs are required to be conducted by each Regional Office preferably in the month of February, June, and October. The Regional Heads may come-out with any difficulties, if being felt in conducting the R-JCM. Otherwise, it would be assumed that the conduct of R-JCM is functioning smoothly in the Regional Office concerned.</p>	<p>The Deputy Commissioners have been directed to conduct regional JCM at regular interval in terms of the codel provisions as mentioned in Education Code.</p> <p>All Dy. Commissioners may also intimate the KVS(HQ) the dates on which JCM has been conducted in the ATR being sent by them.</p> <p>Action by : All Dy. Commissioners.</p>
8	<p>Recovery of HBA – All the head of the office should ensure the recovery of outstanding advances (HBA etc.) especially in the case of CPF optee employees. Head of the office / DDO must ensure that the entries of all outstanding advances have been recorded in the LPC of concerned official on account of transfer/retirement.</p>	<p>It has been impressed upon all the Dy. Commissioners that the KVs under their jurisdiction may be directed :-</p> <ol style="list-style-type: none"> 1. As and when the employee is transferred out from a Vidyalaya his service book may be shown to him to

It is noticed from the past experience that HBA deductions were made from the pay bill of loanee, but same was not received by KVS (HQ). When such matter was enquired from the concerned Vidyalaya, Principal has informed that the recovery was made from the pay bill but record is not traceable, whether such deducted amount was sent to KVS (HQ) or not. Hence, it is suggested that while sending such type of recovery to other office a copy must be endorsed to the concerned official to avoid such type of problems in future.

Head of the office / DDO should also ensure that the officials who got "NO DUES" of HBA from KVS (Hqrs) may complete the formalities of Reconveyance Deed, if, they have submitted Mortgage Deed at the time of sanction of HBA.

avoid discrepancies, if any.

2. As and when the amount of HBA (Principal/ Interest) is out standing at the time of relieving the same should be indicated in the LPC properly.
3. When the amount of HBA (Principal/interest) is remitted to KVS(HQ) a copy may be endorsed to the employee concerned invariably.

Action by : All Dy. Commissioners.

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