

2-02-2012  
MINUTES (G.B.)

For Limited Circulation

**MINUTES OF THE MEETING  
OF THE GOVERNING BODY**

**held on**

**Thursday, the 2<sup>nd</sup> February, 2012.**

**at**

**Conference Room – II,  
India International Centre, 40, Max Mueller Marg,  
New Delhi – 110003.**



**CENTRAL BOARD OF SECONDARY EDUCATION**  
Shiksha Kendra, 2, Community Centre,  
Preet Vihar, Delhi - 110092.

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Preet Vihar, Delhi-110092.

**MINUTES OF THE MEETING OF THE  
GOVERNING BODY OF THE BOARD**

Day & Date : Thursday, the 2<sup>nd</sup> February 2012.  
Time : 10.30 A.M.  
Venue : Conference Room – II, India International  
Centre, 40, Max Mueller Marg, New Delhi-  
110003.

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1. The list of members who attended the meeting and those who could not be present is at **Ahnexure-I**.

2. **Outgoing/Incoming members:**

The Chairman welcomed all the members of the Governing Body in its first meeting during the calendar year 2012. The last meeting of the Governing Body was held on 16.11.2011. The Chairman expressed his gratitude to the following outgoing members for their valuable contribution to the Board:-

- a. Shri Sanjay Saxena, Former Special Secretary cum Director of Education, Govt. of A & N Island, Port Blair.
- b. Prof. Mangala Kohli, Former Assistant Director General (ME), DGHS, Nirman Bhawan, New Delhi.
- c. Shri M.K. Hada, Former Member Secretary, All India Council for Technical Education, Janpath, New Delhi.
- d. Dr. P. Prasannaraj, Additional Secretary, Medical Council of India, Dwarka Phase-I, New Delhi.

**The Chairman thereafter, welcomed the following new/re-nominated members to the Governing Body:-**

- a. Shri B.S. Bhalla, Commissioner and Secretary (Education), Govt. of A & N Island, Port Blair.
- b. Prof. Sanjay Shrivastava, Assistant Director General (ME), DGHS, Nirman Bhawan, New Delhi – 110001.
- c. Dr. K.P. Isaac, Member Secretary, All India Council for Technical Education, Janpath, New Delhi.
- d. Dr. Sangeeta Sharma, Secretary, Medical Council of India, Dwarka Phase-I, New Delhi.
- e. Shri Jayant Prakash Kastuar, Secretary, Sangeet Natak Academy, Rabindra Bhawan, Feroze Shah Road, New Delhi.
- f. Shri Ashok Kumar, Principal, Indian High School, Dubai, UAE.
- g. Shri K.P. Gopalkrishna, Chairman & Principal, National Public School, Bangalore, Karnataka.

### 3. Presentation by Chairman:

The Chairman made an elaborate presentation on progress of various activities initiated and undertaken by the Board during the last two and half months. The major and important issues covered in the presentation of the Chairman are as follows:

**3.1 Affiliation:** Since the last meeting, 233 new schools were affiliated with the Board and 53 Secondary schools upgraded to Senior Secondary level. The total number of schools affiliated with the Board as on date is 12368.

**3.2 Accreditation of Schools:** The manual for accreditation has been prepared. It would be pilot tested before being finalized. It has the following domains and weightages:

| Domain   | Weightage |
|--|-----------|
| 1. Academic processes and Outcomes   | 25%       |
| 2. Co-scholastics Processes & Outcomes   | 15%       |
| 3. Infrastructure – Adequacy, Functionality & Aesthetics* (*for residential school, the hostel facilities, services, catering, posting of warden etc. be included) | 15%       |
| 4. Human Resources   | 10%       |
| 5. Management & Administration   | 10%       |
| 6. Leadership  | 15%       |
| 7. Beneficiary Satisfaction*   | 10%       |
| (*Note : only on the basis of opinionnaires )  |           |

Agencies have been shortlisted for pilot accreditation. One school per agency will be assigned for pilot accreditation. Thereafter, the agencies will be further shortlisted, and shortlisted ones will be asked to give financial proposals.

**3.3 AIEEE 2012 Examination:** This year, offline Examination would be held on 29<sup>th</sup> April 2012 in 66 cities and online Exam. on 7<sup>th</sup>, 12<sup>th</sup>, 19<sup>th</sup> and 26<sup>th</sup> May 2012 in 22 cities all over India and abroad. To help students apply, Online Facilitation Centre in 85 cities have been setup. To help students, an online mock test facility has also

been introduced. The facility has been uploaded on CBSE website. All the candidates were given opportunity to correct their particulars that were submitted by them online earlier. This facility was operational on AIEEE website w.e.f. 29-12-2011 to 31-12-2011. Those candidates who may not be able to appear in the Online Examination on any of above dates for any reason, would be given an opportunity to appear on **26<sup>th</sup> May 2012 from 2.30 p.m. to 5.30 p.m.**

- 3.4 Senior Secondary Examination:** For Senior Secondary School Certificate examination, 7,194 schools and 8,14,848 candidates have been registered. The examination would be conducted in 2,104 centres from 1<sup>st</sup> March to 16<sup>th</sup> April 2012.
- 3.5 Secondary School Examination:** For Secondary School Examination, 10,964 schools and 11,79,437 regular candidates have been registered. Board examination shall be conducted at 2,281 centres. Besides the regular candidates, 11,217 candidates are also registered as private/Patrachar candidates from Delhi.
- 3.6 CTET 2012 Examination:** CTET was conducted successfully on 29<sup>th</sup> January 2012 except Chandigarh/ Panchkula/ Mohali, Manipur, Punjab and Uttarakhand. Over 8.16 lakh candidates have registered. Last year, 97,919, out of the 7.15 lakh, secured more than 60% marks. The CBSE has postponed the CTET 2012 Examination in three States on the advise of the Election Commission of India and the same will now be held on 5<sup>th</sup> May 2012 (Saturday).
- 3.7 JNVST Entrance Examination 2012:** Admission Test for JNV's for Class VI will be held in three phases on 12<sup>th</sup> February, 14<sup>th</sup> February and 10<sup>th</sup> June 2012.
- 3.8 CBSE-SGAI Test 2012:** It was held on 22<sup>nd</sup> January 2012. Appx. 1 lakh candidates enrolled from 1380 schools across the world. CBSE will also conduct SGAI in H.P. on 21<sup>st</sup> April 2012 for candidates studying in schools affiliated to H.P. Board of Higher Education.
- 3.9 Extra Curricular Activities: CBSE Heritage India Quiz:** CBSE Heritage India Quiz was conducted in three phases – Written Preliminary Test, Zonal Rounds, and National Rounds (Semi Final & Final). Each school was represented by a Team of three students from classes IX to XII. CBSE Heritage India Quiz : Gulf

Region will be conducted for the first time for schools affiliated with CBSE in the Gulf Region.

- 3.10 National Education Day:** It was celebrated on 11<sup>th</sup> November 2011 to commemorate the Birth Anniversary of Maulana Abul Kalam Azad.
- 3.11 National Vigilance Awareness Week:** It was celebrated by holding National Debate Competition for students of classes XI & XII at Regional and National Levels.
- 3.12 Academic Initiatives: Centre for Assessment, Evaluation and Research:** The Pearson Foundation (non-profit arm of the Pearson Group) has been selected through open competition to run the proposed Centre in collaboration with CBSE. Prof. Jim Tognolini and Mr. Khozim Merchant will be coordinating the initial setup so that it is effective from April 1, 2012.
- 3.13 CBSE-i Initiatives:** The Board had initiated International Curriculum as pilot project in 20-25 CBSE affiliated schools abroad from 2010-2011. The project has been extended to Classes II, VI and X in the academic year 2011-2012. It has been decided to start the Classes III, VII and XI from the next academic session 2012-2013. Curriculum regarding these have been prepared and updated. Syllabus for grade XI has been prepared in the following subjects:

|             |           |                  |
|-------------|-----------|------------------|
| English     | Physics   | Geography        |
| Mathematics | Chemistry | Economics        |
| Accountancy | Biology   | Business Studies |

Student support material and teacher support materials is also being developed continuously by the Board with the help of internal officials as well as external (contractual) hired professionals.

- 3.14** Board is planning to have an International Conference "Curtain Raiser to CBSE-i". It is also planning to conduct training programmes, production of teachers manual and question bank for teachers. Development of CBSE-i Hindi Curriculum is in progress. The Coordinators have been appointed to attend to the queries posted by teachers, parents and students on the CBSE-i portal. A Handbook is being



published for parents of CBSE-i. PAT will now be extended to Grade X in 4 subjects: Verbal Ability, Science, Mathematics and Social Science. It is in addition to School Based Summative Assessment and Board Based Summative Assessment II for Grade X. It will be conducted for IX and X in April 2012. The Board has decided to conduct compulsory Board Examination 2012 in class X for its affiliated schools under CBSE-i. The question paper would be of 80 marks and 3hrs. duration. Answer scripts of students will be evaluated by the schools themselves.

**3.15 Training Programmes:** To improve standard of education, following training programme have also been conducted/planned: -

- Induction programmes for the principals of newly affiliated schools (186 participants).
- Mentoring & monitoring training programmes (3037).
- Training programmes on the use of the formative assessment manuals (16 manuals prepared and 2118 participants trained).
- Strategic leadership and management training programmes in collaboration with various management institutes like IIM, IIFT, ETMA, NUEPA and also by CBSE (328 principals trained).
- Training programme on strategic management and leadership in collaboration with IOE, University of London.
- International Life Skills, School Health & Wellbeing Summit 2012 in collaboration with Expressions India.
- Capacity building programmes for the teachers in collaboration with various private agencies in PPP Model.
- Parents Advocacy Programme.

**3.16 New Courses :**

The Board is planning to launch the following new courses in the following areas during academic year 2012/2013 and 2013/2014.

1. Fitness and Gym Operation
2. Retail
3. Logistics

4. Design
5. Legal Education
6. Indian Intellectual Traditions / Indian Knowledge Practices
7. Security
8. Foundary
9. Agriculture (new pilot course for classes IX/X with agriculture as context for rural students)
10. Medical Support
11. Extension of pilot projects in Mass Media, Geospatial Practices and Hospitality & Tourism to other schools as well

### 3.17 CCE :

Mentor awards (3-5 per region based on number of schools) have been initiated and are proposed to be given alongwith CBSE Teacher Awards.

### 4. Discussions:

- 4.1 The presentation was appreciated by the members and the members unanimously agreed with different initiatives of the Board. Deliberations by the members are summarised below :
- 4.2 **Prof. Anita Rampal, Head Deptt. of Education, CIE, Delhi University:** Prof. Anita Rampal was appreciative of CBSE-i curriculum for its flexibility. She desired that it should be made available to schools in India and more specifically to Govt. schools. It should also encompass vocational courses in its fold. This way, challenges of curriculum can also be addressed. She expressed concern about the trend that many schools are not offering humanities in their schools and are having only science and commerce sections. The Social Sciences including Heritage and Art are integral to Education. These cannot be ignored. She also spoke that there is another myth with regard to subjects being less academic or more academic. Irrespective of the subject, learning should be application based. This is a key issue to be addressed under the reforms in evaluation and assessment. As per Prof. Rampal, disparity in assessment is being dealt with by normalization of marks. We need to answer whether normalization/moderation is the only solution or there could be other solutions as well. Mental abilities, if plotted on graph, make normal probability curve. It is an aberration to find positively skewed curve. It is being observed that high marks being secured by large number of students. It

could be due to types of questions which are being asked. The issue need to be researched. CBSE may like to tie up with one or more universities and research institutes to carry out researches in the areas of assessment and evaluation. The concept of CCE is not understood even by the B.Ed. students at Delhi University. The terminology of 'formative' and 'summative' is dated. We need to evolve new theories and paradigms, to formulate policies.

**4.3 Shri P.T. Chande, President AIU & Vice Chancellor Kavikulguru Kalidas Sanskrit Vishwavidyalaya, Maharashtra:** He expressed that under accreditation model, institutions should be given ranking. He was of the view that excellent or good practices of an institution need to be learnt and remodeled by others. He also supported the view that more importance should be given to humanities. He appreciated the initiative of the CBSE of starting law course at Senior Secondary level. He cautioned that specialization in any branch of law should not begin at this stage of schooling. He strongly contended that India is very rich in its heritage including intellectual heritage. He said that India has the origin of math, physics, chemistry, medical sciences in its Vedas. It is wrong to perceive western world as a knowledge window. He highlighted the importance of imparting education of heritage and culture by narrating an anecdote of BITS Pilani where students were rated very high on technical knowledge but poor on awareness about Indian heritage.

**4.4 Prof. Sanjay Srivastava, ADG (ME), DGHS:** He was of the opinion that schools should be graded under accreditation. He also expressed concern about the weightage given to various domains. In his opinion, infrastructure has been given more weightage than HR whereas infrastructure is only skeleton and HR, is soul to any institution. He also supported the CBSE-i. He agreed with the point on disconnect in the performance of students in the board examination and in the competitive examination. He shared that one coaching centre fuels 50% students to the list of AIPMT selected candidates. There is no research on performance of students selected by different methods into professional courses. As a result, different practices are followed by different boards for example Tamil Nadu does not conduct any entrance test, instead board marks are used for its medical entrance.

- 4.5 Shri Ashok Kumar, Principal, Indian High School, Dubai:** Resolving the issue of grading of schools under accreditation model, he suggested that schools may not be given any grade or rank but the best practices should be mentioned. He was concerned about institutionalizing the reforms in examination system. He stated that it is a good beginning and we should put in systems for the same. A complete overhauling is not required.
- 4.6 Dr. Usha Ram, Principal, Laxman Public School, Hauz Khas, New Delhi:** She seconded the idea of mentioning best practices in the accreditation report. She was also supportive of the suggestion of establishing linkages with university for academic support and researches. She wanted the Board to take up pilot on Vocational Courses in Retail, Security, IT, Hospitality with the help of IGNOU. She said that IGNOU has developed good material with the help of a number of agencies, and there may not be any need to redo the same. On the issue of study of Social Sciences, she shared experience for her school that students and teachers are very much interested in humanities. She mentioned that humanities are being opted even by toppers of the school.
- 4.7 Dr. C.J. Beohar, Director, Kathak Kendra, Delhi:** She strongly supported the suggestion of making provisions for arts and humanities in the schools. She expressed that policy makers are not aware of the intricacies of the art and craft subjects taught. At the time of recruitment generally they appoint a person from a particular craft but expect him or her to take care of all needs of the school, which are not related to that particular craft. In addition, generally the people who are appointed in a school, are neither great artists nor great academicians. As a result teaching is affected. In order to attract students towards these subjects, policy on selection of teachers should be looked into. Now-a-days performing art is a great career. It has very high value for future careers. The students would be motivated to opt for these courses if it is given proper importance in the curriculum and teacher recruitments.
- 4.8 Shri Kusumkar Sharma, ADG (HRD), ICAR:** He ardently favoured inclusion of agriculture as a subject stream in the curriculum. There are many subjects which can be offered under agriculture stream such as food security, climate change, farming system, food production, merits and demerits of GM foods etc.

- 4.9 Dr. Savita M. Dutta, Director, Campus of Open Learning, University of Delhi:** She also supported the accreditation model without grading and with mention of best practices in the report. On the issue of inclusiveness she suggested that difficulty level is one of the measures to encourage inclusiveness. The question paper should be such that it should cater to all and not just meritorious students.
- 4.10 Shri Dinesh Kumar, Additional Commissioner, KVS:** He was of the opinion that CBSE subjects should have vertical linkages with university subjects. The subjects offered by all Universities should be taken in account and not just Delhi University.
- 4.11 Shri K.P. Gopalkrishna, Chairman & Sr. Principal, National Public School, Bangalore:** He opined that CBSE has gained name and fame in the international community. CBSE-i is a mini board under CBSE. For launching CBSE-i in India, it is important that teacher training programmes are conducted. He also shared the latest PISA findings which are reported in the news paper. As per the findings, India ranks lowest at 72 place in the world. He informed the House that all over the world, three and four types of curriculum/courses are being offered. The CBSE also offers course A & B/Core or Elective in language. There is a need to offer different curriculum or level of courses in other subjects as well.
- 4.12 Dr. Shyama Chona, Former Principal, Delhi Public School:** She proposed that CBSE-i should not remain confined to schools outside India. Besides the geographical reach, the CBSE-i curriculum should also expand in its curricular reach and imbibe Indian values. A child should feel for one's nation. She also felt that we are teaching too much of content that is age irrelevant. She exhorted for review of the types of questions being asked in the examination. She favoured application based questions over knowledge based ones. She was piqued on the pervasiveness of tuitions. She apprehended that it might continue because transactions of the class rooms are of low quality. She also shared the practice of Singapore where passing in board examination is mandatory for entry into professional courses. The board examination itself has two papers. The performance on one paper is indicative of board syllabus and performance on the second paper is taken for entry into professional courses.
- 4.13 Dr. Anil Kumar Vashishtha, Principal, Govt. Boys Sr. Sec. School, Jafrabad, Delhi:** Mathematics is the foundation for all types of knowledge. It inculcates logical thinking. But it is not desirable to teach same difficulty level of mathematics

to all students. Nevertheless, every child must learn mathematics. It is not correct to say that the child dreads maths. The children have started loving maths with the help of math lab and mental math projects.

**4.14 Shri K. C. Satapathy, Principal, DAV Public School, Bhubaneswar, Orissa:**

He was of the opinion that change in curriculum will not be effective until and unless teachers are trained and motivated to transact it. Therefore, teaching community needs to be enriched. He supported the viewpoint of certain members of August House on accreditation that schools should not be graded and best practices be mentioned in the accreditation report.

**4.15 Shri Apurva Chandra, Joint Secretary, MHRD:**

He informed the August House that CBSE has committed in Seattle USA recently to collect innovative practices in the country. This can be done through website requesting schools to send their best practices/innovations. He also agreed with the view point that Humanities are an essential part of education. He expressed his concern that there are a few schools which do not have a single Humanities section. He was supportive of the idea that Mathematics curriculum should be of two different difficulty levels. Commerce and Humanities students need not study Maths at the same difficulty level which is required for a science stream student. He shared that though PISA findings are disturbing but one should also consider cultural bias present in the question paper. He supported the views expressed by Prof. Rampal and wanted to seek answers related to various issues related to assessment such as summative v/s formative assessment, ranking v/s no ranking, application based v/s subject knowledge based question papers etc. He also deliberated on the need of assessment of oral and speaking skills along with writing skills. Delhi University conducts an entrance test which includes testing of writing skills. But the test is meant for entry into graduation course and is not testing curriculum at plus two levels. He also shared the latest policy issue on weightage to board marks in an entrance test for admission into a professional course. It is possible to get 95% in board examination but it is neither possible nor desirable to get 95% in competitive examination. In his opinion be it standardization of marks based on entrance test or normalization of board marks or dividing board examination into two parts, whatever is a solution it ultimately pressurizes the child. It is observed that IIT students have learnt the trick to crack the entrance test but they are not very well

equipped with knowledge content. Students spend most of the time attending coaching centres. It is not a healthy practice. Time spent in school is equally important. We should avoid such policies which drive the student away from school. On the point of inclusiveness, he assured the August House that policies of the board will take care of students studying both in Government and private schools.

- 4.16 Mrs. Jyotsna Brar, Hony. Secretary IPSC & Principal Welham Girls School, Dehradun:** She was of the view that Board examinations have different role to play. Their role is to assess the students. If school boards examination become as those for IITs, Boards will not be doing their job. On the issue of curriculum, she also favoured variety in school education and strongly voiced against streaming of subjects. All subjects should be taught. Many more combinations are required than just three or four streams. The different combinations of subjects are required for different jobs. Streaming of subjects restricts it. For example, a combination of mathematics with geography is suited for town planning that may not be possible under any stream. On the issue of inclusion of intellectual heritage, she said that it should not be taught as stand alone subject but should be integrated in all subjects. It is needed by all students.
- 4.17 Shri Vineet Joshi, Chairman CBSE:** Summing up the discussion he reiterated that the purpose of board examination is assessment of achievement of curriculum objectives whereas the purpose of entrance examination is elimination. Therefore, these examinations inherently are of different natures. He agreed that coaching is a result of gap in demand and supply. He welcomed the idea of giving weightage to board marks in entrance tests. He informed the August House that Indian Statistical Institute (ISI) has come up with an idea of notional board. With the help of notional board, it would be possible to moderate marks. However, acceptance of changed marks after moderation might have issues of acceptance by a child. There are still a few issues to be worked out such as what would happen to those students who did not know that board marks would be given weightage in the entrance examination and would be making second attempt at the entrance examinations. Members were also informed about the status of CBSE Bill under preparation in the MHRD.

He also briefed the house about the following other initiatives of the Board :-

- introduction of compulsory assessment in Classes IX & XI;
- assessment of speaking and listening skills with ESOL, Cambridge, UK;
- assessment of schools through stratified sampling;
- undertaking pilot projects on assessment of co-scholastic areas;
- introduction of semester system in XI & XII as has been done by Gujarat;
- use of Board Set Question Paper in each but last session of classes XI & XII; as is being done for Summative Assessment in class X.

Members welcomed all the above initiatives.

On the issue of changing Question Paper design, it is mentioned that the Board will start the exercise soon. On introducing Vocational Courses on pilot basis with the help of IGNOU, a committee would be formed soon to take it further. CBSE-i will be extended to willing government schools also. The terminology of Formative Assessment and Summative Assessment is being used because it was easily understood by stakeholders and was helpful in the implementation of CCE especially in view of large number and heterogeneous clientele. Board will soon come out with a long term road map on implementation of CCE. More parent advocates programmes, teacher empowerment programmes and Leadership Development Programmes will be organized by the CBSE itself. Vertical mobility issues will be taken up again with Delhi University and other universities, UGC and AICTE. It is also mentioned that with the implementation of National Vocational Educational Qualification Framework (NVEOF), the issue of horizontal and vertical mobility will be addressed. Special focus will be given to Art Education, Work Education, Health and Physical Education and ICT and CBSE will try to organize competitions at various levels to encourage students and teachers take up these activities seriously.

**4.18** The Chairman thanked the August House for their valuable contributions.



**Discussion on other Agenda items:**

**ITEM I TO CONFIRM THE MINUTES OF THE MEETING OF THE GOVERNING BODY OF THE BOARD HELD ON 16<sup>TH</sup> NOVEMBER 2011.**

The Chairman, CBSE apprised the members about the Minutes of the meeting of the Governing Body held on 16<sup>th</sup> November 2011 and after deliberations, the House confirmed the Minutes of the Governing Body held on 16<sup>th</sup> November 2011.

**ITEM II TO RECEIVE A REPORT ON THE FOLLOW UP ACTION TAKEN ON THE MINUTES OF THE LAST MEETING OF THE GOVERNING BODY HELD ON 16<sup>TH</sup> NOVEMBER 2011.**

The members deliberated on the action taken on the last meeting of Governing Body of the Board on 16<sup>th</sup> November 2011 in detail and resolved to record the follow up action taken on the minutes of the last Governing Body.

**ITEM III TO CONSIDER THE RECOMMENDATIONS OF THE CURRICULUM COMMITTEE MADE AT ITS MEETING HELD ON 21<sup>ST</sup> DECEMBER 2011.**

The Director (Training) and Director (Academic) CBSE apprised the members about the decisions of the committee and after deliberations, the House approved the recommendations of the Curriculum Committee held on 21<sup>st</sup> December 2011.

**ADD. ITEM I TO CONSIDER THE RECOMMENDATIONS OF THE ADVISORY COMMITTEE ON ALL INDIA PRE-MEDICAL/PRE-DENTAL ENTRANCE EXAMINATION MADE AT ITS MEETING HELD ON 18<sup>TH</sup> JANUARY 2012.**

The Controller of Examinations, CBSE apprised the members about the decisions of the committee and after deliberations, the House approved the recommendations of the Advisory Committee on All India Pre-Medical/Pre-Dental Entrance Examination held on 18<sup>th</sup> January 2012.

**ADD. ITEM II TO CONSIDER THE RECOMMENDATIONS OF THE EXAMINATION COMMITTEE MADE AT ITS MEETING HELD ON 25<sup>TH</sup> JANUARY 2012.**

The Controller of Examinations, CBSE apprised the members about the decisions of the committee and after deliberations, the House approved the recommendations of the Examination Committee held on 25<sup>th</sup> January 2012.

**ADD. ITEM III TO CONSIDER THE RECOMMENDATIONS OF THE FINANCE COMMITTEE MADE AT ITS MEETING HELD ON 1<sup>ST</sup> FEBRUARY 2012.**

The Secretary, CBSE apprised the members about the recommendations of the Committee. After considerable discussion on the issues, the House resolved to approve the recommendations of the Finance Committee held on 1<sup>ST</sup> February 2012.

**ADD. ITEM IV TO DISCUSS THE ISSUE RECEIVED FROM SHRI D.R. SINGH, PRINCIPAL, JAWAHAR VIDYA MANDIR, SHYAMALI, RANCHI AND MEMBER OF THE GOVERNING BODY OF THE BOARD.**

Shri D.R. Singh, Principal, Jawahar Vidya Mandir, Shyamali, Ranchi and the member of the Governing Body of the Board drew the attention to the Rule 20 printed on page No. 12 of CBSE Curriculum for Class XI and XII for the year 2011-2012 for change of subject in Class XI.

The rule 20(i) says that the change of subject(s) in Class XI may be allowed by the Head of the Institution but not later than 31<sup>st</sup> October of that academic session and rule 20(iv) states that the Chairman shall have the powers to allow a change in subject (s) to avoid undue hardship to the candidate provided such a request for change is made before 30<sup>th</sup> September. Since, the Head of the Institution is empowered to allow the change of the subject(s) upto 31<sup>st</sup> October, if any, the date for representation to the Chairman, CBSE for change for subject (s) may be changed to 30<sup>th</sup> November in lieu of 30<sup>th</sup> September as printed in CBSE Curriculum for Class XI and XII for the year 2011-2012 especially in the cases where change of subject has been refused by the Head of Institution.

The Controller of Examination, CBSE stated that the matter shall be placed before the next Examination Committee for detailed discussion on the issue and taking necessary decision.

**ADD. ITEM V TO CONSIDER THE RECOMMENDATIONS OF THE AFFILIATION COMMITTEE MADE AT ITS MEETING HELD ON 1<sup>ST</sup> FEBRUARY 2012.**

The Secretary, CBSE apprised the members about the various decisions taken by the Committee. After discussion, the House approved the recommendation of the Affiliation Committee held on 1<sup>ST</sup> February 2012..

The meeting then ended with a Vote of Thanks to the Chair.

  
**(VEERA GUPTA)**  
**SECRETARY**

  
**(VINEET JOSHI)**  
**CHAIRMAN**





13. Mrs. Jyotsana Brar,  
Hony. Secretary, IPSC &  
Principal,  
Welham Girls School,  
Dehradun (U.A.)
14. Dr. Dinesh Kumar,  
Additional Commissioner,  
Kendriya Vidyalaya Sangathan,  
18, Institutional Area,  
Shaheed Jeet Singh Marg,  
New Delhi-110016. Rep. of Commissioner, KVS.
15. Smt. Saloni Singhal,  
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The Mantosh Sondhi Centre,  
23, Institutional Area, Lodhi Road,  
New Delhi. Ref. of Co-chair, School Education  
Committee, CII.
16. Dr. Kusumakar Sharma,  
Assistant Director General (HRD-I),  
Room No. 217,  
Indian Council of Agricultural Research,  
Krishi Anusandhan Bhawan-II,  
Pusa,  
New Delhi-110012.
17. Padam Bhushan Dr. (Mrs.) Shyama Chona,  
Former Principal,  
Delhi Public School,  
C- 10/8, Vasant Vihar,  
New Delhi – 110057.
18. Shri Ashok Kumar,  
Principal,  
Indian High School,  
Post Box No. 106,  
Dubai, UAE.
19. Shri Anil Kumar Vashishtha,  
Principal,  
Govt. Boys Sr. Sec. School,  
Jafrabad,  
Delhi.

20. Dr. J. D. Bhardwaj,  
Deputy Education Officer,  
Zone – XIV, Distt. West –A,  
Office of Dy. Director of Education,  
Karampura,  
New Delhi – 110015.
21. Shri S. S. Minhas,  
Principal,  
Guru Harkrishan Public School,  
Poorvi Marg,  
Vasant Vihar,  
New Delhi.
22. Prof. Sanjay Shrivastava,  
Asstt. Director General (ME),  
D.G.H.S.,  
Nirman Bhawan,  
New Delhi- 110001.
23. Shri Ashok Gupta,  
Principal,  
India International Public School,  
SFS, Mansarover,  
Jaipur,  
Rajasthan.
24. Dr. K. P. Gopalkrishna,  
Chairman,  
National Public School,  
12 A, Main Road, HAL,  
2<sup>nd</sup> Stage, Indira Nagar,  
Bangalore,  
Karnataka – 560038.
25. Dr. K.C. Satapathy,  
Principal, DAV Public School,  
Chandrasekharapur,  
Sailashree Vihar,  
Bhubaneshwar,  
Orissa – 751021.
26. Smt. Shashi Bala Saini,  
Principal,  
Sarvodaya Vidyalaya,  
Sector-7,  
Rohini,  
New Delhi – 110085.

27. Prof. Anita Rampal,  
Head,  
Deptt. of Education,  
Central Institute of Education ( CIE ),  
Delhi and Dean Faculty of Education,  
University of Delhi,  
Delhi – 110097.
28. Shri D.R. Singh,  
Principal,  
Jawahar Vidya Mandir,  
Shymali,  
Ranchi,  
Jharkhand.
29. Dr. Usha Ram,  
Principal,  
Laxman Public School,  
Hauz Khas Enclave,  
New Delhi.
30. Dr. (Mrs.) Anshu Sethi Bajaj,  
Deputy Secretary,  
Academic & Exam.,  
Medical Council of India,  
Dwarka,  
New Delhi.
31. Dr. Chetna Jyotishi Beohar,      Rep. of Secretary, Sangeet Natak Academy  
Director,  
Kathak Kendra,  
Delhi.
32. Dr.(Mrs.) Veera Gupta,  
Secretary,  
CBSE Preet Vihar,  
Delhi – 110092.



**The following members could not attend the meeting.**

01. Shri Diwan Chand,  
Director of Education,  
Directorate of Education,  
Govt. of NCT of Delhi,  
Old Secretariat,  
Delhi-110054.
02. Shri B.S. Bhalla,  
Commissioner & Secretary (Education),  
Govt. of A. & N. Island,  
Port Blair-744101.
03. Dr. R. P. Yadav,  
Deputy Director of Education,  
IEDSS,  
Directorate of Education,  
Amrita Shergill School Building,  
Behind Lady Shree Ram College,  
Lajpat Nagar IV,  
New Delhi – 110024.
04. Shri A.N. Jha,  
Joint Secy. & F.A,  
Deptt. of Education,  
M.H.R.D.,  
Shastri Bhawan,  
New Delhi-110001.
05. Prof. Poonam Batra,  
Professor,  
Faculty of Education,  
University of Delhi,  
Delhi.
06. Prof. S.K. Singh,  
Vice Chancellor,  
M.P. Bhoj ( Open University ),  
Bhopal, Madhya Pradesh.
07. Dr. V. Prakash,  
Director,  
Central Food Technological Research Institute,  
(CFTRI),  
No. 58, '5A' Main Road,  
Vontikoppal,  
Mysore – 570 002  
Karnataka.

08. Shri Chanchal Singh,  
CES-I,  
Distt. Education Officer,  
Additional Deluxe Building,  
Sector-9,  
Chandigarh.

09. Mrs. Lata Vaidyanathan,  
Principal,  
Modern School,  
Barakhamba Road,  
New Delhi.

**The following officers attended the meeting as Special Invitees :**

01. Shri Pitam Singh,  
Director (Spl. Exams.)  
C.B.S.E.,  
P 1-2, Institutional Area,  
Patpar Ganj,  
Delhi – 110302.
02. Shri M.C. Sharma,  
Controller of Examinations,  
C.B.S.E.,  
2, Community Centre,  
Preet Vihar,  
Delhi – 110092.
03. Shri N. Nagaraju,  
Director ( Academics & CTET )  
C.B.S.E.,  
Shiksha Sadan,  
17, Rouse Avenue,  
New Delhi - 110002
04. Dr.(Mrs.) Sadhana Parashar,  
Director (Training),  
C.B.S.E.,  
Shiksha Sadan,  
17, Rouse Avenue,  
New Delhi-110002.

**The following officers of the Board were in attendance :**

1. Shri Dharampal Singh, the then Joint Secretary and now Director (Special Exams.), CBSE, Delhi.
2. Shri Antriksh Johri, Joint Secretary (IT), CBSE, Patpar Ganj, Delhi.
3. Shri Rajbir Singh, Joint Secretary (AIEEE), CBSE, Patpar Ganj, Delhi.
4. Shri A.S. Verma, Joint Secretary ( A & L ), CBSE, Preet Vihar, Delhi.
5. Shri M.V.V. Prasada Rao, Joint Secretary, CBSE, Delhi.
6. Dr. (Mrs.) Srijata Das, Education Officer, CBSE, Rouse Avenue, Delhi.
7. Dr. (Miss) Rashmi Sethi, Education Officer, CBSE, Rouse Avenue, Delhi.
8. Shri Joseph Emmanuel, Deputy Secretary ( AIPMT), CBSE, Preet Vihar, Delhi.
9. Shri M.K. Arora, Deputy Secretary ( Co-ordn. ), CBSE, Preet Vihar, Delhi.
10. Shri Ajay Mishra, Deputy Secretary ( F & A ), CBSE, Rouse Avenue, Delhi.
11. Shri Pushkar Vohra, AEO (Sports), CBSE, Preet Vihar, Delhi.
12. Shri B.M. Gupta, Advisor, CBSE, Preet Vihar, Delhi.
13. Shri Navin Maini, Research Officer ( Technology ), CBSE, Rouse Avenue, Delhi.
14. Shri R.P. Sharma, Consultant, CBSE, Rouse Avenue, Delhi.
15. Mrs. Neelima Sharma, Consultant, CBSE, Rouse Avenue, Delhi.

## MINUTES OF THE MEETING OF THE CURRICULUM COMMITTEE

**DAY & DATE** : Wednesday, 21<sup>st</sup> December, 2011  
**TIME** : 2:00 P.M.  
**VENUE** : Conference Room (2<sup>nd</sup> floor)  
 Central Board of Secondary Education,  
 2-Community Centre, Preet Vihar, DELHI 110092

### CONTENTS

| Agenda Item No. | Agenda Item   |  |
|-----------------|---|--|
| 1               | To confirm the minutes of the meeting held on 17.06.2011  |  |
| 2.              | To report action taken on the minutes of the meeting held on 17th June, 2011.   |  |
| 3.              | To report major activities conducted since the last Curriculum Committee Meeting.   |  |
| 4.              | To approve initiation of CBSE-I for Grades II, VI and X in the session 2011-2012 and in Grades III, VII and XI in 2012-2013.  |  |
| 5.              | To approve conduct of workshops for the capacity Building of Teachers under CBSE-i.   |  |
| 6.              | To approve conduct of Performance Analysis Test in Verbal Ability, Science, Mathematics and Social Science for Grades IX & X in April 2012.   |  |
| 7.              | To approve following initiatives under CBSE-i<br>(i) Conduct of training programmes production of teachers manual and question banks for teachers.<br>(ii) Development of CBSE-i (Hindi) curriculum.<br>(iii) Setting up of schools as hub of excellence. |  |
| 8.              | To approve the revision of the Curriculum Document for CBSE-i schools.  |  |
| 9.              | To approve the conduct of Board conducted SA-II for the schools affiliated to CBSE under CBSE-i.  |  |
| 10.             | To report the fee for Performance Analysis Test (PAT) to be conducted in Classes IX & X and for SA-II Board Conducted Examination 2012 for Class X for the schools affiliated to CBSE under CBSE-i.   |  |

|     |  |  |
|-----|--|--|
| 11  | To approve the following items under Monitoring & Mentoring<br>(i) To continue the monitoring programs for the next year in the states of Kerala, Orissa and schools affiliated to the board abroad<br>(ii) To approve the institution of CBSE Mentor Award to Principals for special contribution as a mentor for proper implementation of CCE. |  |
| 12. | To approve the Empowerment Programmes for Principals.  |  |
| 13. | To approve the Implementation of CCE by the agencies approved by CBSE and appointment of Observers.  |  |
| 14. | To approve the Formative assessment trainings.   |  |
| 15. | To approve the Feedback mechanism for CCE and Formative Assessment trainings.  |  |
| 16. | To approve the Induction workshops.  |  |
| 17. | To approve the initiation of Centre for Assessment, Evaluation and Research.   |  |
| 18. | To approve the setting up of National School Sanitation and Knowledge Development cell at CBSE, New Delhi  |  |
| 19. | To approve conduct of training programmes for Physical Education Cards and Special Physical Education Cards at the Primary and Upper Primary level.  |  |
| 20. | To approve the access of the CBSE Academic Unit and CBSE-i and various members of the committees to online resources through CBSE Library.   |  |
| 21. | To approve the conduct of the CBSE Performing Arts Competition   |  |
| 22. | To approve the Industry Interface' Session for the students of Mass Media Studies (Elective)   |  |
| 23. | To report on strengthening of Sahodaya network.  |  |
| 24. | To approve the draft proposal for introducing an optional elective on 'Intellectual Traditions of India' in the classes XI and XII from the academic session 2012-2013   |  |
| 25. | To approve the conduct of a Pilot of Accreditation of Schools by Agencies empanelled by CBSE   |  |
| 26. | To approve organization of International Life Skills, School Health & Wellbeing Summit 2012 in collaboration with Expressions India for students and teachers of CBSE- national and CBSE-International.  |  |

|    |  |  |
|----|--|--|
| 27 | To consider introduction of a Pilot Project on Vocational Courses (Design Fundamental, Retail, Business and Vocational Teacher Education) in collaboration with the Central Institute of Technology, Western Australia   |  |
| 28 | To approve Analysis of various Reports related to CCE, M&M, etc.   |  |
| 29 | To approve the revamping of the English Core Course for Classes XI & XII   |  |
| 30 | Updating the Curriculum for Board Exam 2014.   |  |
| 31 | To approve the omission of Portuguese Language from the Scheme of studies of the Board w.e.f. 2012-13  |  |
| 32 | To consider automation and generation of Question Papers for Summative Assessments 1 and 2.  |  |
| 33 | To approve introduction of Mathematics Lab at Senior School Stage  |  |
| 34 | To consider the request of Dayal Bagh Education Institute (Deemed University), Dayal bagh, Agra to grant equivalence with CBSE courses for its Courses offered at High School and Intermediate level under the academic & administrative centre of Dayal Bagh Education Institute. |  |
| 35 | To approve signing of Memorandum of Understanding (MOU) between AETN18 and CBSE for promoting education and conservation of monuments.   |  |
| 36 | To approve the Board's initiatives in promoting Heritage Education Programme in schools.   |  |
| 37 | To approve development of a manual by CBSE based on the Curriculum framework for Value Development to facilitate implementation of the same at different levels of School Education.   |  |
| 38 | To approve Introduction of Vocational courses in Information Technology & Automobile sectors under NVEQF (National Vocational Educational Qualification Framework) at level 1 (equivalent to Class IX)   |  |
| 39 | To consider introduction of Law as an elective subject at senior school level from the academic session beginning 1st April 2012 of class XI.  |  |

The following members were present in the meeting –

1. Shri Vineet Joshi, IAS, Chairman, CBSE.....In the Chair
2. Prof. Maitrayee Choudhary, Convener, Course Committee in Sociology
3. Prof. Ramesh Pal, Convener, Course Committee in Physical Education
4. Prof. S.R. Bhatt, Convener, Course Committee in Philosophy
5. Prof. G. Misra, Convener, Course Committee in Psychology
6. Dr. Bani Jha, Convener, Course Committee in Fashion Studies
7. Prof. Chand Kiran, Education Department
8. Mrs. Lata Vaidyanathan, Principal, Modern School, New Delhi
9. Shri S.S. Minhas, Principal, Guru Harkishan Public School, Vasant Vihar, New Delhi
10. Prof. Hukum Singh, Head DESM, NCERT, Delhi
11. Dr. Sunita S. Kaushik, Addl. Dir.(Sch.)/RDE (North)
12. Mr. Dinesh Kumar, Addl. Commissioner, KVS
13. Shri. L.V. Sehgal, Convener, Course Committee in Science
14. Prof. Kapil Kapoor, Convener, Course Committee in English
15. Dr. K.P. Chinda, Convener, Course Committee in Mathematics
16. Dr. R.P. Chaurishiya, Convener, Course Committee in Engineering Drawing
17. Dr.N.K. Sehgal, Convener Course Committee in Physics
18. Prof. Om Vikas, Convener of the CC in Computer Science
19. Dr. Anupa Siddhu, Convener of the CC in Home Science
20. Sh. N. Nagaraju, Director (Academic)

#### **Special Invitees**

1. Prof. Jagbir Singh, Prof. (Retired), Delhi University
2. Dr. P. Ram Manohar, Director of Research
3. Prof. Michael Danius, Director of Research
4. Sh. J. Sreenivasa Murthy, HOD Sanskrit College, Bangalore
5. Prof. Avadesh Kr. Singh, Director, IGNOU



**The following officers of the Board were also in attendance –**

1. Dr. Sadhana Parashar, Director (Training)
2. Smt. Sugandh Sharma, Education Officer (Com.)
3. Dr. Srijata Das, Education Officer
4. Dr. Rashmi Sethi, Education Officer
5. Mrs. S.Radha Mahalaxmi, Education Officer
6. Sh. Ram Shankar, Joint Director (Vocational)
7. Shri R.P. Sharma, Consultant
8. Dr. Vivek Nagpal, Consultant
9. Mrs. Neelima Sharma, Consultant
10. Sh. R.P.Singh, Assistant Education Officer
11. Mrs. Archana Thakur, Assistant Education Officer
12. Mr. A.H. Ahmad, Assistant Education Officer
13. Ms. Neha Mittal, Consultant(Data Analyst)
14. Mr. Navin Maini, Research (Inn.)

**The following members could not attend the meeting due to their preoccupation:**

1. Dr. P.C. Jain, Convener, Course Committee in Business Studies & Accountancy
2. Prof. Shamim Hanfi, Convener Course Committee in Urdu
3. Prof. Girish Joshi, Convener, Course Committee in Heritage Crafts
4. Prof. Achin Vanaik, Convener Course Committee in Political Science
5. Prof. B.L. Pandit, Convener, Course Committee in Economics
6. Prof. S.P. Mishra, Convener Course Committee in Entrepreneurship
7. Prof. Saiyid Zaheer Zafri, Convener Course Committee in History
8. Prof. A.K. Bhatnagar, Convener, Course Committee in Biology
9. Prof. S.P. Mishra, Convener, Course Committee in Entrepreneurship
10. Shri S.S. Minhas, Principal, Guru Harkishan Public School, Vasant Vihar, New Delhi.
11. Shri G.S. Negi, Convener, Course Committee in Social Science

12. Prof. Apoorvanand, Convener Course Committee in Hindi.

13. Prof. A.K. Bakshi, Convener, Course Committee in Chemistry

14. Dr. K.N. Singh, Convener, Course Committee in Agriculture

15. Professor Barkatullah Khan, Convener, Course Committee in Geography

16. Dr. Sunil Kumar, Convener Course Committee in Graphic Art

The Chairman welcomed the members and requested them to introduce themselves. Thereafter, he apprised the House of various activities undertaken by the Board.

## CHAIRMAN'S OPENING REMARKS

The Chairman's presentation focused on following aspects:

Section I Action Taken Report

Section II Academic Initiatives

Section III Current Agenda Items

While giving an overview of CBSE, he outlined major decisions, activities and initiatives taken by the Board since the last Curriculum Committee meeting held on 17<sup>th</sup> June, 2011.

### SECTION I: ACTION TAKEN REPORT

#### Overview of CBSE

The CBSE has more than 11,511 schools affiliated across the country and 24 foreign countries.

There are 940 Kendriya Vidyalayas, 1857 Government Schools, 7641 Independent Schools, 543 Jawahar Navodaya Vidyalayas and 59 Central Tibetan Schools affiliated with the Board alongwith other schools.

The action taken with respect to agenda items of the last Curriculum Committee meeting are as follows:

|    |  |   |
|----|--|---|
| 1  | To confirm the minutes of the meeting held on 17.06.2011                                 | No action is required to be taken for these agenda items. |
| 2  | To report action taken on the minutes of the meeting held on 17 <sup>th</sup> June 2011. |   |
| 3. | To report major activities conducted since the last Curriculum Committee meeting.        |   |

| 4                  | To approve the conduct of Empowerment Programmes for Principals in collaboration with Indian Institutes of Management (IIMs) and IIFT.  | <p>The following programmes were organized during the period under report:</p> <table border="1" data-bbox="762 286 1495 1116"> <thead> <tr> <th>S.No</th> <th>Name of The Programme</th> <th>Date</th> <th>Number of Participan</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Effective School Management Programme by IIFT(Second) at IIFT-Delhi.</td> <td>28 June to 02 July, 2011</td> <td>21</td> </tr> <tr> <td>2.</td> <td>Strategic Leadership For 21st Century Schools by ETMA Gurgaon (Second)at Salwan Public School, Gurgaon</td> <td>22-26 August, 2011</td> <td>27</td> </tr> <tr> <td>3.</td> <td>Management Development Programme by NUEPA (Twelfth) at NUEPA Campus, Delhi.</td> <td>12-16 September, 2011</td> <td>40</td> </tr> <tr> <td>4.</td> <td>Effective School Management by IIFT (Third) at IIFT, Kolkata</td> <td>19-23 September, 2011</td> <td>31</td> </tr> <tr> <td>5.</td> <td>The Leadership Clinic by IIM – Kozhikode (Fourth) at Leela Palace Bangalore</td> <td>17-20 October, 2011</td> <td>06</td> </tr> <tr> <td colspan="3"><b>Grand total</b></td> <td><b>125</b></td> </tr> </tbody> </table> | S.No                      | Name of The Programme | Date | Number of Participan      | 1. | Effective School Management Programme by IIFT(Second) at IIFT-Delhi. | 28 June to 02 July, 2011   | 21 | 2. | Strategic Leadership For 21st Century Schools by ETMA Gurgaon (Second)at Salwan Public School, Gurgaon | 22-26 August, 2011         | 27 | 3. | Management Development Programme by NUEPA (Twelfth) at NUEPA Campus, Delhi. | 12-16 September, 2011      | 40 | 4. | Effective School Management by IIFT (Third) at IIFT, Kolkata | 19-23 September, 2011      | 31 | 5.                 | The Leadership Clinic by IIM – Kozhikode (Fourth) at Leela Palace Bangalore | 17-20 October, 2011 | 06         | <b>Grand total</b> |  |  | <b>125</b> |
|--------------------|---|---|---------------------------|-----------------------|------|---------------------------|----|--|----------------------------|----|----|--|----------------------------|----|----|---|----------------------------|----|----|--|----------------------------|----|--------------------|---|---------------------|------------|--------------------|--|--|------------|
| S.No               | Name of The Programme   | Date  | Number of Participan      |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 1.                 | Effective School Management Programme by IIFT(Second) at IIFT-Delhi.  | 28 June to 02 July, 2011  | 21                        |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 2.                 | Strategic Leadership For 21st Century Schools by ETMA Gurgaon (Second)at Salwan Public School, Gurgaon  | 22-26 August, 2011  | 27                        |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 3.                 | Management Development Programme by NUEPA (Twelfth) at NUEPA Campus, Delhi.   | 12-16 September, 2011   | 40                        |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 4.                 | Effective School Management by IIFT (Third) at IIFT, Kolkata  | 19-23 September, 2011   | 31                        |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 5.                 | The Leadership Clinic by IIM – Kozhikode (Fourth) at Leela Palace Bangalore   | 17-20 October, 2011   | 06                        |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| <b>Grand total</b> |   |   | <b>125</b>                |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 5                  | To approve the continuing of the Orientation Programmes for the Principals selected as Mentors/Monitors on the use of the Tools developed by the Board for the said purpose under the Monitoring and Mentoring initiative of the Board for ensuring proper implementation of CCE. | <p>The details of the Orientation Programmes for Mentors/ Monitors held during the reporting period are given below-</p> <table border="1" data-bbox="762 1246 1495 1752"> <thead> <tr> <th>SI. NO</th> <th>VENUE</th> <th>DATE</th> <th>NUMBER OF MENTORS TRAINED</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Sharada Vidyalaya, Mangalore</td> <td>12<sup>th</sup> Sep. 2011</td> <td>35</td> </tr> <tr> <td>2.</td> <td>B.B.U.L. Jain Vidyalaya, Bangalore</td> <td>25<sup>th</sup> Sep. 2011</td> <td>66</td> </tr> <tr> <td>3.</td> <td>Silver Hills Public School, Kozhikode</td> <td>03<sup>rd</sup> Oct. 2011</td> <td>41</td> </tr> <tr> <td>4.</td> <td>Saraswathi Vidyalaya, Trivandrum</td> <td>17<sup>th</sup> Oct. 2011</td> <td>68</td> </tr> <tr> <td colspan="3"><b>Grand Total</b></td> <td><b>210</b></td> </tr> </tbody> </table>  | SI. NO                    | VENUE                 | DATE | NUMBER OF MENTORS TRAINED | 1. | Sharada Vidyalaya, Mangalore   | 12 <sup>th</sup> Sep. 2011 | 35 | 2. | B.B.U.L. Jain Vidyalaya, Bangalore   | 25 <sup>th</sup> Sep. 2011 | 66 | 3. | Silver Hills Public School, Kozhikode                                       | 03 <sup>rd</sup> Oct. 2011 | 41 | 4. | Saraswathi Vidyalaya, Trivandrum                             | 17 <sup>th</sup> Oct. 2011 | 68 | <b>Grand Total</b> |   |                     | <b>210</b> |                    |  |  |            |
| SI. NO             | VENUE   | DATE  | NUMBER OF MENTORS TRAINED |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 1.                 | Sharada Vidyalaya, Mangalore  | 12 <sup>th</sup> Sep. 2011  | 35                        |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 2.                 | B.B.U.L. Jain Vidyalaya, Bangalore  | 25 <sup>th</sup> Sep. 2011  | 66                        |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 3.                 | Silver Hills Public School, Kozhikode   | 03 <sup>rd</sup> Oct. 2011  | 41                        |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 4.                 | Saraswathi Vidyalaya, Trivandrum  | 17 <sup>th</sup> Oct. 2011  | 68                        |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| <b>Grand Total</b> |   |   | <b>210</b>                |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |
| 6                  | To approve conduct of Training programmes on the 'National School Sanitation Initiative'.   | Action is being taken.  |                           |                       |      |                           |    |  |                            |    |    |  |                            |    |    |   |                            |    |    |  |                            |    |                    |   |                     |            |                    |  |  |            |

| 7    | To approve the initiatives under CBSE-i.  | <p>The Board has initiated International Curriculum as pilot project in 20-25 CBSE affiliated schools abroad from 2010-2011. This project has been extended to Classes I, II, VI, IX and X in the academic year 2011-2012. It has also been decided to start the classes III, VII and XI from the next academic session (2012-2013).</p> <p><b>(i) To extend International Curriculum (CBSE-i) for the CBSE affiliated schools in India and other foreign schools.</b><br/>It has also been proposed to extend this course to other foreign schools from which the Board has been receiving requests. As far as, extension of this course to CBSE affiliated schools in India is concerned, the Board is planning to take action in this regard in the next phase.</p> <p>The Board is receiving applications/requests from its affiliated schools in India and abroad regarding grant of International Curriculum (CBSE-i).</p> <p><b><u>(ii) Expansion of CBSE-i to affiliated schools abroad</u></b></p> <p>In this regard, a notification has already been uploaded on CBSE-i for the schools that are keen to apply for CBSE-i affiliation.</p> <p><b><u>(iii) Expansion of CBSE-i to affiliated schools in India</u></b></p> <p>The Board is planning to have an International Conference "Curtain Raiser to CBSE-i" in the month of February, 2012. The issue of granting CBSE-i curriculum to its affiliated schools in India will be discussed after this conference</p> |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |
|------|---|---|------|--------|---------------------|----|------------------|-----|----|----------------|-----|----|-------------------|-----|----|---------------------------|-----|----|-------------------------------------|---|----|----------|-----|----|---------|----|
| 8    | To approve conduct of Eight Regional CCE workshops by CBSE  | Action is yet to be initiated.  |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |
| 9    | To approve implementation of CCE by the Agencies approved by the CBSE and appointment of Observers by CBSE. | <p>The first phase of training is expected to be completed by March 2012. The agencies may be empanelled again on the basis of the reports sent by the Observers. Accordingly the Expression of Interest may also be drafted for the same. The number of participants trained agency wise are-</p> <table border="1" data-bbox="730 1548 1455 1923"> <thead> <tr> <th>S.No</th> <th>Agency</th> <th>No. of Participants</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Expression India</td> <td>135</td> </tr> <tr> <td>2.</td> <td>Xxtra Solution</td> <td>129</td> </tr> <tr> <td>3.</td> <td>S.Chand &amp; Company</td> <td>230</td> </tr> <tr> <td>4.</td> <td>Learning Links Foundation</td> <td>104</td> </tr> <tr> <td>5.</td> <td>Core Education and Technologies Ltd</td> <td>-</td> </tr> <tr> <td>6.</td> <td>Niit Ltd</td> <td>226</td> </tr> <tr> <td>7.</td> <td>Educomp</td> <td>25</td> </tr> </tbody> </table>  | S.No | Agency | No. of Participants | 1. | Expression India | 135 | 2. | Xxtra Solution | 129 | 3. | S.Chand & Company | 230 | 4. | Learning Links Foundation | 104 | 5. | Core Education and Technologies Ltd | - | 6. | Niit Ltd | 226 | 7. | Educomp | 25 |
| S.No | Agency  | No. of Participants   |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |
| 1.   | Expression India  | 135   |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |
| 2.   | Xxtra Solution  | 129   |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |
| 3.   | S.Chand & Company   | 230   |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |
| 4.   | Learning Links Foundation   | 104   |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |
| 5.   | Core Education and Technologies Ltd   | -   |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |
| 6.   | Niit Ltd  | 226   |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |
| 7.   | Educomp   | 25  |      |        |                     |    |                  |     |    |                |     |    |                   |     |    |                           |     |    |                                     |   |    |          |     |    |         |    |

|              |                                  |             |
|--------------|----------------------------------|-------------|
| 8.           | HCL Info Systems Ltd.            | 83          |
| 9.           | Everonn Education Ltd.           | 92          |
| 10.          | IL & FS Education & Technology   | 333         |
| 11.          | SREI Infrastructure Finance Ltd. | 131         |
| 12.          | Tune Spray Solution              | 311         |
| <b>Total</b> |                                  | <b>1799</b> |

10 To approve extension of Teacher Training on Formative Assessment in different subjects.

A total of 06 Formative Assessment Training Programmes were held and 1688 principals trained during the period under report:

| S. NO        | VENUE   | DATE               | NO. OF PARTICIPANTS |
|--------------|---|--------------------|---------------------|
| 1.           | Sharada Vidyalaya S K D B Campus, Kodialbail, Mangalore, Karnataka-575003         | 13 September, 2011 | 96                  |
| 2.           | B.B.U.L. Jain Vidyalaya, 84, K R Road, Shankara Pura, Bangaluru, Karnataka-560004 | 26 September, 2011 | 324                 |
| 3.           | Silver Hills Pub School, Vellakada, PO Marikunnu, Kozhikode Dist Kerala 673012    | 04 October, 2011   | 313                 |
| 4.           | Saraswathi Vidyalaya Arappura Junction Vattiyorkavu P.O Trivandrum Kerala -695013 | 18 October, 2011   | 421                 |
| 5.           | N.H. Goel World School Raipur-493111  | 22 October, 2011   | 200                 |
| 6.           | Delhi Public School Sec-IV, Bokaro Steel City, Bokaro, Jharkhand-827004           | 20 November, 2011  | 334                 |
| <b>Total</b> |   |                    | <b>1688</b>         |

|    |  |   |
|----|--|---|
| 11 | To approve revision of Functional English Course Books at Senior School Stage.   | <p>The proposal has been deferred till next session due to the urgency to revamp the English Core Course at Senior Secondary level.</p> <p>To revamp the English Core Course the following steps have already been taken:</p> <ol style="list-style-type: none"> <li>1. A meeting of the practicing teachers of school was held to take the feedback on the course at grass root level of the class. These teachers belonged to various organisations like DAV, KVS, Directorate of Education, and JNV etc.</li> <li>2. The recommendation of this committee in respect of deleting some chapters from the English Core Books prescribed by NCERT was approved by the Committee of Courses in a meeting held on 16<sup>th</sup> December, 2011.</li> <li>3. The second recommendation regarding the introduction of a long reading text at senior secondary level and secondary level has been approved by the Committee of Courses.</li> <li>4. A very strong recommendation by the committee of teachers regarding formal testing of conversation skills (listening and speaking) has also been approved by the Committee of Courses at 10<sup>th</sup> class and 12<sup>th</sup> class level. Internal testing of conversation skills has already been done at 9<sup>th</sup> class level.</li> <li>5. The Committee of Courses is of view that deletion of the lessons may be done after receiving the substantial feedback from teachers and students. It is informed to the Curriculum Committee that the notification regarding the feedback has already been uploaded.</li> </ol> |
| 12 | To approve introduction of e-typewriting- English/Hindi from the academic session 2011-12 of Class IX and 2012-13 of Class X in place of existing syllabus Typewriting- English/Hindi. | <p>The syllabus on e-typewriting was introduced for Class IX from the Academic session 2011-12 for which the schools were informed vide Circular No.46 dated 22.06.2011. The Board has also developed Sample Question Paper and Marking Scheme for Class IX and Formative Assessment Guidelines for the subject.</p>  |
| 13 | To review the Status and Scope of Vocational Education in new thrust areas.  | <p>Institute of Indian Foundry men, Apollo Institute of Hospital Management and Allied Sciences and Thinking Threads Design Private Limited have proposed courses in Foundry Technology, Para Medical and Designing respectively. Series of meetings with the agencies have been held. Preliminary drafts of the curriculum /scheme of studies proposed to be offered have been designed. Draft MOU prepared for the proposed vocational course in Foundry Technology in collaboration with Institute of Indian Foundry men has been forwarded to Affiliation and legal units of the Board for their suggestions /comments etc.</p>   |

|                                 |   |  |
|---------------------------------|---|--|
| 14                              | To approve conduct of Orientation Programmes on Computerized Accounting Systems (CAS) for commerce teachers.  | The Training Programmes will be taken up in the months of April- May 2012.   |
| 15                              | To consider the request of Swami Shantatmananda Secretary, Ramakrishna Ashrama Marg, New Delhi-110055 to organize 'Awakening India Online Competition for school students across the country.   | Action is being taken.   |
| 16                              | To approve the introduction of Vocational Course in Sports titled Fitness and Gym Operation at senior school level from the session 2012-13.  | Action is being taken.   |
| 17                              | To approve the conduct of IEEE International Conference on Technology Enhanced Education (ICTEE) on the theme 'Education Technology for Societal Benefit' scheduled for January 3-5, 2012 at Amrita University, Amritapuri Campus, Kerala, India in collaboration with CBSE, New Delhi and Amrita Vishwas Vidyapeetham. | Action is being taken.   |
| <b>Additional Agenda Items:</b> |   |  |
| 1                               | To discuss and suggest ways of introducing Question Paper Reforms in the Board Examinations:  | Based on the suggestions given, the Question Paper Design of History Class XII was modified to incorporate long answer question of 10 marks with the purpose to improve essay writing skills among students.   |
| 2                               | To approve hiring of consultants by the Board on the recommendations of Subject Committees.   | In addition to the Education Officers who are contributing as CBSE-i coordinators the Board appointed Research Officers, Assistant Education Officer, Project Associates, Consultants, Computer Assistant, Multi tasking staff members, etc. to support the expansion of CBSE-i. |
| 3                               | To approve analysis of Monitoring and Mentoring reports on pilot basis through a selected agency in order to ensure effective implementation of CCE in the coming year.   | The work is in progress.   |



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| 4. | To report conduct of Summative Examinations for Terms I and II for Classes IX and X for students of secondary/senior secondary schools by the Schools.   | In pursuance of the Policy of the Board, examination structure and CCE guidelines Summative Assessments II & I were held in months of March-2011 and September-2011 respectively. Question papers duly moderated as per policy of the board were provided to all the affiliated schools in the form of a compact disk containing "Question Paper Bank". The examinations in schools under umbrella organizations like DAV College Managing Committee, Directorate of Education Delhi Govt., DPI/Chandigarh Administration, Govt of Arunachal Pradesh etc. were conducted by the respective organizations and Question papers were provided to these organizations by CBSE instead of schools under them. For both the terms the examinations for the Winter Bound Schools were scheduled before the regular examination sessions of schools and Question Papers were provided to all these schools also by the board from the question paper bank. |
| 5  | To approve introduction of English Testing Certificate/ English Language Certificate for Listening, Speaking, Writing and Comprehension skills.  | Action is being initiated.   |
| 6  | To approve introduction of more courses in Academic stream at senior school level.   | Action is being initiated.   |
| 7  | To consider provision of Continuing Professional Development (CPD) by the Institute of Education, University of London.  | Action is being initiated.   |
| 8  | To approve the proposal for teaching Chinese language for blended learning.  | Action is being initiated.   |
| 9  | To consider Item XII of the Examination Committee : Converting Practical Work into Oral based Questions in the subjects of Physics, Chemistry & Biology and to report action taken by the Board in providing separate question papers for the visually handicapped students in the subjects of Physics, Chemistry, Biology And Mathematics at the senior school certificate examination. | The subject committee members of Physics, Chemistry and Biology have come to the conclusion that instead of oral questions, practical based Multiple Choice Questions testing the concepts and procedural knowledge can be introduced in place of practicals in Physics, Chemistry and Biology. This Multiple Choice based practical examination will be for a duration of 1 hour 30 min. The multiple choice based question paper will contain 25 MCQs and 5 marks will be provided for viva-voce. This will be implemented for students of class XII in 2013 Board Examination. A guideline regarding this change and also a sample question paper for practicals will be uploaded on CBSE website for present batch of visually impaired class XI students very soon.   |

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| 10 | To discuss the recommendations of the Committee appointed regarding Work load of Physical education teachers in CBSE affiliated schools:   | Action is being taken.  |
| 11 | To consider the conduct of CTET in September 2011 for students appearing in NET Examinations:  | The first CTET – 2011 was conducted as per the orders of the MHRD letter No.F.1-2/2011-EE-4 dated 28/02/2011 and the next CTET will be held on 29th January, 2012 as notified by the National Council of Teachers Education(NCTE) No. F.76-4/2010/NCTE/Acad. Dated 11th February, 2011. |
| 12 | To consider the use of e-materials developed by Chennai based organization for learning of applications of concepts of Science, Mathematics and soft skills through principles of sports as a pilot project.                             | Action is being taken.  |
| 13 | To consider introduction of alternative pathways to skill-based courses at school Stage.   | Action is being taken.  |
| 14 | To approve introduction of a new course in English at Senior Secondary Stage for CBSE-i (CBSE-International) and CBSE-n (CBSE-National).   | 10 Units for class XI CBSE-I are under process of preparation and are likely to be finalized by mid-February, 2012.   |
| 15 | To approve the proposal of collaboration with British Council regarding up scaling of Physical Education Curriculum (PEC) in schools for upper primary and secondary levels through conduct of cost recovery teacher training workshops. | Action is being taken   |

## SECTION II: ACADEMIC INITIATIVES

### 1. Accreditation of Schools:

The Accreditation of schools on specified domains, such as Academic processes and products, co-scholastic processes and products, infrastructure, human resources, etc. is being taken up by the Board. The purpose is not to compare/rank the schools but to report whether they qualify and do not qualify for accreditation.

### 2. The CBSE Students Global Index (SGAI):

The first ever edition of CBSE Students Global Aptitude Index (SGAI) was conducted on 22<sup>nd</sup> January, 2011 for students of Class X studying in Board's affiliated schools. The next edition of CBSE SGAI will be conducted on 22<sup>nd</sup> January, 2012.

### 3. Review/Revision of curriculum at secondary and senior school stage for the Board Examination Year 2011:

A series of meetings were organized by the Board to update the syllabi in different subjects at secondary and senior school stage for the Board Examination Year 2014. The Tamil syllabus for classes IX & X was revised from the academic year 2011- 12 as per the changes made by Tamil Nadu State Govt. Two circulars Nos 62 and 65 in this regard were sent to all the schools concerned for information and necessary action in September, 2011.

### 4. Development of Sample Question Papers at Secondary and Senior School Stage:

The Sample Question papers were updated in different subjects at secondary Stage for the Term 2 scheduled to be held in the Board's affiliated schools during March 2012. Sample Questions Papers at senior school stage were also reviewed and updated for the Board Examination Year 2012.

#### Secondary

- (i) Mathematics
- (ii) Science
- (iii) Social Science
- (iv) Foundation of Information Technology
- (v) Hindi
- (vi) Sanskrit
- (vii) E-Typewriting, ( Class IX)

- (viii) Elements of Business
- (ix) Elements of Book Keeping and Accountancy

**Class XII**

- (i) Mathematics
- (ii) Physics
- (iii) Chemistry
- (iv) Computer Science
- (v) Information Practices
- (vi) Multimedia and Web Technology
- (vii) Economics
- (viii) History
- (ix) Sanskrit
- (x) Bio Technology.

5. **Printing of the Philosophy Text book of Class XI:** The philosophy textbook for Class XI was brought out and uploaded on the CBSE website.

**6. Induction Programmes**

A total of 6 Induction Programmes for newly affiliated schools were held and 148 principals trained.

| S.NO | VENUE  | DATE               |
|------|--|--------------------|
| 1.   | Sharada Vidyalaya S K D B<br>Campus, Kodialbail, Mangalore,<br>Karnataka-575003          | 12 September, 2011 |
| 2.   | B.B.U.L. Jain Vidyalaya,<br>84, K R Road, Shankara Pura,<br>Bangaluru, Karnataka-560004  | 25 September, 2011 |
| 3.   | Silver Hills Pub School,<br>Vellakada, PO Marikunhu ,<br>Kozhikode Dist Kerala 673012    | 03 October, 2011   |
| 4.   | Saraswathi Vidyalaya<br>Arappura Junction Vattiyoorkavu<br>P.O Trivandrum Kerala -695013 | 17 October, 2011   |
| 5.   | N.H. Goel World School<br>Raipur-493111  | 21 October, 2011   |
| 6.   | Delhi Public School<br>Sec-Iv, Bokaro Steel City,  | 19 November, 2011  |

**7. Conduct of Three days Teachers Training Programmes for Teachers Teaching Engineering Graphics on Computer Aided Designing (CAD) 2011-12**

Three Three-day Teacher Training programmes for teachers teaching Engineering Graphics for classes XI & XII were held at Chennai and Delhi. Nearly 70 Teachers from all over India participated in these training programmes.

**Chennai:-**

- (1) **Venue : D.A.V Boys Senior Secondary School , 212-213 Avvai Shanmugam Salai, Gopalpuram, Chennai- 600086**  
Dates : 24<sup>th</sup> ,25<sup>th</sup> & 26<sup>th</sup> Aug 2011 (three days)  
Delhi:
- (2) **Venue: J.D. Tytler School,**  
New Rajinder Nagar,  
New Delhi.  
Dates: 7<sup>th</sup> to 9<sup>th</sup> September 2011
- (3) **Venue: Sumermal Jain Pub. School**  
Janak Puri, New Delhi  
Dates: From 14<sup>th</sup> to 16<sup>th</sup> September, 2011.

**8. Revision of Life Skills Manuals for Classes VI to VIII**

Life Skills are a set of Human Skills acquired via teaching or direct experience that are used to handle problems and questions commonly encountered in daily human life. Early adolescents also need to be familiarized with them. In view of this the revised edition of Life Skills Manuals for class VI-VIII is planned to be brought. A committee was set by the Competent Authority in this regard. The materials received from the members of the committee are sent for formatting and composing.

**9. Verification of Evidence of Assessment of Class X students SA-I and FA-II and Class IX students SA-II and FA-IV**

The school based assessments whether formative or summative are an integral part of the CCE. These assessments are to be done during school time only and to be given as part of an exercise to be done at home. During the various interaction sessions with stakeholders, especially parents, a concern has been raised across the country that the manner/level of the school based assessments and the criteria being used by a particular school for the evaluation of these assessments are not uniform and differs from school to school even in neighbouring schools. Considering the fact that a uniform certificate will be issued to all the candidates irrespective of the fact whether they have appeared for Board conducted or school conducted Examination, the Board needs to have some checking mechanism on school based

assessment in order to ensure reliability, validity and fairness of assessments being done by schools.

The Board, thus has not only asked its affiliated schools to send/upload the marks/grades in respect of all students of Class X but also asked them to send the evidence of assessments done by schools as part of SA, FA3, FA4 in certain subjects for Class X. The Board has developed following handouts for use of moderators while checking them for ensuring validity and fairness of assessments:

1. Checklist- record sheet: Collection of student data
2. Record sheet: task types - Formative Assessment
3. Record sheet: analysis of Formative Assessments
4. Learners assignments and teacher marking
5. Oral/conversation skills: debates, role plays, group tasks etc.
6. Marking projects: different subjects
7. Written assignment
8. Analysis of Summative Assessment
9. Science practical/mathematics lab
10. Recording and documentation of Formative Assessment
11. Overall marking

**Some of the findings of analysis are as follows:-**

- (i) Majority of schools have given 1 to 4 tasks under formative assessments 3 and 4.
- (ii) Projects, class tests, home assignment are the major task types as part of formative assessments.
- (iii) The range of marks are balanced in more than 70% cases.
- (iv) Most of the projects given to students are individual, original with details of project given.
- (v) The number of written tasks varies 2-4.
- (vi) Majority of questions used in assignments are application/skill based, taken from text books. Evidences about their being original were also available.
- (vii) Majority of schools had taken an average of three tasks for selecting the final grade of Formative Assessment.

## **10. CBSE Celebrates National Education Day**

The Central Board of Secondary Education celebrated National Education Day, 2011 in its affiliated schools by organizing programmes and activities such as Teachers' Quiz on Education, Poster Making Competition and Students Messages for their teachers and CBSE on the theme, Child Centered Education. The Final Round of the National

Teachers' Quiz on Education was held on 14<sup>th</sup> November, 2011 at National Museum, Janpath, Delhi. The Teachers Team from St. Marks' School, Meera Bagh, Delhi won the First Prize. The second, third and the fourth prizes were bagged by Nava Bharat Public School, Nava Nagar, Khammam Distt. Andhra Pradesh, Kendriya Vidyalaya No. 1, Bangalore, Kendriya Vidyalaya No. 1 Jodhpur respectively.

The Day was also marked by the Awards Distribution to the teachers and students of all events who came from different parts of the country. Smt. Anshu Vaish, Secretary, Department of Secondary and Higher Education and Deptt. Of Elementary Education & Literacy, Ministry of Human Resource Development, GOI was the Chief Guest of the function. She gave away the prizes and the Certificates to the winners. Shri Vineet Joshi, Chairman, CBSE extended a warm welcome to her.

Speaking on the occasion, Mrs Anshu Vaish said that the nation celebrates the National Education Day every year on 11<sup>th</sup> November to commemorate the birth anniversary of Maulana Abul Kalam Azad who was an eminent educationist, a great freedom fighter, a visionary and the first Education Minister of Independent India. Today with the passing of the Right of Children to Free and Compulsory Education Act 2009, education has become a fundamental right – a dream nurtured by Maulana Azad. She informed about the *Shiksha ka Haq Abhiyan* launched on 11<sup>th</sup> November 2011 to increase awareness about the education among the masses especially children. She also read out the from the message of Dr Man Mohan Singh, Prime Minister of India for all children at the launch of the year long Right to Education campaign and urged children to work hard to achieve their dreams in life.

Mr. N. Nagaraju, Director Academic, CBSE proposed the Vote of Thanks on the occasion.

#### **11. Observance of National Vigilance Awareness Period by the CBSE:**

In compliance with the directives of the Central Vigilance Commission, the CBSE observed National Vigilance Awareness Period in its affiliated schools. In a Circular No. 66 dated 16<sup>th</sup> September, 2011, the schools were asked to draw year long calendar of programmes and activities on themes such as, vigilant behavior, sustainable development practices, probity in public life and integrating such issues in regular programmes of Eco Clubs, Integrity Clubs, Consumer Clubs, Disaster Management Clubs, etc.

In order to channelize and boost the thinking process in our students in this direction, the Board also organized **National Debate Competition for students of Classes XI and XII** at regional and National levels on the following topics:

- (i) In spite of all the provisions of checks and balances in the constitution, there is a strong need for the Lokpal Bill.
- (ii) The Right to Information Act, 2005 helps to develop a more vibrant democracy.
- (iii) The citizens can prevent corruption in a democracy.
- (iv) Who should be more vigilant-a state or a citizen in a democracy?

287 schools participated at eight Regional Competitions in which two winning entries from each Region qualified for the National Finals. The National Final Debate Competition was held on 18<sup>th</sup> November, 2011 at in the Conference Hall of CBSE, Shiksha Sadan 17, Rouse Avenue, New Delhi where students were judged based on content, language, presentation and ability to defend.

The meritorious Students were given away Certificates, trophies and Cash Awards as stated below:

**Prizes:**

- 1<sup>st</sup> prize Rs. 10,000 and Trophy to **Bhavan's Vidya Mandir, Elamakkara, Cochin Kerala.**
- 2<sup>nd</sup> Prize to the winning team Rs. 8,000 and Trophy to **Prelude Public School, 341 Jaganpur, Dayalbagh Agra Uttar Pradesh.**
- Best individual speaker : Rs. 5,000 and Trophy to **G. Aditiya, Bhavans Vidya Mandir, Elamakkara, Cochin Kerala-682026**
- Second Best individual speaker `3,000 to **Vaishali Khandelwal of Prelude Public School, 341 Jaganpur, Dayalbagh Agra Uttar Pradesh**
- Best rebutting member 1<sup>st</sup> `2,000+ Trophy to **Vaishali Rathor, Bright Day School, VIP Road Karelibaugh, Vadodara Gujarat.**
- Second best rebutting member Rs. 1,500 to **Apoorv Aditya (Chinmaya Vidyalaya, Sector - V Near Bank Colony, Bokaro Steel City Bokaro Jharkhand**

12. **The Heritage India Quiz 2011:** By conducting **Heritage India Quiz**, the CBSE has been involving school students to learn and appreciate the country's history with special reference to the freedom struggle, its geography, the constitution and other fine aspects associated with people belonging to different regions, their life styles, traditions, customs etc Started in the year 2001, it has been generating tremendous enthusiasm among the student community. About 1000 schools from across the country and abroad participated in this event each year.

The Quiz was conducted in three phases – the Written Preliminary Test, the Zonal Rounds, and the National Rounds (Semi final & Final). Each school was represented by three students from classes IX to XII forming a team .

1. **The Zonal Rounds :** The meritorious teams participated in the 12 Zonal Rounds which were conducted during November and December, 2011.
2. **The Semi Rounds Final :** The zonal rounds are followed by Semi -Final Quiz rounds conducted amongst the teams qualifying in the Zonal Rounds. This year, the Semi final Quiz was conducted at Bal Bhawan Public School, Mayur Vihar, Phase II, Delhi on 8<sup>th</sup> December 2011.



3. **The National Finals:** The National Finals of the four winning teams was organized on Friday, 9<sup>th</sup> December, 2011 at India Islamic Cultural Centre, Lodi Road, New Delhi-110003.

The following were the Prize Winning Teams at the **Finals:**

| Position        | Name of the school.                              |
|-----------------|--|
| 1 <sup>st</sup> | DAV Public School, Chandrasekharpur, Bhubaneswar |
| 2 <sup>nd</sup> | Bal Bharti Public School, Sector – 21 NOIDA      |
| 3 <sup>rd</sup> | DAV Public School, Lawrance Road, Amritsar       |
| 4 <sup>th</sup> | Centre Point School, Katol Road, Nagpur          |

### Semi Finals

Second Position at Pre-Finals Rs. 3,000/- each.

|   |   |
|---|---|
| 5 | Maharaja Sawai Man Singh Vidyalaya,<br>Sawai Ram Singh Road, Jaipur.                |
| 6 | Maharishi Vidya Mandir Public School, Barsajai, Bikash Nagar, Lalmati,<br>Guwahati. |
| 7 | Sunbeam School, Annapurna, Lahartara, Varanasi.                                     |
| 8 | D A V Public School, Cantt Road, Khagaul Campus, Patna.                             |

Third position at Pre-Finals Rs. 1,500/- each.

|    |   |
|----|---|
| 9  | Anand Vidya Vihar, Harinagar Society, Gotri Road, Vadodara. |
| 10 | Springdales School, Dhaula Kuan, Delhi.                     |
| 11 | Bhavan's Vidya Mandir, Elamakkara, Cochin.                  |
| 12 | Delhi Public School, Sector 45, Gurgaon.                    |

### **13. To report on the National Water Awards**

CBSE has been nominated as runner-up under 'Communication Strategy and Awareness Generation' for its nomination under 'Water Conservation and Sanitation: Communication Strategy and Action through Awareness Generation: National School Sanitation Initiative' and participation in the National Urban Water Awards 2010

**14. 18<sup>th</sup> All India Essay Competition on Road Safety and 13<sup>th</sup> All India Essay Competition on Vehicular Pollution:**

The 18<sup>th</sup> All India Essay Competition on Road Safety and 13<sup>th</sup> All India Essay Competition on Vehicular Pollution were organized by CBSE under the aegis of the Ministry of Shipping Road Transport and Highways, Govt. of India (Road Safety Cell), New Delhi for school children studying in classes VIII to XII in the first/second week of Dec 2010 in all the CBSE affiliated schools spread all over India in English as well as in all the languages included in the VIII schedule of the constitution of India. A circular giving guidelines to schools & regional offices was printed bilingually in English and Hindi and sent to all the 10000 (approx) schools affiliated to CBSE in India through CBSE Regional Offices in the month of Nov 2010. About 1,50,000 students from 10000 schools (approximately) participated in 19 languages in both the Essay competitions.

First level evaluation was conducted at CBSE Regional offices at Allahabad, Ajmer, Chennai, Delhi, Panchkula, Guwahati, Bhubaneswar and Patna. After completion of first level evaluation region wise, top ten answer scripts in each language were taken for second evaluation from each region for evaluation at national/final level (at CBSE Head Quarter Delhi). After completion of final/national/second evaluation at CBSE, HQ, New Delhi, result was submitted to the Transport Ministry for approval (May 2011).

**15. Painting Competition on Energy Conservation 2011 – Organised by Bureau of Energy Efficiency and Ministry of Power (Government of India)**

A circular regarding painting competition on Energy Conservation 2011 was sent to all the schools affiliated to CBSE in the month of Aug 2011 and the said competition was organised in almost all the schools and selected paintings from the schools were sent directly to Bureau of Energy Efficiency and Ministry of Power (Government of India) New Delhi as desired for necessary action as per the received information

### **SECTION III: CURRENT AGENDA ITEMS**

#### **Agenda Item 1:**

**To confirm the minutes of the meeting held on 17th June, 2011**

The minutes of the last meeting were circulated and no comments were received by the members. Hence it was resolved that the minutes of the above meeting may be confirmed.

#### **Agenda Item 2:**

**To report on action taken on the minutes of the meeting held on 17th June, 2011.**

The Action taken report was received by the members of the Curriculum Committee

#### **Agenda Item 3:**

**To report major activities conducted since the last Curriculum Committee Meeting.**

The members placed on record their appreciation for the major activities conducted by CBSE. Thereafter the members were invited for their comments.

**Dr. Lata Vaidyanathan** asked regarding CCE training of teachers at upper primary level. To this, the Chairman, CBSE replied that the teachers trained at secondary level should train the upper primary teachers of their schools.

She also suggested that the co-scholastic grades in sports need to be more specific to identify national and international level player students from those playing at inter school level.

Regarding analysis of evidences of assessments received, **Dr. Lata Vaidyanathan** expressed her view that the feed back of evidence of assessment received must be shared with the schools for bringing improvement in their CCE system. She further added that CCE should be given 2-3 years to stabilize.

Regarding conduct of summative examinations, Terms I and II by the schools for students of classes IX and X studying in secondary/senior secondary schools, the Chairman further informed that 70% of the schools use the question papers sent by the Board. The rate is expected to go down as teachers gain confidence in developing good question papers. It was suggested that the NCERT help be solicited by the Board in training the teachers on development of question papers.

**Prof. Ramesh Pal** enquired about the possibility of introducing Aptitude test in class XII for entry into sports. The Chairman, CBSE replied that Govt. of India is considering conduct of Aptitude test in class XII for entry into professional institutes as an additional input to decide about the career of students. But this requires appropriate interpretation of results which necessitates intensive teacher training.

Regarding CTET Examinations, it was suggested that question papers from states such as Rajasthan, Orissa and Uttar Pradesh which have conducted similar examination be obtained for analyzing them.

**Prof. Om Vikas** suggested that Science content be reduced in Vocational courses introduced by Board under NVEQF.

**Dr. Lata Vaidyanathan** expressed her concern about specially abled children who move from class X to class XI and face problems in continuing in that Class ( initiatives taken by the Board for mainstreaming). She enquired about the such students in senior secondary classes, especially class XI, **Shri Vineet Joshi, Chairman, CBSE** replied that every child be given opportunity to do what s/he wants in class XI. Since the examination pattern at senior school level has remained unchanged, such students be encouraged to take up subjects in which they feel comfortable. He urged the schools not to deny admissions to such students.

**Prof. Kapil Kapoor** suggested that parents be encouraged to guide students to take up subjects of their choice.

He further added that specially abled children should have the facility of parallel fully equipped classrooms and specially trained teachers.

**Mr. L.V. Sehgal** added that vocationalisation may offer certain courses suitable for such children, **Dr. Sadhana Parashar, Director Training** added that certain skill based subjects like Heritage Crafts may be offered for such students. Courses offered must have vertical mobility.

**Prof. Sreenivasa Murthi** was of the view that certain options within a subject suitable for specially abled children can also be provided.

**Dr. Anupa Siddhu** said that students know their abilities as well as limitations. In view of the inclusive education being an essential aspect of school education the schools be encouraged to take it up as a project, find out what works/does not work for such children, documents the process and guide them accordingly. A checklist of enabling environment be prepared.

**Prof. C.K. Saluja** suggested that a committee be constituted to develop strategy or policy involving the following persons:-

1. Dr. Mani
2. Prof. Veera Raghvan
3. Dr. Lata Vaidyanathan
4. Dr. Anupa Siddhu

While informing about Road Safety and Vehicular Pollution, Chairman, CBSE informed about the initiative being taken to integrate relevant content in the syllabi of different subjects like Social Science, Mathematics, Science, etc. at upper primary and

secondary levels. He invited suggestions from members on how to highlight it as a topic in the various syllabi and how to transact it in the classrooms.

The Curriculum Committee placed on record its appreciation for the various initiatives taken by the CBSE.

**Agenda Item: 4**

**To approve initiation of CBSE-i for Grades II, VI and X in the session 2011-2012 and in Grades III, VII and XI in 2012-2013**

The CBSE-i was launched in the year 2009-10 in Grades I and IX followed by Grades II, VI and X in 2011-2012 which will now be further extended to Grades III, VII and XI in the next session. The curriculum regarding this has been updated. The syllabus for Grade XI has been prepared in the following subjects.

1. Physics
2. Chemistry
3. Biology
4. Geography
5. Economics
6. English
7. Mathematics
8. Accountancy
9. Business Studies

The Curriculum Committee granted extension for the same.

**Agenda Item: 5**

**To approve the conduct of workshops for the Capacity Building of Teachers under CBSE-i.**

In order to orient teachers teaching in the schools offering CBSE-i, the Board plans to hold quarterly workshops so that all teachers can be covered in smaller groups. As of now the workshops were only held on an Annual basis.

The Curriculum Committee granted approval for the same.

**Agenda Item: 6**

**To approve the conduct of Performance Analysis Test in Verbal Ability, Science, Mathematics and Social Science for Grades IX & X in April 2012**

The Performance Analysis Test (PAT) which was piloted in grade IX of CBSE-i will now be extended to grade X in four subjects i.e. Verbal Ability, Science, Mathematics and

Social Science. It is an online test meant to test the higher order thinking skills of students. It is mandatory for all children to take the PAT though its scores will not be used for promotion. The Performance Analysis Test is in addition to the School Based Summative Assessment and Board Based Summative Assessment II for Grade X. The Curriculum Committee granted approval for the same.

#### **Agenda Item : 7**

##### **To approve the following initiatives under CBSE-i**

- (i) Conduct of training programmes, production of teachers manual and question banks for teachers.
- (ii) Development of CBSE-i( Hindi) curriculum.
- (iii) Setting up of schools as hub of excellence as per the following proposal:
  - a. Ms. Rajeswary Sambathrajan- Co-ordinator, HUB – *Primary* for classes I to V, CBSE-i.( Global Indian International School)
  - b. Ms Geetha Murli -Co-ordinator, HUB – *Science* for classes VI to X, CBSE-i.( Indian High School,Dubai)
  - c. Ms Papri Ghosh -Co-ordinator, HUB – *English* for classes VI to X, CBSE-i.( Indian School, Al Ghubra)
  - d. Ms Nitya Sundaram-Co-ordinator, HUB –*Social Studies* for classes VI to X, CBSE-i.(National Public School ,Singapore)

The Co-ordinators were appointed to answer the queries posted by teachers, parents and students of different schools affiliated to CBSE-i on the portal concerning their subjects, raise issues on the discussion forum on the portal to encourage the members to contribute their ideas and suggestions and suggest the ways through which they as a team may improve themselves and excel in the field of education as an international board.

- (iv) Bringing out Handbook for parents of CBSE-i
- (v) Extension of CBSE-i curriculum to classes XI and XII from next academic session i.e. 2012-2013 to maintain the continuity of CBSE-i Curriculum for students enrolled in class X this year.

The Curriculum Committee granted approval for the stated initiatives under CBSE-i.

#### **Agenda Item: 8**

##### **To approve the revision of the Curriculum Document for CBSE-i schools**

Keeping in view the feedback received from the stakeholders, it is also proposed to revise the Curriculum Document for CBSE-i schools.

**Prof. Hukum Singh** recommended that additional inputs for Science and Mathematics labs should be provided in the curriculum documents.

**Dr. Lata Vaidyanathan** extended the discussion further that the CBSE-International curriculum should have the scope of developing skills of future such as labs in communication skills, design skills and IT skills among students. Permission was granted for its revision.

**Agenda Item : 9**

**To approve the conduct of Board conducted SA-II for the schools affiliated to CBSE under CBSE-i.**

The Board had decided to conduct compulsory Board conducted examination 2012 in Class X for all its affiliated schools under CBSE-i. The schools have been informed about the Board Examination. Syllabi for SA-II Class X along with design of Question Paper and Sample Questions in the subjects of English, Mathematics, Science, Social Science, other languages and additional subjects.

The August House was informed that the question papers will be of 80 marks and of 3 hours duration. The Answer Scripts of the students will be evaluated by the schools themselves. The report card will reflect the assessment grades of the students in both Scholastic and Co-scholastic areas for Classes IX and X.

The Curriculum Committee granted approval for the same.

**Agenda Item : 10**

**To report the fee for Performance Analysis Test (PAT) to be conducted in Classes IX & X and for SA-II Board Conducted Examination 2012 for Class X for the schools affiliated to CBSE under CBSE-i.**

The Board proposes to conduct compulsory online Performance Analysis Test (PAT) in Classes IX & X for all the schools under CBSE-i pattern. A fee of Rs.2000/- per student for conduct of PAT in Class IX and Rs.7000/- per student as a consolidated fee for PAT and Board conducted SA II Examination for Class X is proposed to be charged. The proposed test will be conducted in the subjects of English, Mathematics, Science and Social Science.

The Board is receiving applications/requests from its affiliated schools in India and abroad regarding grant of International Curriculum (CBSE-i).

The report was considered.

**Agenda Item : 11**

**To approve the following items under Monitoring & Mentoring**

1. To continue the monitoring programs for the next year in the states of Kerala, Orissa and school affiliated to the board abroad

2. To approve the institution of CBSE Mentor Award to Principals for special contribution as a mentor for proper implementation of CCE

Looking into the growth in the number of independent schools from about 3300 in the year 2000 when the CBSE award to teachers was instituted and now when the number of these schools have increased to about 8500 and also the increased activities of the Board due to country wide training/workshops on Mentoring and Monitoring and for proper implementation of Continuous and Comprehensive Evaluation (CCE) in its affiliated schools, for increasing the number of Awards, the Board plans to recognise the services of those outstanding Principals who have been carrying out Mentoring exercise in the schools allotted to them for proper implementation of CCE.

For this purpose 1 to 5 awards will be given to the outstanding mentor(s) in each region depending upon the number of schools in particular region for special contribution towards implementation of CCE. The aspirant will be an outstanding Mentor, a Resource Person or a CCE advocate and in addition will fulfill the eligibility conditions for CBSE Mentors Award framed by a committee constituted by the Competent Authority, keeping in mind the sphere of work concerning Mentoring and Monitoring and eligibility conditions already in existence for CBSE award to teachers and outcome of analysis of Mentor reports.

This is in line with the announcement made by Hon'ble Minister MHRD to increase the number of awards to teachers and Principals, keeping in mind the increase in the number of schools affiliated with the Board.

The Curriculum Committee approved the stated items under monitoring and mentoring.

#### Agenda Item: 12

#### To approve the Empowerment Programmes for Principals:

The details of the various Empowerment programmes proposed are given below-

| S. No | Name of The Programme   | Organizing Institute      | Venue                                  | Date                     |
|-------|---|---------------------------|--|--------------------------|
| 1.    | "Strategic Management and Leadership Programme" (face to face course) (First) | IOE, University of London | Laxman Public School, Hauz Khas, Delhi | 23-27 January, 2012      |
| 2.    | "Leadership in Educational Administration" (Thirteenth)                       | NUEPA                     | NUEPA Campus                           | 30 Jan. to 03 Feb., 2012 |
| 3.    | "Effective School Management Training" (Fourth)                               | IIFT                      | to be proposed                         | 2-6 April, 2012          |
| 4.    | "Effective School Management Training" (Second)                               | CBSE                      | to be proposed                         | April-May 2012           |



The Curriculum Committee granted approval for the proposal.

**Agenda Item: 13**

**To approve the implementation of CCE by the agencies approved by CBSE and appointment of Observers**

The first phase of training is expected to be completed by March 2012. The agencies may be empanelled again on the basis of the reports sent by the Observers.

In the meantime an Expression of Interests may be floated again for the year Jan-Dec 2012, so that better talent can be attracted to CBSE

The Curriculum Committee approved implementation of CCE by agencies approved by CBSE and appointment of observers.

**Agenda Item: 14**

**To approve the Formative assessment trainings.**

The details of the Formative Assessment trainings proposed are-

| S.No | Venue  | Date              |
|------|--|-------------------|
| 1.   | Carmel Convent School,<br>Sector-9 B, Chandigarh UT-160017 | 17 December, 2011 |
| 2.   | Tiny Tots School, Civil Lines, Faizabad, UP                | 19 December, 2011 |

In addition to the above it is also proposed to organize four Formative Assessment trainings in a month.

The proposal was approved by the Curriculum Committee.

**Agenda item: 15**

**To approve the Feedback mechanism for CCE and Formative Assessment trainings**

The CCE Proforma is being filled by the participants regarding aforementioned trainings and they would be further analyzed to obtain their feedback.

The Curriculum Committee approved the feedback mechanism for CCE & for formative assessment.

**Agenda Item: 16**

**To approve the Induction workshops**

The details of the Induction workshops proposed are given below-

| S.No | Venue                      | Date              |
|------|----------------------------|-------------------|
| 1.   | Regional Office, Panchkula | 16 December, 2011 |

|    |  |                   |
|----|--|-------------------|
| 2. | Tiny Tots School Civil Lines Faizabad UP | 18 December, 2011 |
|----|--|-------------------|

In addition to the above it is also proposed to organize Induction workshops of newly affiliated schools in bunches as soon as they are affiliated.

The Curriculum Committee granted approval for the same.

**Agenda Item: 17**

**To approve the initiation of Centre for Assessment, Evaluation and Research.**

After following the due process, the Pearson Foundation' (the non- profit arm of the Pearson Group) was nominated to run the proposed Centre for Assessment, Evaluation and Research in collaboration with the CBSE. Prof. Jim Tognolini and Mr. Khozim Merchant will be coordinating the initial setup of the centre so that it is effective from April 1, 2012

The Centre will work in the following areas:

1. Strategic Management and Leadership Programmes for Principals
2. Capacity Building of teachers
3. Monitoring and Mentoring Programmes, Analysis of Reports
4. *CENBOSEC*- The quarterly journal of CBSE
5. Remediation Programmes for Inclusion
6. Career interest and personality assessments
7. Certification of vocational learning
8. Administration of Aptitude Test
9. Publication of Research Reports
10. Certification of teachers in CCE and Continuous Professional Development
11. E-pen marking of examination papers
12. Analysis of data of Class X and Class XII School Based Assessment as well as Board Based Assessments
13. Creation of Question Banks for Assessment 'for' Assessment
14. Creation of Structured Question Banks for Performance Analysis Test and for Summative Assessments
15. Facilitating schools to build digital / traditional libraries with Longman, Penguin and Puffin books
16. Publication of Cenbosec and other journals for assessment and teacher education

## 17. Accreditation of schools

The Curriculum Committee granted approval for the same.

## Agenda Item: 18

### **To approve the setting up of National School Sanitation and Knowledge Development cell at CBSE, New Delhi**

Under the **National School Sanitation Initiative (NSSI)**, (launched on 27.04.10) it has been made mandatory for all schools to focus on the practical aspects of sanitation in its right perspective, laying emphasis on personal hygiene, proper sanitation, clean toilet habits, safe drinking water, separate toilets for the girl students, disposal of waste water, safe human excreta disposal, waste water recycling, waterless urinals, waste segregation and composting, food hygiene, biodynamic waste segregation, creation and conservation of green spaces, etc.

Accordingly, **Online National School Sanitation Ratings** were instituted on 7<sup>th</sup> July, 2011 with the purpose of recognizing those schools who are taking significant steps towards effective sanitation and improvement in service delivery leading to the desired behavioural and attitudinal changes towards hygiene & sanitation.

It has also been decided to institute **National School Sanitation Awards** on annual basis for those schools which have been rated online for sanitation and have taken noteworthy steps towards betterment of the sanitation scenario in their schools in varied ways.

CBSE and GIZ have agreed on joint activities in order to achieve the above mentioned goals by contributing to a **National School Sanitation and Knowledge Development Cell** placed at CBSE office in New Delhi.

### **Objectives of the National School Sanitation and Knowledge Development Cell:**

- Support CBSE in the operationalising of the National School Sanitation Initiative especially registration of the schools for National School Sanitation Ratings.
- Management of the website ([www.schoolsanitation.com](http://www.schoolsanitation.com)) and of the proposed pay portal
- Propagation and management of National School Sanitation Initiative (NSSI)
- Development of recommendations for improvement of the automated ratings
- Popularisation of innovations in sanitation among the schools
- Baseline data management
- Technical advice for infrastructure and services,
- **Training and capacity building measures (including online certification and capacity enhancement courses and SuSanEx. programme) for students, school teachers and relevant school staff.**

- Technical interventions (e.g., development of zero discharge campuses, rain water harvesting, water saving urinals, etc),
- **Monitoring and evaluation of the activities, awards, documentation and publication**
- International cooperation and globalisation,
- Publication of Newsletter/ News Magazine,
- Support for drafting of the circulars.

**Role and contribution of CBSE:**

- Support in the implementation of National School Sanitation Initiative, NSSI
- Provision of space and general office equipment for at least 2 persons within CBSE to begin with.
- Nomination of at least 2 staff/ consultant(s) to support the CBSE- GIZ National Sanitation and Knowledge Development Cell to begin with.
- Issuance of relevant circulars as and when required.
- Support gradual capacity development of CBSE staff in the field of school sanitation.
- Assure and administratively support financial sustainability of the initiative through mandatory registration with payment and/or other suitable modes.
- Support periodic monitoring of the reported sanitation standards on website.
- Support baseline data and consequent monitoring of results.
- Support GIZ activities in schools in selected cities as and when required and as deemed appropriate.
- Advice on reforms in sanitation practices and their evaluation.
- Support in documentation and publication.

**Role and contribution of GIZ:**

- Support and assistance in the implementation of NSSI.
- Provision of national expert(s) for the proposed CBSE-GIZ cell for at least one year.
- Capacity development of CBSE staff in the field of schools sanitation.
- Provision of international and national technical expertise about various technical options for sanitation focussing on low cost solutions.

- Support awareness raising and knowledge management through various modes, e.g. coordination, networking, awards and promotion of public private partnerships.
- Integration of the NSSI activities with selected GIZ supported cities and states.
- Provision of technical expertise through GIZ till financial sustainability of the NSSI is attained in near future.

#### **Agenda Item: 19**

##### **To approve conduct of training programmes for Physical Education Cards and Special Physical Education Cards at the Primary and Upper Primary level.**

**Dr. Lata Vaidyanathan** requested the Board to develop Physical Education cards at secondary level. It was pointed out and appreciated by all that for developing a healthy life style and exposure to sun light, sports as a discipline must be promoted among school children.

According to **Prof. M. Chaudhary**, sports need to be monitored and outdoor sports be emphasized in schools. **Prof. Ramesh Pal** said that excellence in sports is a bye product of good physical and health education in schools. Every child be exposed to physical education. He emphasized a proper evaluation in Physical & Health Education.

**Prof. Hukum Singh** further added that schools should have proper teachers, play grounds and equipments as laid down in NCF document also. **Mr. Vineet Joshi**, Chairman, CBSE concluded that with accreditation, use of grants and sports period to games outside classroom will be better monitored.

#### **Agenda Item: 20**

##### **To approve the access of the CBSE Academic Unit and CBSE-i and various members of the committees to online resources through CBSE Library.**

The CBSE has a library which caters to the employees of CBSE at present. With the expansive projects taken up by the CBSE-i in terms of creativity, innovation and prestige, it is essential that the Board expands the library by connecting it to universities and central libraries for accessing online resources available on the pattern of Developing Library Network (DELNET), JNU. This will help the academic unit to cope with the enormous demands being faced in the projects such as CBSE-i and CTET.

The proposal to start such networking of other libraries with the CBSE library was approved by the Curriculum Committee.

#### **Agenda Item: 21**

##### **To approve the conduct of the CBSE Performing Arts Competition**

The CBSE is already conducting activities such as Olympiads in the field of informatics and mathematics, Heritage India Quiz and Essay competition on Road Safety for the schools affiliated to it. It was proposed that the CBSE may also provide independent

schools a platform by organizing Performing Arts Competition at two levels viz. cluster level and national level Competition in 2 groups: Junior (classes VI-VIII) and Senior (classes IX-XII). Prof. Hukum Singh requested to widen the scope of competition to include Heritage Arts and Crafts.

Curriculum Committee granted approval for the proposal.

**Agenda Item: 22**

**To approve the Industry Interface' Session for the students of Mass Media Studies (Elective)**

An Academic Elective Mass Media Studies for the students of classes XI and XII was introduced from the academic year 2010-11 to tap the growing opportunities in the field of Mass Media and Film. The students studying this elective are required to learn the concepts of the Mass Media through acquisition of relevant skills by undergoing an intensive training/apprenticeship at an institution which has been approved by CBSE. The training will also have a component of project work which will be assessed by the examiners of the institution. Following is the tentative schedule of the 5 day programme in January /February 2011

| Topic/Activity   | No. of Days |
|--|-------------|
| Review of the films that the students have made as part of their curriculum  | 0.5 days    |
| Classroom interaction (Direction, Cinematography, Editing, Producing, Sound Design, FA, IALC and Production Design inputs)       | 1.5 days    |
| Visits to Editing, Sound Design rooms, Shoot, Radio Station, TV Studio or multicam shoot, Newsroom etc.                          | 2.0 days    |
| Overview of the Media, Entertainment & Communication industry with respect to vertical mobility for the students after grade XII | 0.5 days    |
| Session on the various courses WWI offers, what the student studies in them  | 0.5 days    |

The proposal to conduct this practical training at Whistling Woods Institute, Mumbai was approved by the Curriculum Committee.

**Agenda Item: 23**

**To report on strengthening of Sahodaya network**

The sahodaya network of all schools now has its own websites ([www.sahodayaschools.org](http://www.sahodayaschools.org)) and as many as 100 Sahodaya School complexes have been added to this network. Each Sahodaya School Complex has the websites of all members' schools hyperlinked. The Chairman, CBSE urged the representatives from Kendriya Vidyalayas, Directorate of Education and JNVs also to become part of this network and share the issues.

**Agenda Item: 24**

**To approve the draft proposal for introducing an optional elective on 'Intellectual Traditions of India' in the classes XI and XII from the academic session 2012-2013**

A committee comprising of following Professors met and placed the proposal for the introduction of above course

| S. No. | Name                              | Designation  |
|--------|-----------------------------------|--|
| 1      | Professor Jagbir Singh            | Former Head Department of Punjabi Delhi University   |
| 2      | Professor A.K.Singh               | Former Vice-Chancellor Ambedkar University Ahmedabad, Professor of Translation and Director School of Translation, IGNOU, New Delhi. |
| 3      | Sri Michel Danino (Science)       | Convener, International Forum for Indian Heritage, Coimbatore, Guest Professor, IIT Gandhinagar                                      |
| 4      | Dr. Ram Manohar (Ayurveda)        | Director of Research, Ayurveda Trust, Coimbatore   |
| 5      | Dr. Moorthy (Sanskrit/Philosophy) | Head, Department of Sanskrit, MES College, Bangaluru   |
| 6      | Professor Girishwar Mishra        | Centre for Policy Research, 27, Rajasekharan Street, Mylapore, Chennai - 600004  |
| 7      | Professor Chand Kiran Saluja      | Head, Sanskrit Department, Central Institute of Education, University of Delhi   |
| 8      | Prof. Kapil Kapoor                | Former Pro Vice Chancellor, JNU  |

The proposal was welcomed by all. However, the following suggestions were offered by the members:-

- (I) **Prof. Chaudhary** suggested that course should be titled Intellectual Traditions and Instangible practices to incorporate sociology of Intellectual traditions and practices. The course should reflect dynamism by bringing forth contemporary issues. She also suggested to include the discipline & Physics.
- (II) **Prof. Om Vikas** suggested that the course should also focus on Art and Crafts, Philosophy, Mathematics and Language, etc.
- (III) **Mr. Dinesh Kumar** informed that CSIR has already dititalised good material and NCERT has also developed CDs on major heritage sites across the country. There were suggestions to refer material available in Himalyan Resource Centre in Dehradun. The Chairman, CBSE said that all such CDs and relevant materials should be passed over to Education Officer (Com) and Consultant Mrs Neelima Sharma for sharing with the committee members.

(IV) **Prof. Bhatt** said that oral Intellectual traditions should not be overlooked. There should be proper scheme or logical development of traditions in the syllabus.

**Prof. S.R. Bhatt** has also through mail added that

1. Indian knowledge traditions have been both oral and textual. In the beginning they were only oral and substantial part of them has fallen in oblivion, but later on a large part of it got codified in texts. For example, the Vedic Samhitas, the Jaina Agams, the Buddhavacanas were initially oral only. Strong oral traditions still continue in all parts of the country. So, it will be desirable to make a reference to it in the Overview / Prologue / Introduction.
2. Indian knowledge traditions are both intuitive and intellectual. All spiritual realizations are intuitive and it has been categorically and vehemently stated that they are beyond the ken of intellect. The *pratihya jnana* is intuitive and it forms the base of all fine arts. Therefore a discussion of this mode is worthwhile.
3. Indian intellectual traditions are also quite wide and varied. They are available in classical as well as modern Indian languages. So a judicious selection is needed to avoid lopsidedness.
4. Important omissions in the proposed proposal are as follows :
  - i) Without inclusion of Vedas, Upanisads, and Gita it will make an abrupt beginning.
  - ii) Physics and Astro-physics need separate treatment. They may not fall under Cosmology or Astrology. Expert opinion may be sought.
  - iii) Vedanta and Buddhism are significant and known contributions to world philosophy and culture. They must find a place.
  - iv) Under poetry, Ramacharitamanas of Tulsidas should be considered as it has wide spread influence on Indians in India and outside.
  - v) Among musicians some more well known and important names have been left out. There has to be an objective criterion of selection.
  - vi) In the list of Fine Arts 'Painting' is missing.
5. There are overlappings in (i) and (ii).
6. X(F) can be put under XI.



7. Under Logic 'Alambanapariksa' of Dinnaga is mentioned. It is a small tract of 9 verses dealing with defense of Idealism. It is not a work on logic. Instead "Pramanasamuccaya" should be considered. Another text is "Nyayapravasa". I have published the text with translation and explanatory notes with introduction (Published by Greenwood Press, Connecticut, USA). The other well known text is "Nyayabindu" of Dharmakirti which is translated by Th. Stcherbatsky long back. Secondary, there are two texts mentioned from Gotamiya Nyaya. Instead of "Nyayamanjari" we can consider "Vedantaparibhasa" of Dharmaraja which gives an alternative system of Logic. This is to avoid lopsidedness and overlapping.
8. The syllabus has to be representative of important traditions with a sound criterion of selection and classified arrangement of topics. The list of suggested readings has to be representative of the contents of the syllabus and suitable to the levels of classes XI and XII. The present list is highly unsatisfactory.

**Prof. Kapil Kapoor** concluded that a survey from experts across the country on the proposed course will be conducted and that the committee to develop the materials will be formed. He assured the August House that all suggestions will be seriously considered at the time of material development.

#### Agenda Item: 25

#### To approve the conduct of a Pilot of Accreditation of Schools by Agencies empanelled by CBSE

The School Quality Assessment and Accreditation as an initiative is meant to provide global parameters of assessment as standards in schools affiliated to the Board. The major objectives of accreditation are: Reflection and introspection by the school, qualitative enhancements on the areas recommended and social accountability.

The Seven Domains of Assessment identified by CBSE and the weightage assigned to each are given below :

|    | Domain  | Weightage |
|----|---|-----------|
| 1. | Academic Processes and Products   | 25%       |
| 2. | Co-scholastics Processes and Products   | 15%       |
| 3. | Infrastructure-Adequacy, Functionality & Aesthetics<br>(*for residential school, the hostel facilities, services, catering, posting of warden etc. be included) | 15%       |
| 4. | Human Resources   | 10%       |
| 5. | Management & Administration   | 10%       |
| 6. | Leadership  | 13%       |

**The following instruments will be used:**

1. School Quality Assessment and Accreditation Form
2. Leadership Scale
3. CBSE SQAA Safety Checklist
4. Domains and Sub-domes of Quality Assurance
5. School Quality Assessment and Accreditation Checklist
6. Opinionnaire for Students
7. Opinionnaire for Teachers
8. Opinionnaire for Parents
9. Opinionnaire for Non-teaching staff
10. Score Card

The feel trialing of the above instruments is under processes and the feedback received from schools will be used to further validate these instruments. The Manuals and Instruments will be soon available in the public domains on the CBSE website ([www.cbse.nic.in](http://www.cbse.nic.in)).

The Curriculum Committee granted approval for the same.

**Agenda Item: 26**

**To approve organization of International Life Skills, School Health & Wellbeing Summit 2012 in collaboration with Expressions India for students and teachers of CBSE- national and CBSE-International.**

In the wake of National Health Policy-1983, and National Policy on Education 1986(Revised -1992) ,the Central Board of Secondary Education introduced Life Skills Education as a unique activity based course. Life Skills are abilities for adaptive and positive behaviour that enable individuals to deal effectively with the demands and challenges of everyday life. Life skills are abilities that facilitate the physical, mental and emotional well-being of an individual (WHO).

As part of this initiative the Board has been creating awareness and building a perspective on Life Skills Development through its empowerment programs for Principals, Counsellors, Teachers and Adolescent students. The CBSE has brought out the four documents under Life Skills Education which have been revised in the year 2009-10

The 'Expressions India', a well known NGO in the field of Life Skills Education and School Health Programmes approached the CBSE to organize International Life Skills, School Health & Wellbeing Summit at New Delhi. The conference is likely to be held in the month of April 2012for CBSE national separately for CBSE-i in the month of February/March. The Conference will focus on the following issues:

- I. Understanding, concept, needs and trends of School Health and Life Skills Education- national, global perspectives and research.
- II. A school safety, sanitation, nutrition, hygiene and health checkup program that is integrated within the comprehensive school health education curriculum and life skills programming. Focus will be on good practices in assessment and continuous evaluation of skill based co-Scholastic development.
- III. Integrated community involvement activities that are designed to engage parents and families as active participants in their children's Health and Wellbeing. A staff health promotion policy is inclusive here in life skills & health promotion.
- IV. A sequential health and life skills education curriculum from kindergarten through twelfth grade that imparts knowledge, sensory-motor skills and positive attitudes, promoting participation in sports and games and positive adaptive behaviours.

The three day Conference will be attended by around 100 teachers and students on each day.

The Curriculum Committee approved the same.

#### **Agenda Item : 27**

**To consider introduction of a Pilot Project on Vocational Courses (Design Fundamental, Retail, Business and Vocational Teacher Education) in collaboration with the Central Institute of Technology, Western Australia**

The Central Board of Secondary Education has been making efforts to facilitate the reform in vocational education by bringing in effective vocational programs and vocational skill recognition methods. The Board intends to implement capacity building of vocational education and training among students and teachers; and promote and deliver appropriate vocational training courses for a highly skilled employable workforce required for the economic development of India.

In this connection, the Board has been approached by the Central Institute of Technology, Australia, a registered vocational education institution under the Department of Training and Workforce Development, Government of Western Australia, to collaborate with the CBSE in the field of vocational education. The institute brings strength in curriculum design, state of the art delivery and extensive international experience in vocational education and training to individuals and industry alike in Australia. The institute offers first stage two years courses in Design Fundamental; Retail Business; at classes XI & XII level and also offers a course for Vocational Education Teachers.

The Board may like to sign a detailed MoU with the institute in this connection to move further to establish a framework for future cooperation.

The proposal was granted approval by the Curriculum Committee.

**Agenda Item : 28**

**To approve Analysis of various Reports related to CCE, M&M, etc.**

The Board has been undertaking important initiatives such as CCE, Monitoring & Mentoring, Verification of Evidences of assessments, CBSE-i and Capacity Building Workshops for Principals/Teachers. In order to effectively analyse the performance of these projects for further optimisation, it is proposed that detailed reports of the events undertaken may be prepared and analysed.

The Curriculum Committee granted approval.

**Agenda item no: 29**

**To approve the revamping of the English Core Course for Classes XI & XII**

A meeting of the practising teachers of school was held to take the feedback on the course at grass root level of the class. These teachers belonged to various organisations like DAV, KVS, Directorate of Education, and JNV etc.

1. The recommendations of this committee in respect of deleting some chapters from the English Core Books prescribed by NCERT was approved by the Committee of Courses in a meeting held on 16<sup>th</sup> December, 2011
2. The second recommendation regarding the introduction of a long reading text at senior secondary level and secondary level has been approved by the Committee of Courses.
3. The third recommendation by the committee of teacher regarding formal testing of conversation skills (listening and speaking) has also been approved by the Committee of Courses at 10<sup>th</sup> class and 12<sup>th</sup> class level. Internal testing of conversation skills is already been done at 9<sup>th</sup> class level.
4. The Committee of Courses is of view that deletion of the lessons may be done after receiving the substantial feedback from teachers and students. It is informed to the Curriculum Committee that the notification regarding the feedback has already been uploaded.

The proposal to carry out above mentioned modifications is brought before the august house for approval

**Agenda Item: 30**

**Updating the Curriculum for Board Exam 2014.**

The annual feature of updating the curriculum was completed for printing the curriculum document 2014. for classes IX to XII vol. I, II & III. Some of the major changes in the process consist of:

- Changes effected in syllabi of regional language in consonance with the respective state board syllabi wherever applicable.

- Examination structure and Syllabus for I and II term for the academic year 2012-13 for classes IX & XI and classes X & XII for the academic year 2013-14 in all languages and subjects were prepared for printing of curriculum document 2014 for both Sec & Sr. Secondary level.

#### **Agenda Item : 31**

#### **To approve the omission of Portuguese Language from the Scheme of studies of the Board w.e.f. 2012-13**

In the last meeting of the course committee of Portuguese it was brought to the notice of the members that the enrollment of students in Portuguese has been consistently nil for the last ten years. There were only two candidates, one in 2002 and one in 2008 in this subject in the last ten years. Members deliberated over this issue and felt that the precious time and efforts of the committee members as well as of CBSE that go into updating and developing curriculum and Sample Question Papers each year have simply been going in vain for years as nobody uses these documents for almost a decade. Members therefore recommended that the CBSE may stop offering Portuguese by following proper procedure required for doing so. If the Curriculum Committee of the Board approves, the language can be excluded from the list of the subjects offered in the scheme of studies and a notification may be issued in this regard. The Committee also proposed that if the demand for the study of Portuguese emerges in future and if there will be sufficient number of students willing to study the same, the language can be restarted by the CBSE.

The above proposal was approved by the Curriculum Committee..

#### **Agenda Item: 32**

#### **To consider automation and generation of Question Papers for Summative Assessments 1 and 2.**

Central Board of Secondary Education is providing Question Paper Bank to the affiliated schools for conducting the Summative Assessment-I & II. From SA-II, March-2012 onwards, a new system of automated generation and delivery of question papers is being envisaged for all the affiliated schools. Question banks will be developed in the subjects of Hindi-A, Hindi-B, Eng. (Com.), Eng. (L&L), Sanskrit, Social Studies, Science and Mathematics. Via the system of online generation and delivery of question papers, the schools will be allowed to register themselves on the Web portal and at the time of Examination they will be able to generate the question papers and download the same for administering to the examinees. The question papers will be generated from the available question bank kept in a convenient and suitable form on the web server.

Tender has already been floated for this work by CBSE and the Technical expert committee is in the process of analyzing the technical and financial bids received from the companies.

The Curriculum Committee considered the same.

**Agenda Item: 33**

**To approve introduction of Mathematics Lab at Senior School Stage**

It is well known that abstract mathematical concepts evolve from the concrete concepts and these in turn come from the direct personal experiences. These experiences can be gained by doing activities in mathematics for which a mathematics laboratory is required.

The initiative taken by CBSE by directing their schools to set up Maths Lab and giving weightage for evaluation at Secondary Stage is really appreciable.

These efforts need to be extended further for Senior School Stage. The 'Hands On, Minds On', experiences through Mathematics Laboratory will strengthen students' conceptual understanding of concepts in Mathematics that now gain more abstraction at this stage.

In this context it is worth mentioning that NCERT has developed a Laboratory Manual in Mathematics at Senior School Stage, which contains sufficient number of activities and projects along with scheme of evaluation.

Commending the efforts, **Prof Hukum Singh** informed the house that 90% schools have Mathematics Lab in place. **Mr. L. V. Sehgal** considered the task of teacher training on use of Math's Lab as challenging. **Prof. Ramesh Pal** opined that Math's Lab should not become like a traditional Lab. The students must be encouraged to design and carry out their own experiments. **Prof. Hukum Singh** suggested that weightage be given to Lab Work in the Assessment Pattern at senior school stage. **Prof. Om Vikas** appreciated the move and informed that a number of experiments can be designed in Math's Lab to be discussed in classrooms. Math's Lab must be integrated into pedagogy to improve thinking capabilities and analytical skills among students.

**Mr. Vineet Joshi** said that a committee must be formed to look into all these aspects.

**Agenda Item: 34**

**To consider the request of Dayal Bagh Education Institute (Deemed University), Dayal bagh, Agra to grant equivalence with CBSE courses for its Courses offered at High School and Intermediate level under the academic & administrative centre of Dayal Bagh Education Institute.**

Dayal Bagh Education Institute, Agra is a deemed university whose High School and Intermediate examinations conducted for the students enrolled at all the DEI colleges/school are duly recognized by the Association of Indian Universities (AIU) New Delhi - 2. As per the recognition letter dated 18/1/1996 issued by AIU, the intermediate examinations of DEI are treated at par with the 12 years senior secondary examination of the CBSE/other secondary boards of the country.

With the purpose to examine and grant equivalence to its courses at high school & intermediate level with those of CBSE, the meetings of the subjects experts in following subjects were organized by the Board:

Physics, Chemistry, Mathematics, Home Science, Hindi, Business Studies, Accountancy and Economics.

The general observations of the Subject experts have been as follows:

- a. The syllabi are more or less at par with those of CBSE notwithstanding the fact that some topics of CBSE syllabi are not covered or some additional topics are included therein. Some topics have been covered but the under different titles.
- b. The Dayal Bagh Institute, Agra is following semester system up to Class XII where as CBSE is following Continuous and Comprehensive evaluation up to Class X
- c. The syllabus of Dayal Bagh Institute does not give unit wise weightages of marks as given by CBSE.

In the light of the above observations, it was proposed that the above syllabi of Dayal Bagh Education Institute may be considered at par with the corresponding CBSE courses at senior school level and accordingly letter of equivalence may kindly be issued to Dayal Bagh Education Institute, Dayal Bagh Agra.

The Curriculum Committee granted approval for the same.

#### **Agenda Item: 35**

**To approve signing of Memorandum of Understanding (MOU) between AETN18 and CBSE for promoting education and conservation of monuments.**

AETN18 Media Pvt. Ltd. is the company which has launched recently the History Channel in India with the aim to provide rich content in the factual entertainment genre. Recently an MOU was signed between AETN18 and CBSE to give wide media coverage to its campaign to preserve and protect heritage monuments in the country for promoting education as well as other school activities related to education, information, etc. with the purpose to increase awareness among schools and reach out to a wider audience.

The association between the two was formally launched on the National Finals event of the CBSE-Heritage India Quiz 2011 held at India Islamic Cultural Centre on 09/12/2011.

The Committee granted approval for the same.

#### **Agenda Item: 36**

**To approve the Board's initiatives in promoting Heritage Education Programme in schools.**

With the purpose to help schools understand the state of heritage education in their schools and facilitate them in starting heritage programmes in schools, the Board recently launched several programmes to promote heritage education in schools including the celebration of World Heritage Day, Adopt-a-Monument programme and functioning of Heritage School Clubs. The Board firmly believes that heritage education is important for the following reasons:

- To bring history and the social science curriculum alive for the students through active learning and doing.
- To promote awareness of and involvement in heritage to inculcate a respect for diversity, tolerance, mutual understanding, patience and promote peaceful co-existence in school children.
- To inspire young children and encourage them to build a future through an understanding of the past and the present.
- To equip children to understand and explore their local heritage and gain a confident sense of self.
- To encourage children to learn about national heritage as well as gain exposure to different heritages around the country.

CBSE recently met with the Sahapedia team in New Delhi to discuss ways to popularize heritage education in schools nation-wide. Sahapedia is an online encyclopedia on Indian culture and heritage whose main goal is to serve an educational resource for school students and researchers. In particular, Sahapedia is in the process of developing modules for heritage education for school teachers that include learning modules/heritage workbooks, heritage walks and heritage clubs. With the purpose to help the schools to understand the state of heritage education in their schools and the kinds of help they may need to start a programme, the Board issued a Circular No. /11 dated Oct, 2011 along with a Questionnaire.

The responses received from 216 schools were analyzed and strategies were evolved based on the feedback received, such as:

- (i) Creation of an Interactive, **microsite on heritage education** on the CBSE website which would include sections for teachers and students and include activities, information and resources for heritage education. The site should allow schools to share their ideas and activities related to heritage education and provide a discussion forum for teachers to ask questions and share information. It would include a teacher education component - both for in-service teachers and for teacher educators. While one part of the site would contain heritage education goals and philosophy, the site could be divided into different cities/regions with suggested activities and sample plans for different places – for instance, heritage walks, calendar of events, etc. The site could also have a database of heritage-related films by NFDC, Doordarshan, etc to make them accessible to schools.
- (ii) In order to enrich learning, heritage education modules related to NCERT curriculum for various classes at upper primary and secondary levels would be developed. The schools would be encouraged to identify and involve children in exercises around local heritage - possibly including documentation

The Curriculum Committee granted approval for the same.



**Agenda Item: 37**

To approve development of a manual by CBSE based on the Curriculum framework for Value Development to facilitate implementation of the same at different levels of School Education.

The NCERT had developed Curricular framework for Value Education containing strategies/approaches and fundamental guidelines for implementation of value education in the schools. The document was also shared and discussed with some schools affiliated to CBSE.

In the meeting held by JS (SE-II), MHRD, Govt of India, on 29<sup>th</sup> November, 2011 with the representatives of NCERT and CBSE, it was observed that with the purpose to integrate Value Education in Schools at different levels, important values could be identified based on which values be imparted while teaching different subjects in Class rooms. For this purpose, there was a need to develop manuals which would integrate value education with the syllabus in each class and indicate specific activities to be undertaken.

It was decided that CBSE would prepare Teaching Manuals in three volumes for Principals, Teachers of secondary classes and primary classes.

The Curriculum Committee granted approval for the same.

**Agenda Item: 38**

To approve Introduction of Vocational courses in Information Technology & Automobile sectors under NVEQF National Vocational Educational Qualification Framework) at level 1 (equivalent to Class IX)

Central Board of Secondary Education (CBSE), keeping in view the acute shortage of trained professionals and development of employability skills among the students, has been offering a number of courses under vocational Education at Senior Secondary level. In recent years, the CBSE has started collaborating with various industries/institutions for introducing competency based courses relevant for job prospects. In this context the Ministry of Human Resource Development has decided to launch NVEQF (National Vocational Education Qualification Framework) The following new Vocational courses are to be introduced at Level 1 (Class IX) on pilot basis.

1. Information Technology
2. Automobile Technology

The courses modules based on credit based learning are being designed to develop the skills, knowledge and understanding required to enable progression to and from qualifications along the vertical and horizontal planes in the National Vocational Education Qualifications Framework (NVEQF).

Prof. Om Vikas suggested reducing Science content from Vocational Courses to make them more students friendly.

The Curriculum Committee granted approval for its introduction.

### Agenda Item 39

**To consider introduction of Law as an elective subject at senior school level from the academic session beginning 1<sup>st</sup> April 2012 of class XI.**

Law is a subject which has been traditionally taught in Universities for almost eight centuries. Learning law outside the settings of a professional law school has a number of perceived benefits and equally good number of disadvantages. Some familiarity with law enhances one's understanding of public affairs and an awareness of one's entitlements and duties as a citizen. It may also be helpful in eliminating some of the mistaken notions about law and some of the inveterate prejudices about law, lawyers and the legal system as such. Another advantage is that an understanding of law can undoubtedly encourage talented students to pursue a career in law—an objective which is laudable in its own right.

The pitfalls of learning law outside the settings of a professional school are rooted in two key assumptions: (1) law is too vast and complicated to be taught in a non-professional setting; (2) the lack of professional trainers and experienced teachers could lead to incorrect appreciation and understanding of law. If an understanding of law is misformed or ill-formed—as some academicians think—it may require greater efforts to unlearn whatever was learnt earlier. Both these criticisms have attracted detailed scrutiny, but at least a few countries have introduced law at the High School level. England is one such example.

The debate whether or not law should be introduced in schools is unlikely to be settled soon. The experience of countries that have introduced law has been by and large optimistic. The Central Board of Secondary Education (CBSE) is currently seeking to introduce law at the Class XI level. The proposal is to introduce one module in Class XI and a second module in Class XII. The immediate focus needs to determine the scope and breadth of topics to be covered in the Class XI text book as the proposal is to introduce Law from the academic year 2012 onwards.

In light of the above, the objective for introducing law in the CBSE curriculum has to be properly spelt out. The objective will inform the content and structure of the curriculum.

#### **Objectives**

- The objective should be more broad-based; but not too ambitious. This course should not be broadly aimed at teaching key components of substantive law, although it can include the essential elements of certain substantive areas.
- The course should offer practical utility to the students
- The course should provide a background of the evolution of the Indian legal system. This segment should be short and concise and should focus on the applicability of justice, equity and good conscience and more importantly the development of Common Law system in India. The developments since 1857 and the setting up of the Charter High Courts in India and other political developments which led to the framing of the Indian Constitution should be covered under this topic. It is suggested that this course should be carefully

crafted to not to provide undue focus on the administration of justice during the British Empire. However, some familiarity with various systems of law such as Common Law, Civil Law, Hindu Law, Islamic Law etc., would be desirable.

- An understanding of the essential features of the Indian Constitution, including the role and importance of Fundamental Rights, Separation of Powers, Structure and operation of Courts, concept of precedent in judicial functioning, the process of legislation, basic principles of statutory interpretation, etc could be included as part of the first year course.
- The second component of the course can be more advanced. It can deal with principles of practical utility such as the concept of Rule of Law, principles of justice, differences between criminal and civil cases, the concept of crime and the fundamental theories of punishment, rights available to the accused at various stages of the criminal investigative process, or the key components of Human Rights, etc.
- Although substantive features of law are best left to be taught at professional law schools, three areas of law attract special focus: property, contract and tort. It is important to understand the fundamental concept and subject matter of property as well as to understand the rudimentary aspects of contract law such as formation of contract, terms and conditions, discharge, etc. The area of tort law is perhaps the most fascinating and enables students to form an understanding of rights and duties and various categories of liability principles which form the bedrock for an understanding of Law.

The Curriculum Committee considered the proposal and granted approval for its introduction.

After all the Agenda points were taken up, **Prof Kapil Kapoor** raised an issue relating to Academic reconstitution of the Board. He said that the Academic officers of the Board are designated as Education Officers and Assistant Education Officers who look into important aspects related to curriculum development, development of resource material for teachers, principals and parents, development of learning support materials for students, conduct of research studies, examinations and projects etc. In this process they have to communicate with senior professionals and University academics.

**Professor Kapoor** opined that the nomenclature of education officer tends to reflect an administrative rather than an academic view to the outside world, especially in the Academia. Hence he suggested that the CBSE may consider redesignating the profile of its Academic faculty and also modify its RRs which would suit the redesignated profiles. He proposed that the existing posts of AEO, EO, HOD and Director in the Academic Branch be redesignated as Assistant Professor, Associate Professor, and Professor respectively.

To this the Chairman replied that in the twelfth Plan, repositioning of educational boards is already taking into account the present work done by them. There is a need for redesignation of Education officers. He agreed that a Committee be appointed to go into details.

He also informed that separate Advisory Committees will be setup to advise the Board on issues related with Vocational and Examination Reforms including innovation and research, CBSE- International etc. The Controller of Examinations will be part of the Curriculum Committee. Similarly, HODs from Academic Department be part of the Examination Committee

The Meeting ended with a vote of thanks to the Chair and all those present in the meeting.

S/d  
VINEET JOSHI  
CHAIRMAN, CBSE

S/d  
N. NAGARAJU  
DIRECTOR (ACADEMIC)

S/d  
DR.SADHANA PARASHAR  
DIRECTOR (TRAINING)

MINUTES OF THE  
MEETING OF ADVISORY  
COMMITTEE (AIPMT)



18-01-2012

CENTRAL BOARD OF SECONDARY EDUCATION  
'SHIKSHA KENDRA' 2, COMMUNITY CENTRE,  
PREET VIHAR, DELHI-110 301

Minutes of the Meeting of the Advisory Committee of the All India Pre-Medical/Pre-Dental Entrance Examination held on 18<sup>th</sup> January, 2012 at 11.00 a.m. in the Conference Room of the CBSE, 2, Community Centre, Preet Vihar, Delhi-110 301.

**Present:**

1. **Shri Vineet Joshi, IAS**  
Chairman,  
Central Board of Secondary Education,  
Shiksha Kendra, 2, Community Centre,  
Preet Vihar, Delhi-110 301.
2. **Shri Dinesh Kumar,**  
Under Secretary,  
Ministry of Human Resource Development,  
Shastri Bhawan,  
New Delhi-110 001.
3. **Prof. Sanjay Srivastava,**  
Assistant Director General (ME),  
Directorate General of Health Services,  
Ministry of Health and Family Welfare,  
Nirman Bhawan,  
New Delhi-110 001.
4. **Dr. S. Mantha,**  
Consultant(Exam.),  
Medical Council of India,  
Plot No.14, Sector-08,  
Dwarka,  
New Delhi.
5. **Prof. (Dr.) K.K. Deepak,**  
Department of Physiology,  
All India Institute of Medical Sciences,  
2<sup>nd</sup> Floor, Ansari Nagar,  
New Delhi-110 -29

**In the Chair**

6. **Dr. N.T. Venkateshaiah,**  
1852, 6<sup>th</sup> Cross,  
"A" Main, D-Block,  
2<sup>nd</sup> Stage,  
Rajaji Nagar,  
Bangalore-560010.
7. **Dr. S. Rama Devi Pani,**  
Editor,  
Association of Indian Universities,  
AIU House, 16, Kotla Road,  
New Delhi.
8. **Shri M.C. Sharma,**  
Controller of Examination,  
Central Board of Secondary Education,  
Shiksha Kendra, 2, Community Centre,  
Preet Vihar, Delhi-110 301.

Convenor

Shri B.M. Gupta, Retd. HOD(IT), CBSE, Shri Joseph Emmanuel, Deputy Secretary, AIPMT, CBSE and Smt. S. Dharini Arun, Assistant Secretary (Legal) were also present in the meeting.

The Director, Directorate of Education, Old Secretariat, Delhi and Dean of Colleges, Delhi University, Delhi-110 007 could not attend the meeting due to their pre-occupation.

The Convenor of the Committee extended a very warm welcome to all the distinguished members of the Committee and has taken up the agenda items for consideration and deliberation of the Committee with the permission of the Chair.

**ITEM - I: TO CONFIRM THE MINUTES OF THE MEETING OF THE ADVISORY COMMITTEE HELD ON 23.09.2011**

The Minutes of the meeting of the Advisory Committee held on 23-09-2011 were circulated vide letter No.F.12/CBSE/AIPMT/2011 dated 02.11.2011 to all the members of the Committee for comments. The minutes were also placed before the meeting of the Governing Body of the Board held on 16<sup>th</sup> November, 2011 and the same has been approved. No comments were received from any of the members of the Advisory Committee.

The Committee after consideration resolved that the minutes of the meeting of the Committee held on 23.09.2011 be confirmed.

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**ITEM – II: TO REPORT THE FOLLOW UP ACTIONS TAKEN ON THE MINUTES OF THE LAST MEETING OF THE ADVISORY COMMITTEE HELD ON 23-09-2011.**

The Controller of Examinations submitted a report on the action taken on the minutes of the last meeting of the Advisory Committee as per details given below:

| ITEM NO.  | DETAILS OF THE ITEMS PLACED IN THE MEETING HELD ON 23.09.2011   | REMARKS  |
|-----------|---|--|
| Item-I    | To confirm the minutes of the meeting of the Advisory Committee held on 22.12.2010.   | No action is required.   |
| Item-II   | To receive a report on the follow up actions taken on the minutes of the last meeting of the Advisory Committee held on 22-12-2010  | No action is required.   |
| Item-III  | To report the developments taken after the last meeting of the Advisory Committee.  | No action is required.   |
| Item-IV   | Ratification of the decision taken by the Competent Authority of the Board to expand the Advisory Committee with the representation of the participating States                             | No action is required.   |
| Item-V    | To consider the requirements for the preparation of NEET-2012 from States/institutions  | No action is required.   |
| Item-VI   | To consider the Information Bulletin and Application Form and Schedule for NEET-2012  | No action is required.   |
| Item-VII  | To consider the appointment of Item Writers / Moderators and other supporting staff for NEET-2012   | No action is required.   |
| Item-VIII | To consider appointment of Co-ordinators / Observers and other supporting staff for NEET-2012   | No action is required.   |
| Item-IX   | To consider fixation of Examination Cities, Centres and appointment of Centre Superintendents for NEET-2012   | No action is required.   |
| Item-X    | To consider the decision to be taken by the Board in view of the conduct of NEET-2012.  | No action is required.   |
| Item-XI   | To consider the implementation of notification of benefits to registered Overseas Citizens of India (OCIS) under section 7(b)(1) of Citizenship Act 1995 under 15% open seats in NEET-2012. | Action has been taken. The matter is again placed before the current meeting of the Advisory Committee vide Item IV. |



|           |  |                        |
|-----------|--|------------------------|
| Item-XII  | To consider the proposal to debar the candidates caught using unfair practices in NEET.                          | No action is required. |
| Item-XIII | To consider the action in view of the decision given by the Hon'ble Supreme Court for inspection of answer books | No action is required. |
| Item-XIV  | To consider the fee concession to physically handicapped candidates at par to SC/ST candidates                   | No action is required. |
| Item-XV   | To consider any other item with the permission of the Chair.   | No action is required. |

Committee unanimously resolved that the follow up action taken be approved and recorded.

**ITEM-III: TO REPORT THE DEVELOPMENTS TAKEN AFTER THE LAST MEETING OF THE ADVISORY COMMITTEE**

It was informed by the Controller of Examinations that in view of the notification issued by the Medical Council of India for the conduct of NEET in 2012 as Single Entrance Examination for Under Graduate Medical Courses, CBSE was assigned the responsibility of conduct of the examination by MCI from the year 2012. Accordingly, Advisory Committee was expanded and preparations were made by the CBSE to conduct the NEET in 2012. The date of NEET 2012 was also announced by the CBSE.

Thereafter, the Ministry of Health & Family Welfare, Government of India informed to the CBSE vide letter no.V.11012/2/2/2009-MEP.I dated 9<sup>th</sup> December, 2011 that the said Ministry has received requests from various States seeking some more time to switch over from the current system of entrance examination for Under Graduate Medical Courses to UG NEET for enabling the students to acquaint themselves with the new syllabus. The Ministry has also filed an interlocutory application in the Hon'ble Supreme Court of India in WP(C)No.380/2009 titled Simran Jain Vs Union of India seeking permission from the Hon'ble Supreme Court to allow introduction of NEET for UG Medical Courses from the academic year 2013-14 instead of 2012-13. Accordingly, CBSE has decided to conduct the AIPMT Examination for the year 2012 as per following schedule:

AIPMT Preliminary Examination - 1<sup>st</sup> April, 2012 (Sunday)  
AIPMT Final Examination - 13<sup>th</sup> May, 2012 (Sunday)

The scheme for inviting application was revised and made 'online' in view of the short time left with the CBSE for the conduct of examination according to the schedule fixed by the Hon'ble Supreme Court of India for the admission in MBBS/BDS Courses. Accordingly, the MCI & DGHS were requested to approve the Bulletin. DGHS has approved the same and corrections as suggested by them have been made. Verbally, MCI has also informed the CBSE

that there is no change in the Bulletin, except the list of the medical colleges may be updated later on the basis of status of affiliation of the medical colleges with the MCI.

It was also informed to the Hon'ble House by the Controller of Examinations that the admit cards of candidates for AIPMT 2012 will be uploaded online and no manual admit cards will be issued to the candidates by the Board. The online admit cards will bear the scanned photograph and signature of candidates but for more clarity there will be provision for pasting fresh photograph of the candidates on the downloaded admit cards.

Committee unanimously approved the action taken by the CBSE regarding the conduct of AIPMT 2012.

**ITEM – IV: TO CONSIDER THE IMPLEMENTATION OF NOTIFICATION OF BENEFITS TO REGISTERED OVERSEAS CITIZENS OF INDIA (OCIs) UNDER SECTION 7(B)(1) OF CITIZENSHIP ACT 1995 UNDER 15% OPEN SEATS IN NEET-2012.**

The Controller of Examinations informed to the House that an item on the above issue was placed before the House vide item – V at its meeting held on 9<sup>th</sup> March, 2009 for arriving at the decision to make the OCIs eligible to appear in the AIPMT examination. Since then, the matter is being placed before the Hon'ble House and the DGHS is being continuously requested by the Board to inform about the action taken on this issue. After the last meeting of the Advisory Committee, CBSE as per resolution made by the Advisory Committee again requested DGHS vide letter no. CBSE/AIPMT/DGHS/2010-11 dated 09.04.2011 to take the necessary action and decide the issue and also to communicate the same to the Board to take an appropriate action regarding implementation of the said notification. Till date, no communication has been received from the DGHS.

As CBSE has not received any communication from Ministry of Health & Family Welfare, hence, status quo of existing norms of eligibility has been maintained for AIPMT 2012.

The House deliberated upon the issue in detail and decided that DGHS may take up the matter immediately with the Ministry of Health and Family Welfare, Government of India and also with the Law Ministry, Government of India to arrive at the final decision so that CBSE may take action accordingly for the future examinations.

**Item – V TO CONSIDER THE PROPOSAL TO FIX THE CENTRE OF AIPMT EXAMINATION IN KOTA, RAJASTHAN**

The Hon'ble House considered the item regarding the request from Shri Ijyaraj Singh, Member of Parliament (Lok Sabha) addressed to the Union Minister of State for Health & Family Welfare, Government of India for making Kota (Rajasthan) as a centre to conduct the AIPMT Examination.

The House observed that as per the decision of the Hon'ble Supreme Court, the AIPMT Examination is conducted in capital cities only except Nagpur, Cochin and Noida. The above three non-capital cities were added as centre cities due to large number of candidates opting respective capital cities of their States as centre and the number of schools available for the exam centre in capital cities are not adequate to accommodate such large number of candidates. Therefore, the Board with the approval of the Advisory Committee of AIPMT has decided to make Cochin, Nagpur and Noida as second centre city in the State of Kerala, Maharashtra and Uttar Pradesh respectively. However, no such inadequacy of centre is felt by the Board in Jaipur in the State Capital of Rajasthan.

The Hon'ble House after deliberations resolved that the present status quo regarding examination centre city may be maintained for the state of Rajasthan for AIPMT 2012 as per the existing policy. However, in future, if online examination is introduced for AIPMT, Kota may also be considered as one of the centres depending upon number of candidates.

**Item - VI TO CONSIDER THE PROPOSAL TO FIX THE CENTRE OF AIPMT EXAMINATION IN CALICUT**

The Hon'ble House considered the item regarding the requests from Shri P.K. Abdu Rabb, Minister for Education, Kerala addressed to the Hon'ble Minister for Human Resources Development, Government of India & from the HOD, IGNOU, Pravasi Community College, Malappuram, Kerala addressed to the Minister of State for External Affairs, Government of India for making Calicut as a centre to conduct for all the National Entrance Examinations under the ambit of MHRD.

The House observed that as per the decision of Hon'ble Supreme Court, the AIPMT Examination is conducted in capital cities only except Nagpur, Cochin & Noida. The above three non-capital cities were added as centre cities due to large number of candidates opting respective capital cities as their centre and the number of schools available for the exam centre in those cities are not adequate to accommodate such large number of candidates. Therefore, the Board with the approval of the Advisory Committee of AIPMT has decided to make Cochin and Nagpur as second centre city in the States of Kerala, Maharashtra and Uttar Pradesh.

The Hon'ble House after deliberations resolved that since the AIPMT is conducted in two cities in Kerala the present status quo regarding examination centre city may be maintained for AIPMT 2012 as per the existing policy. However, in future, if online examination is introduced for AIPMT, Calicut may also be considered as one of the centres depending upon number of candidates.

**ADDL. ITEM – 1 TO CONSIDER THE REQUEST OF THE UNIVERSITY OF DELHI FOR PERMISSION TO UTILIZE AIPMT RESULT (MERIT) FOR ADMISSION TO MBBS/BDS COURSE FOR 85% DU QUOTA FOR THE SESSION 2012-13**

The Controller of Examinations placed before the House that the CBSE is conducting All India Pre-Medical/Pre-Dental Entrance Examination for admission to 15% of the total seats for Medical/Dental Courses in all Medical/Dental Colleges run by the Union of India, State Governments, Municipal and other local authorities in India except in the States of Andhra Pradesh and Jammu & Kashmir.

Accordingly, 15% seats in the Medical Colleges run by the Delhi Government are also filled in through the merit list based on the AIPMT Examination, 2012. However, the Dean, Faculty of Medical Sciences, University of Delhi vide letter no.FMSc/1242 dated 16.12.2011 requested the Board to permit them to utilize AIPMT, 2012 result merit for admission to MBBS/BDS course under 85% DU quota for the session 2012-13.

The request received from the Delhi University has been considered by the House and observed that the matter needs a detailed study and further discussions with the Delhi University to understand their requirements. It may also be ascertained from the Delhi University that whether any change in the result pattern of AIPMT is required or whether the result is to be declared in specific manner, etc. for using the merit list of AIPMT for admission in DU Medical Colleges. The Committee also observed that though the move of Delhi University is a welcome step but no information in this regard has been given to the candidates in advances.

The House after deliberations resolved that the matter may be kept in abeyance till such time an understanding is arrived between all the stakeholders such as Delhi University, Medical Council of India, Directorate General of Health Services and the Central Board of Secondary Education. Further, the Delhi University may also be requested to seek the approval of the Hon'ble Supreme Court of India on the proposal.

The meeting then ended with a vote of thanks to the Chair.

Sd/-  
(M.C. SHARMA)  
CONTROLLER OF EXAMINATIONS

Sd/-  
(VINEET JOSHI)  
CHAIRMAN

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**MINUTES OF THE MEETING OF EXAMINATION COMMITTEE HELD ON 25.01.2012 AT 11.00 A.M. AT C.B.S.E. SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110301**

**PRESENT:**

1. Shri Vineet Joshi  
Chairman  
CBSE
2. Sh. Dinesh Kumar  
Additional Commissioner(Acad)  
Kendriya Vidyalaya Sangathan  
New Delhi
3. Sh. S.Vijaya Kumar,  
Joint Commissioner (Admn.)  
Kendriya Vidyalaya Sangathan  
New Delhi
4. Dr. Sunita S.Kaushik,  
Add.Director of Edu.(Sch.)  
Directorate of Education,  
Govt. of NCT of Delhi,  
Delhi.
5. Smt. Shashi Bala Saini  
Principal  
Sarvodaya Vidyalaya,  
Secto 7, Rohini,  
New Delhi
6. Sh. L.V. Sehgal  
Principal  
Bal Bharti Public School  
Near Ganga Ram Hospital  
New Delhi
7. Prof. A.K. Bhatnagar,  
Deptt. of Botany  
University of Delhi  
Delhi
8. Sh. M.C. Sharma  
Controller of Examinations  
CBSE

Prof. (Retd.) Kapil Kapoor, could not attend the meeting. S/Shri B.M.Gupta, Advisor; M K Arora, Deputy Secretary(Coord.) and Mrs. Kavita Vazirani, Asstt. Secretary(Coord) also attended the meeting.

The Chairman, CBSE extended Greetings for the Year 2012 and a warm welcome to all the Members of the Committee. Thereafter, he requested the Controller of Examinations to take up the Agenda. The Controller of Examinations while welcoming the Members also wished them for the Year 2012 and requested them to continue giving the Board their valuable suggestions on this platform. He then took up the Agenda for discussion.

**ITEM I : ITEM I : TO CONSIDER THE MINUTES OF THE MEETING OF THE EXAMINATION COMMITTEE HELD ON 11<sup>TH</sup> NOVEMBER , 2011**

The Controller of Examinations informed the Committee that the Minutes of the Meeting of the Examination Committee held on 11<sup>th</sup> November, 2011 have been circulated to the Members of the Committee. No comments have been received from the Members. The Minutes have been placed before the meeting of the Governing Body held on 16<sup>th</sup> November, 2011 and approved.

The Committee resolved that the Minutes be approved.

**ITEM II : TO REPORT ACTION TAKEN ON THE MINUTES OF THE EXAMINATION COMMITTEE HELD ON 11<sup>TH</sup> NOVEMBER,2011**

| ITEM NO. | AGENDA ITEM  | RESOLUTION OF THE COMMITTEE   | ACTION TAKEN   |
|----------|--|---|--|
| ITEM III | TO CONSIDER ALLOWING CANDIDATES FAILING IN THE ADDITIONAL SUBJECT ALSO IN JULY EXAMINATION.  | (i) Recommended extending the facility to the candidates for appearing in the additional sixth subject at the Compartment Examination to be held in July.<br><br>(ii) Resolved to amend and added rules 43(ii) and 44.1(v) relating to additional subject(s)/Improvement of Performance.  | Notification containing the Amended Rule 43(ii) and Added Rule 44.1(v) has been hosted on the website and is under print for circulation to all the affiliated schools |
| ITEM IV  | TO CONSIDER THE MODALITIES FOR ALLOWING INSPECTION/SUPPLY OF COPY OF EVALUATED ANSWER BOOK UNDER RTI ACT,2005 AS PER DIRECTIVES OF THE HON'BLE SUPREME COURT OF INDIA IN ITS JUDGEMENT DATED 9.8.2011. | i) Resolved that the modalities be implemented for the Board's Examinations at the end of Class X & XII w.e.f. 2012.<br><br>ii) As regards levy of fee of Rs.500/- per subject's Answer-books it in principle resolved to charge the same taking into account a lot of expenditure to be incurred by the Board on infrastructure, additional space, staff, experts, etc, subject to approval of the Finance Committee and ratification by the Governing Body. | The modalities are placed for reconsideration at Item III of the present Agenda  |
| ITEM V   | TO RECONSIDER INCLUSION OF CHAPTER 12 RULE 72 IN THE EXAMINATION BYE LAWS RELATING TO CBSE INTERNATIONAL.  | resolved to add chapter 12 Rules 72 in the Examination Bye-Laws as per Annexure-1   | The Chapter is placed for reconsideration at Item VIII of the present Agenda   |

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| ITEM VI   | TO CONSIDER EXTENDING THE FACILITY IN LIEU OF PRACTICAL WORK IN PHYSICS, CHEMISTRY AND BIOLOGY TO OTHER CATEGORIES OF DISABILITIES IN ADDITION TO VISUALLY HANDICAPPED STUDENTS | resolved that the Board may also extend the facility in lieu of practical work in the subjects of Physics, Chemistry and Biology to other categories of disabled students, as defined in the PWD Act, 1995, in addition to visually challenged students at Senior Secondary Level.  | Circular has been hosted on the website and is under print for circulation to all the affiliated schools                                    |
| ITEM VII  | TO REPORT ACTION TAKEN IN PERMITTING MASTER MUKESH BEARING ROLL NO. 7663766 OF 2011 TO APPEAR IN THE SUBJECT OF MATHEMATICS AS ADDITIONAL SUBJECT IN JULY 2011                  | ratified the action taken by the Board.   | No further action required  |
| ITEM VIII | TO REPORT ACTION TAKEN BY THE BOARD RELATING TO RETENTION OF HARD COPIES OF THE FINAL REPORT UPLOADED ON THE WEBSITE OF THE BOARD BY THE SCHOOLS FOR CLASSES IX & X.            | i) resolved that the evidences of assessments of CCE called for by the Regional Offices of the Board be also weeded out after two months from the date of declarations of class X result by the Board.<br><br>ii) Rule regarding weeding out of Hard copies of the Final Report uploaded by the Schools and evidences of assessments of CCE records be also added in the weeding out rules. | i) Regional Officers have been apprised<br><br>ii) Action for including the weeding out period in the Weeding Out Rules has also been taken |
| ITEM IX   | TO REPORT ACTION TAKEN BY THE BOARD IN CORRECTING THE CANDIDATES NAME/FATHER'S NAME/MOTHER'S NAME/SURNAME IN RELAXATION OF RULE 69.1(ii) OF THE EXAMINATION BYELAWS.            | ratified the actions taken by the Board.  | No further action required  |
| ITEM X    | TO REPORT ACTION TAKEN BY THE BOARD IN RECEIVING ONLINE REGISTRATION DATA FOR STUDENTS OF CLASSES IX & XI (SESSION 2011-2012) AND LIST OF CANDIDATES                            | The action taken by the Board vide orders of the Chairman dated 14.09.2011 regarding the above revised schedule for receipt of data of candidates ratified by the Examination Committee.  | No further action required  |

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|         | FOR CLASSES X & XII FOR 2012 EXAMINATION AS PER THE REVISED SCHEDULE.  |  |                            |
| ITEM XI | TO REPORT ACTION TAKEN BY THE CHAIRMAN VIDE HIS ORDERS DATED 21.10.2011 AND 03.11.2011 ALLOWING CANDIDATES OF CLASS X OF THE EIGHT SECONDARY SCHOOLS I.E. JAWAHAR NAVODAYA VIDYALYA, JAIHRAIKHAL, PAUARI GARHWAL, UTAARAKHAND AND SEVEN SCHOOLS OF TIBETAN CHILDREN'S VILLAGE SCHOOLS AT DHARAMSALA CANTT., LOWER DHARAMSALA, GOPALPUR, CHAUNTRA, SUJA, LADHAK & BYLAKUPPE RESPECTIVELY TO OPT SCHOOL BASED SUMMATIVE ASSESSMENT-II. | ratified the actions taken by the Board. | No further action required |

The Committee recorded the action taken by the Board.

**ITEM III : TO RECONSIDER THE MODALITIES FOR ALLOWING INSPECTION/SUPPLY OF COPY OF EVALUATED ANSWER BOOK UNDER RTI ACT,2005 AS PER DIRECTIVES OF THE HON'BLE SUPREME COURT OF INDIA IN ITS JUDGEMENT DATED 9.8.2011**

The Committee was apprised that the modalities for allowing inspection/supply of copy of evaluated answer book under RTI Act, 2005 as per directives of the Hon'ble Supreme Court of India dated 9.8.2011 were placed before the Examination Committee at its meeting held in 11.11.2011 which had resolved as under:

- a) The modalities be implemented for the Board's Examinations at the end of Class X & XII w.e.f. 2012.
- b) As regards levy of fee of Rs.500/- per subject's Answer-books it in principle resolved to charge the same taking into account a lot of expenditure to be incurred by the Board on infrastructure

The Committee was also informed that the issue of charging of fee was placed before the Finance Committee at its meeting held on 15.11.2011 vide Item XVI which was of the opinion that the Board may review the proposal of charging fee @Rs.500/- per subject and come with a holistic proposal in the next Finance Committee. The resolutions of the



Examination Committee dated 11.11.2011 and Finance Committee dated 15.11.2011 have been approved by the Governing Body at its meeting held on 16.11.2011.

The Committee was further informed that an inhouse Committee was constituted to prepare a holistic proposal in view of the decision of the Finance Committee. The said Committee visited University of Delhi and gathered the information that the University has delinked the issue of providing of answer books from RTI and have made it open for all candidates on payment of Rs.750/- (ii) such requests are being received from the 61<sup>st</sup> day of publication of result on the net upto 75<sup>th</sup> day and only unassessed portion is being got assessed and totalling error, if any, corrected. (iii) such applications have to be forwarded through their college/HOD. University of Delhi already has provision of revaluation of answer books on payment of Rs.1000/-. The instruction regarding applying for the answer book alongwith copy of the application form has also been hosted on the website.

The Committee was also apprised of the following steps the Organization would have to take in order to provide the photocopy of the answerbook justifying the fee of Rs.500/- per subject to be charged –

- a) Provide space, manpower and infrastructure .
- b) Provide regular staff for handling the answer-scripts
- c) Engage subject experts to evaluate unevaluated portion, if any
- d) To spend on Speed Post
- e) To cater to large number of examinees spread across the country and abroad
- f) Train the staff to make photocopies selectively by eclipsing of all information relating to the identity of the Examiner/Evaluator/any other official associated with the examination process

The Committee after going into the modalities adopted by the University of Delhi and after deliberations resolved that the Board adopt and adapt the modalities of the University of Delhi except that the Board (i) may accept the request even through post but send the photocopy of the answer book only by Speed Post (ii) If a candidate finds any error in totalling of marks/grade(s) or finds that any answer has not been evaluated, then he/she should communicate in writing to the Regional Office concerned immediately so as to reach the Regional Office not later than a period of 10 days from the date of receipt of the copy of the evaluated Answer-book.

The Committee resolved as under:

- i) to amend the modalities hereunder:

| Sl. No. | Modalities approved by the EC dated 11.11.2011 and GB dated 17.11.2011   | Changed Modalities approved by EC dated 25.1.2012  |
|---------|--|--|
| 1.      | The candidates are advised to apply for verification of marks within a period of 21 days in accordance with the rules or wait for 30 days from the date of declaration of result, to apply for inspection of evaluated answer-books or obtaining a copy thereof. | <p>The candidates are advised as under:</p> <ul style="list-style-type: none"> <li>i) To apply for verification of marks/grades within a period of 21 days from the date of declaration of result of the Main Exam. held in March/April and 15 days from the date of declaration of result of Compt./IOP exam held in July, on the prescribed form.</li> <li>ii) To apply for obtaining photocopy of the answer book(s) between 31<sup>st</sup> to 45<sup>th</sup> day from the date of declaration of result of the Main Exam. held in March/April and 21<sup>st</sup> day</li> </ul> |

|    |   |  |
|----|---|--|
|    |   | to 31 <sup>st</sup> day from the date of declaration of result of Compt./IOP exam held in July, on the prescribed form   |
| 2. | The candidates can not apply for verification of marks and make an application under RTI Act, 2005 simultaneously.  | Deleted in view of (1) above   |
| 3. | The Application under the RTI Act, should be submitted within 31 <sup>st</sup> and 45 <sup>th</sup> day of declaration of result on the prescribed Form alongwith a Fee of Rs.500/- per subject's Answer-book to their respective Regional Office.                  | To apply on the prescribed form alongwith a fee of Rs.500/- per subject to the concerned Regional Office   |
| 4. | The candidate may select the subject(s) carefully in which he/she seeks inspection/copy of his/her evaluated Answer-books.  | The candidate should select the subject(s) carefully in which he/she seeks photocopy of his/her evaluated Answer-book(s).  |
| 5. | The candidate is required to produce a photocopy of his/her Admit Card along with the Application Form.   | The candidate is required to produce a photocopy of his/her Admit Card along with the Application Form.  |
| 6. | The application is to be made by the candidate in his/her own hand-writing and under his/her own signature and not by anyone else on his/her behalf. The inspection/providing of copy of the evaluated answer book will be allowed to the candidate concerned only. | The application is to be made by the candidate in his/her own hand-writing and under his/her own signature and not by anyone else on his/her behalf. The application may either be handed over in the Regional Office or sent through post within the stipulated period. However, the photocopy of the evaluated answer book will be sent by Speed Post only.<br>Application submitted on behalf of the candidate as also incomplete application will be summarily rejected without any further reference. |
| 7. | The Regional Office concerned will endeavour to permit inspection/provide copy of Answer-book within 30 days from the date of receipt of application in the Office of the Board.  | The Regional Office concerned will endeavour to provide photocopy of the Answer-book within 30 days from the date of receipt of application in the office of the Board.  |
| 8. | The candidate is required to inspect/collect the copy, as the case may be, of the evaluated answer book within a period of 15 days of the date of intimation sent to him/her by the Board regarding availability of the Answer-book(s).                             | May be deleted as the photocopy will be sent by Speed Post only.   |
| 9. | If a candidate finds any error in totalling of marks/grade(s) or finds that any answer has not been evaluated, then he/she should communicate in writing to the Regional Office concerned immediately but not later than a period of 10 days from the date of       | If a candidate finds any error in totalling of marks/grade(s) or finds that any answer has not been evaluated, then he/she should communicate in writing to the Regional Office concerned immediately so as to reach the Regional Office not later than a period of 10 days from the date of receipt of the copy of the evaluated Answer-book.   |

|     |   |  |
|-----|---|--|
|     | inspection/collection of the copy of the evaluated Answer-book.                               |  |
| 10. | Any representation other than totalling error or unmarked answer(s) shall not be entertained. | Any representation other than totalling error or unmarked answer(s) shall not be entertained.  |
| 11. | _____   | Photocopy of the answer book(s) will be supplied after eclipsing of all information relating to the identity of the Examiner/Evaluator/any other official associated with the examination process. |

- ii) resolved that the amount of fee Rs.500/- proposed to be charged per subject is necessary to meet the expenses to be incurred for providing photocopy of the answer book(s). The fee to be charged may be reviewed next year;
- iii) A proforma be developed wherein the candidate shall also give an undertaking that s/he has read the above Modalities and abide by the same.

**ITEM IV : TO CONSIDER ADDITION OF RULE 20(ii)(a) IN CHAPTER 4 OF THE EXAMINATION BYELAWS RELATING TO PERSONS ELIGIBLE TO APPEAR AS PRIVATE CANDIDATE FOR DELHI SECONDARY SCHOOL EXAMINATION**

The Committee was informed that as per Rules 20(c)(i) & (ii) of the Examination Byelaws women candidates who are bonafide residents of National Capital Territory of Delhi are also eligible to appear as private candidates at the Delhi Secondary School Examination and shall have to satisfy the following additional conditions:

- (i)(a) that they have privately pursued the prescribed course of study under proper guidance; and
- (i)(b) that they are unable to join a Secondary School affiliated to the Board or there are such other reasons compelling them to appear at the examination as a private candidate
- (ii) a women student who has left an institution at a stage earlier than or in class IX, shall not be permitted to appear at the examination as a private candidate in a year earlier than in which she would have appeared, had she continued her studies in a recognized institution upto Secondary level

The Committee was also apprised that Rule 6.1(iii) of the Examination Byelaws relating to General Conditions for seeking admission states that "a student seeking admission to any class in a School will be eligible for admission to that Class only if he satisfies the requirements of age limits (minimum & maximum) as determined by the State/U.T. Government and applicable to the place where the School is located".

The Committee was informed that as per Chapter VI Rule 16(1) of Delhi School Education Act, 1973 "Admission to recognised schools – a child who has not attained the age of five years, shall not be admitted to class I, or an equivalent class or any class higher than class I, in a recognised school. On the analogy of Rule 16(1) of the Delhi School Education Act, 1973, private female candidates appearing for the Delhi Secondary School Examination shall not be eligible to appear for the Secondary School Examination at the age earlier than in which she should have appeared had she continued her studies in a recognised institution upto Secondary examination.

The Committee was further informed that Km. Ainaba Gauhar whose date of birth is 04.1.2000 has applied for the Delhi Secondary School Examination, 2012, however, her candidature has not been accepted by the Board on the above analogy vide orders of the Competent Authority dated 22.12.2011.

The Committee after deliberating on the issue ratified/resolved as under:

- i) ratified the action taken by the Board in the case of Km. Ainaba Gauhar; and
- ii) resolved that Rule 20(ii)(a) be added in the Examination Byelaws which should read as under in order to avoid such instances in the future:

"a woman candidate shall not be permitted to appear at the Delhi Secondary School Examination as a private candidate in a year earlier than in which she would have appeared, had she continued her studies in a recognized institution upto Secondary level".

**ITEM V : TO CONSIDER AMENDMENT IN RULE 59 OF CHAPTER 8 OF THE EXAMINATION BYELAWS RELATING TO DECLARATION OF RESULTS**

The Committee was informed that the Legal Advisor has opined that the moderation/grace marks policy be made part of rule. The Committee was apprised that the Examination Committee which met on 18.2.1993 had approved the objectives of standardization of marks and criteria for grace marks which are still in vogue. The Committee was also apprised that the moderation policy is already available on the Board's website.

After deliberating on the matter, the Committee resolved to amend Rule 59 of the Examination Byelaws relating to DECLARATION OF RESULTS to read as under:

| Existing Rule No. and Rule |  | Amended Rule No. and Rule |   |
|----------------------------|--|---------------------------|---|
| 59(i)                      | All the results of the examinations conducted by the Board shall be declared with the approval of the Chairman | 59(i)(a)                  | All the results of the examinations conducted by the Board shall be declared with the approval of the Chairman.   |
| 59(i)(b)                   | New Rule   | 59(i)(b)                  | The Board shall resort to the Moderation policy to: <ol style="list-style-type: none"> <li>1) compensate the candidates for the difficulties experienced in solving the question in a specified time due to misinterpretation/ambiguity of questions and errors</li> <li>2) compensate the vagaries and to bring uniformity in the evaluation process</li> <li>3) bring parity on account of element of subjectivity involved in the evaluation process.</li> <li>4) level up the mean achievements in the set-wise performance of the candidates attributable to the difference in the difficulty level of different sets of question papers in the multiple sets scheme</li> <li>5) maintain near parity of pass percentage of the candidates in the current year vis-a-vis preceding years, subject-wise and overall.</li> </ol> |

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|----------|----------|----------|---|
| 59(i)(c) | New Rule | 59(i)(c) | The Board shall also adopt the policy of awarding Grace Marks as per the criteria decided from time to time and reasons to be recorded. |
|----------|----------|----------|---|

**ITEM VI : TO CONSIDER AMENDMENT IN RULE 61(iv) OF CHAPTER 8 OF THE EXAMINATION BYELAWS RELATING TO VERIFICATION OF MARKS/GRADES**

The Committee was apprised of the following Judgement passed by the Hon'ble Supreme Court of India in Civil Appeal No. 6454 of 2011 vide its order dated 9.8.2011.

**"38. In view of the foregoing, the order of the High Court directing the examining bodies to permit examinees to have inspection of their answer books is affirmed, subject to the clarifications regarding the scope of the RTI Act and the safeguards and conditions subject to which 'information' should be furnished. The appeals are disposed of accordingly."**

The Committee was also informed that existing Rule 61(iv) of the Examination Byelaws does not permit disclosure or inspection of the answer book(s) or other documents.

The Committee after taking into cognizance of the judgement passed by the Hon'ble Supreme Court of India resolved to amend Rule 61(iv) to read as under:

| Existing Rule  | Amended Rule   |
|--|--|
| No candidate shall claim, or be entitled to, revaluation of his/her answers or disclosure or inspection of the answer book(s) or other documents | No candidate shall claim, or be entitled to, revaluation of his/her answer book(s) |

**ITEM VII : TO CONSIDER AMENDMENT IN RULES OF THE EXAMINATION BYELAWS**

The Committee was informed that since the introduction of Continuous & Comprehensive Evaluation Scheme at Secondary level, changes have taken place in the system and subsequently in the Examination Byelaws. In view of the changes, the Committee resolved to amend the following rules on the basis of remarks and to read as under:

| Chapter No./Chapter Heading/Rule Heading/Rule No.   | Existing Rule  | Amended Rule   | Remarks  |
|---|--|--|--|
| CHAPTER 4 -<br>ADMISSION TO<br>EXAMINATIONS/<br>22(v) - PROCEDURE<br>FOR SUBMISSION OF<br>APPLICATIONS OF<br>PRIVATE<br>CANDIDATES(CLASS X) | Those regular candidates who have failed to obtain promotion to class X of the school affiliated to the Board or any other recognised Board shall not be admitted to the Delhi Secondary School Examination of the Board as private candidates | Those regular candidates who have failed to obtain promotion to class X of the school affiliated to the Board or any other recognised Board shall not be admitted to the Secondary School Examination of the Board as private candidates | As this rule relates to both All India and Delhi Schemes |
| CHAPTER 6 -<br>FIXATION OF  | Heading of Rule 33 read as   | Heading of the Rule be amended to read as  | the rule contains the                                    |

|   |   |   |   |
|---|---|---|---|
| <p>EXAMINATION CENTRES, APPOINTMENT OF CENTRE SUPERINTENDENTS, ETC. AND RULES FOR UNFAIRMEANS CASES</p> <p>33 - NORMS FOR FIXATION OF EXAMINATION CENTRES</p>                         | <p>NORMS FOR FIXATION OF EXAMINATION CENTRES AT PLACES OTHER THAN DELHI/NEW DELHI and the subrules read as-</p> <p><b>33.1</b> General Conditions<br/> <b>33.2</b> Single School Cities<br/> <b>33.3</b> Multiple School Cities<br/> <b>33.4</b> Foreign Countries<br/> <b>3.5</b> Norms for Fixation of Centres at Delhi/New Delhi</p>   | <p>NORMS FOR FIXATION OF EXAMINATION CENTRES</p>  | <p>guidelines for fixation of examination centres in Delhi/New Delhi, single school cities, multiple school cities as also foreign countries</p>  |
| <p>CHAPTER 6 - FIXATION OF EXAMINATION CENTRES, APPOINTMENT OF CENTRE SUPERINTENDENTS, ETC. AND RULES FOR UNFAIRMEANS CASES</p> <p>35(v) - RULES FOR CHANGE OF EXAMINATION CENTRE</p> | <p>A candidate appearing for the first chance compartmental examination shall appear from a centre in the same Region from where he/she had appeared at the main examination. However, in case of transfer of the parent from one place to another, the Chairman may allow change of centre subject to fulfilment of the following:</p> <p>(i) The parent produces a valid documentary evidence of his/her transfer from one place to another;</p> <p>(ii) That the request for change of centre is received before 15<sup>th</sup> of July of the year; and</p> <p>(iii) That the change of centre will be considered only subject to availability of question papers at the requested place of centre."</p> | <p>A candidate appearing for the first chance compartmental/<b>Improve ment of Performance examination for the Senior/Secondary examinations conducted by the Board</b> shall appear from a centre in the same Region from where he/she had appeared at the main examination. However, in case of transfer of the parent from one place to another, the Chairman may allow change of centre subject to fulfilment of the following:</p> <p>(i) The parent produces a valid documentary evidence of his/her transfer from one place to another;</p> <p>(ii) That the request for change of centre is received <b>one week</b> before the date of commencement of the examination of the year; and</p> <p>(iii) That the change of centre will be</p> | <p>the Rule relates to both Senior and Secondary Examinations and the term for Compartment has been replaced by Improvement of Performance for the Secondary School Examination. Also the date for requesting for change of centre as 15<sup>th</sup> July has been incorporated as the examination was held in the first/second week of August whereas now the examination is being conducted anywhere after 16<sup>th</sup> July.</p> |

|  |   |   |  |
|--|---|---|--|
|  |   | considered only subject to availability of question papers at the requested place of centre."   |  |
| CHAPTER 8 –<br>CONFIDENTIAL WORKS<br><br>57(v) – AWARD LIST  | The award lists of an examination shall be destroyed three months after the declaration of results in the presence of a committee appointed by the Chairman of the Board  | The award lists of an examination shall be destroyed <b>two</b> months after the declaration of results in the presence of a committee appointed by the Chairman of the Board   | In view of the fact that the retention period of the answer books has been reduced to two months from three months and Rule 62 amended accordingly |
| CHAPTER 8 –<br>CONFIDENTIAL WORKS<br><br>59(iv) – DECLARATION OF RESULTS   | The 'Result' shall indicate the factual position of the candidate with the marks/grades obtained by a candidate alongwith his/her status i.e. Pass/Fail/Comptt. in a 'Gazette' kept in the office of the Board.   | The 'Result' shall indicate the factual position of the candidate with the marks/grades obtained by a candidate alongwith his/her status i.e. Pass/Fail/Comptt. <b>in respect of Senior School Certificate Examination and Eligible for Qualifying Certificate/Qualified for Admission to Higher Classes/Eligible for Improvement of Performance in respect of Secondary School Examination</b> in a 'Gazette' kept in the office of the Board. | As the terminology for Secondary School Examination has been changed w.e.f. 2010/2011 examination  |
| CHAPTER 9 –<br>CERTIFICATION<br><br>63(i) –<br>PASSING/QUALIFYING<br>CERTIFICATE, MARKS<br>STATEMENT/STATEMENT<br>OF SUBJECT WISE<br>PERFORMANCE/<br>CERTIFICATE OF<br>CONTINUOUS AND<br>COMPREHENSIVE<br>EVALUATION | A candidate who has appeared in an examination of the Board shall be issued statement of marks for the Senior School Certificate Examination and Statement of Subject wise Performance for the Secondary School Examination <b>conducted by the Board</b> | A candidate who has appeared in an examination of the Board shall be issued statement of marks for the Senior School Certificate Examination and Statement of Subject wise <b>Performance/Qualifying Certificate/Certificate of Continuous and Comprehensive Evaluation</b> for the Secondary School Examination.   | As the name of the Certificates to be issued for Secondary School Examination has been changed   |

**ITEM VIII : TO RECONSIDER CHAPTER 12 RULE 72 RELATING TO CBSE i**

The Committee was informed that CBSE has started CBSE-i which has affiliated around 25 schools situated in countries outside India for which separate curriculum has also been developed in the subjects of Mathematics and Social Science. The Committee was also

informed that separate Scheme of Studies has also been prescribed for these schools and the first batch of Class X Examination will be conducted in the year 2012. The Committee which met on 22.12.2010 was apprised that certain clarifications were required in the Scheme of Studies, hence it resolved that the matter may be referred to the Curriculum Committee for resolving the issues. The Committee further resolved that the resolution of the Curriculum Committee be re-referred to the Examination Committee. The resolution of the Curriculum Committee in the form of Chapter 12 Rule 72 was placed before the Examination Committee at its meeting held on 11.11.2011 which resolved to include the same in the Examination Byelaws. As the Chapter needed further modification, the same has not been included in the Examination Byelaws

The Committee considered the revised Chapter annexed as Annexure II of the Agenda and resolved that the same be made part of the Examination Byelaws. The Chapter is annexed as Annexure I.

#### **ITEM IX : TO CONSIDER WEEDING OUT RULES, 1998(REVISED IN 2011) OF THE BOARD**

The Committee was informed that the Board had compiled the Weeding Out Rules in the year 1998. In the past one and a half decade many changes have taken place in the Board in the form of introduction of Continuous & Comprehensive Evaluation, conduct of entrance examinations such as AIEEE, CTET etc., Students Global Aptitude Test, Proficiency Test, RTI etc. Many internal changes in the administrative set up has also taken place. All these changes and additions have necessitated to revise the Weeding Out Rules for which an internal committee consisting of Dr. Sanyam Bharadwaj, the then Deputy Secretary(PMT), Shri M K Arora, Deputy Secretary(Coord) and Mrs. Kavita Vazirani, Assistant Secretary(Coord) was constituted who have compiled the revised Weeding Out Rules by seeking necessary input from various branches/units of the Board.

The Committee after deliberating on the matter resolved as under:

- i) the Weeding Out Rules, 1998(Revised in 2011) annexed as Annexure III of the Agenda which is annexed as Annexure II be approved;
- ii) a copy of the Weeding Out Rules be forwarded to National Archives of India for their perusal and record, in accordance with Public Record Act, 1993.

#### **ITEM X : TO REPORT ACTION TAKEN BY THE BOARD IN INCORPORATING THE WORD 'OBC' IN THE FORMAT OF THE TRANSFER CERTIFICATE GIVEN IN ANNEXURE I OF THE EXAMINATION BYELAWS**

The Committee was informed that vide Note. No. F.1-88/2011-Sch.3 dated 16.11.2011 Shri Dinesh Kumar, Under Secretary to the Government of India, MHRD had forwarded copy of the proceedings of the National Commission for Backward Classes meeting held on 19.7.2011 and reference through Ministry of Social Justice & Empowerment wherein it has been stated that as candidates are entitled for admission on the basis of OBC Certificate, it is very essential that the Transfer Certificate should contain the details viz. SC, ST & OBC.

The Committee was apprised that the format of the Transfer Certificate(Annexure I of the Examination Byelaws) has a column at Sl. No. 4 for indicating whether the candidate belongs to Schedule Caste or Schedule Tribe and in order to facilitate the student community, the word 'OBC' has also been included in the said column and it reads as:

*'Whether the candidate belongs to Schedule Caste or Schedule Tribe or OBC \_\_\_\_\_'*

The Examination Committee ratified the decision taken by the Board.



**ITEM XI : TO REPORT ACTION TAKEN BY THE BOARD IN CORRECTING THE CANDIDATE'S NAME/ FATHER'S NAME IN RESPECT OF MASTER PRATAPADITY TIWARI ROLL NO. 5152102 OF 1999, MASTER RASHID ANWAR ROLL NO. 6310609/1994 & MASTER JITENDRA MALIK ROLL NO. 6401860 OF 2000 IN RELAXATION OF RULE 69.1(ii) OF THE EXAMINATION BYELAWS**

The Committee was informed that the following candidates had applied for correction in name/father's name after the expiry of the period of ten years as stipulated in rule 69.1(ii) of the Examination Byelaws as under:

| Roll No./Year | Name as appearing in the documents                      | Correction requested for                            |
|---------------|---|---|
| 5152102/1999  | C/N - PRATAPADITY TIWARI<br>F/N - RAM JEE TIWARI        | C/N - PRATAPADITYA TIWARI<br>F/N - RAM JI TIWARI    |
| 6310609/1994  | C/N - RASHID ANWAR<br>RASHID<br>F/N - RASHID USUF SAIFI | C/N - RASHID ANSWAR SAIFI<br>F/N - MOHD YUSUF SAIFI |
| 6401860/2000  | F/N - JAYPAL SINGH MALIK                                | F/N - JAIPAL SINGH MALIK                            |

Being spelling mistakes, the corrections have been allowed by the Competent Authority vide his orders dated 27.11.2011, 12.12.2011 & 24.12.2011 respectively.

The Committee ratified the decisions taken by the Board

**ITEM XII : TO REPORT ACTION TAKEN BY THE BOARD PERMITTING CHANGE IN THE SPELLING OF CANDIDATE'S NAME FROM SHONAK TO SHONAQ ROLL NO. 8191058 OF 2011 IN RELAXATION OF RULE 69.1(i) OF THE EXAMINATION BYELAWS**

The Committee was informed that as per Rule 69.1(i) the following documents are required to effect change in name:

- Original copy of two newspapers (daily English/Hindi newspaper at National level & daily newspaper in a vernacular language circulated in the locality), in which the desired change has been published.
- Original Affidavit duly sworn before the Judicial Magistrate, First Class / Metropolitan Magistrate/ Executive Magistrate/ Sub Divisional Magistrate.
- Original copy of Publication in Government Gazette.
- Payment of prescribed fee.
- True Copy of admission form filled in by the parents duly updated as per Gazette Notification of desired change and duly attested by the Head of the concerned institution.
- True Copy of School Leaving Certificate of the previous school submitted by the parent/ candidate at the time of admission and updated as per Gazette Notification of desired change, duly attested by the Head of the concerned institution.

g) True Copy of the page of admission and withdrawal register of the school where the entry has been made in respect of candidate showing updation as per Gazette Notification of desired change, duly attested by the Head of the concerned institution

The Committee was apprised that representation had been received from Shri Sanjay Gupta f/o Shonak Gupta for change in candidate's name spelling from SHONAK to SHONAQ. The correction/change of a single alphabet was due to astrological reasons. The school had also recommended the case and the parent had submitted the advertisement and two newspapers and also sent the paper to the SDM office for Notification.

Being a minor change of alphabet the Competent Authority has permitted the change in relaxation of Rule 69.1(i) of the Examination Byelaws vide his orders dated 1.12.2011.

The Committee ratified the decision taken by the Board.

**ITEM XIII : TO REPORT ACTION TAKEN BY THE BOARD IN PERMITTING MASTER SRAJIT SINGH & MASTER PANKAJ AHLAWAT TO APPEAR FOR MARCH 2012 EXAMINATION IN THE ADDITIONAL SUBJECT BIOLOGY**

The Committee was informed that the following candidates have sought permission to appear in the additional subject Biology which is not as per Examination Byelaws:

| Roll No. & Year of Passing the Examination | Name of the candidate |
|--|-----------------------|
| 1616245/2011                               | Master Srajit Singh   |
| 2652876/2011                               | Master Pankaj Ahlawat |

Principal, Pt. Uma Dutt Public School, Dholpur vide their letter dated 14.10.2011 has certified that Master Srajit passed class XI with Biology as an additional subject and also studied it in class XII but did not opt for it as a subject in AISDSCE 2011. The school is also ready to conduct the practical exam. in the subject Biology. Master Pankaj Ahlawat has also given a certificate from Nityanand Public School, Rohtak, Haryana that he is pursuing Biology subject by attending regular classes and taking part in regular practical.

Keeping in view the career of the students the Competent Authority vide orders dated 10.12.2011 and 22.12.2011 respectively has permitted the candidates to appear in the additional subject Biology as private candidate(s) in the forthcoming examination subject to production of certificate that he has completed his 6 weeks practicals in any school affiliated to the Board.

The Committee ratified the decision taken by the Board.

**ITEM XIV : TO REPORT ACTION TAKEN BY THE BOARD IN PERMITTING TIBETAN CHILDREN'S VILLAGE SCHOOL, SELAKUI, HIMACHAL PRADESH TO OPT FOR SCHOOL BASED SUMMATIVE ASSESSMENT-II**

The Committee was informed that on the request received from Tibetan Childrens Village, the following Secondary schools have been permitted to opt for School based Summative Assessment II and the decision ratified by the Examination Committee at its meeting held on 11.1.2011 and ratified by the Governing Body at its meeting held on 16.11.2011.

1. TCV School Dharamsala Cantt. - Affiliation No. 630011- School code 04310 }
2. TCV School Lower Dharamsala -Affiliation No. 630018- School code 04343 }
3. TCV School Gopalpur -Affiliation No. 630066- School code 04390 }

|                              |   |                    |
|------------------------------|---|--------------------|
| 4. TCV School Chauntra       | -Affiliation No. 630116- School code 23044  | ]vide orders       |
| 5. TCV School Suja           | - Affiliation No. 630079- School code 23009 |                    |
| 6. TCV School Ladhak         | - Affiliation No. 730010- School code 4415  | ] dated 03.11.2011 |
| 7. TCV School Bylakuppe (KS) | -Affiliation No. 830038- School code 06369  |                    |

The Committee was further informed that Tibetan Children's Village School, Dharamshala Cantt. vide letter dated 9.11.2011 have stated that the name of TCV, Selakui(Affiliation No. 3530171 School Code 57048) could not appear in their earlier request and requested to extend the same decision for the said school. The Competent Authority vide his orders dated 21.11.2011 has permitted TCV, Selakui to also opt for school based Summative Assessment II.

The Committee ratified the decision taken by the Board.

**ITEM XV : TO REPORT NON ACCEPTANCE OF THE SCHEME OF CONDUCT OF BOARD BASED AND SCHOOL BASED SUMMATIVE ASSESSMENT II UNDER THE SCHEME OF CONTINUOUS & COMPREHENSIVE EVALUATION BY A FEW BOARDS OF EDUCATION IN THE COUNTRY AND TO CONSIDER TO AGAIN WRITE TO ALL THE BOARDS INFORMING ABOUT THE EQUALITY OF BOARD AND SCHOOL BASED CONDUCTED SUMMATIVE ASSESSMENT II EXAMINATION**

It was again placed before the Committee that the Scheme of Continuous & Comprehensive Evaluation at Secondary level had been introduced by the Board w.e.f. 2009-2010 session of Class IX and circulated vide Circular No. 39 of 2009 and reiterated time and again through circulars, media etc. The Scheme has also been approved by the Examination Committee at its meeting held on 22.06.2010 and approved by the Governing Body at its meeting held on 29.06.2010 which is as under:

1 Senior Secondary Schools

No Class X Board Examination w.e.f. 2011 for students studying in CBSE's Senior Secondary schools and who do not wish to move out of the CBSE system after Class X.

However, such students of Senior Secondary Schools who wish to move out of the CBSE system after Class X (Pre-University, Vocational course, change of Board, etc.) are required to take the Board's External Examination.

2 Secondary Schools

The students studying in CBSE's Secondary schools are required to appear in Board's External Examination because they will be leaving the secondary school after Class X.

3 All Schools

3.1 The Continuous and Comprehensive Evaluation (CCE) has been strengthened in all affiliated schools with effect from October, 2009 in Class IX.

With the introduction of the Continuous and Comprehensive Evaluation in Class IX in the session 2009-10 the first batch of Class X has appeared in the year 2011 and in accordance with the Scheme there are two sets of students appearing for the Summative Assessment II - one those appearing for the Board based assessment and second those appearing for school based assessment. It was further emphasised that In order to keep both sets of students at parallel level, the Board has conducted the examination in the following manner and is issuing a uniform Certificate of Continuous & Comprehensive Evaluation to all students of Class X which ensures that all students of Class X are at par in respect of the post

examination criteria and the rules as stipulated in the Examination Bye Laws are applicable to all the candidates:

**SA II – For Schools affiliated upto Secondary level:**

**Board Conducted SA II-** The Examination is conducted as per past practice by the Board. Question Papers and Marking Scheme prepared by the Board and evaluation carried out by the Board through External Examiners.

**SA II- For Schools affiliated upto Senior Secondary level:**

1. **School Conducted SA II** – The Examination is conducted in the school. Question Papers and Marking Scheme supplied by the Board and evaluation carried out by the school.
2. **Board Conducted SA II – For those who wish to move out of the CBSE system after Class X i.e. who wish to join institutions/schools/Junior Colleges affiliated to Boards other than the CBSE:** The Examination is conducted as per past practice by the Board. Question Papers and Marking Scheme prepared by the Board and evaluation carried out by the Board through External Examiners.

The Committee was also informed that letter dated 11.5.2011 had also been sent to all the State Education Boards informing that-

- i) in both the summative assessments, the question papers are based on the same design, typology and difficulty level
- ii) the schools are to choose the question papers from the question bank provided by the Board. The answer books of students appearing in the school based examination as well as board based examination are to be evaluated as per marking scheme prepared by the Board only
- iii) Board has a scheme of Mentoring and Monitoring of the schools
- iv) Board has collected random samples of evidences of the assessments done by the schools and verifying them with the help of subject experts to ensure that these assessments have been done as per the scheme of the Board
- v) Before issue of the certificates by the Board, the Board is collecting the data of assessment from all the schools and analyzing the same vis-a-vis historical data with the help of experts. The analysis will be used for moderation so as to ensure that there is no variation between the school based assessment and the board based assessment
- vi) Board has also been training the principals and teachers for above mentioned activities
- vii) Board has put in place a comprehensive quality control mechanism to assure itself that assessment done in various schools of CBSE are valid and reliable. Only after these verifications all the class X students would be issued a uniform Certificate of Continuous and Comprehensive Evaluation prepared, printed and signed by the Board irrespective of whether a student has appeared for Board based or School based Summative Assessment II

They were also requested that no student should be denied admission to Class XI, even if changing Board. It was placed before the Committee that inspite of the efforts made by the Board, a few Boards such as Maharashtra State Board of Secondary & Higher

Secondary Education, J & K Board of Education. Council for the Indian School Certificate Examination had reservations in accepting the pass outs of CBSE and joining them.

After going through the actions taken by the Board and in order to safeguard the interest of the student community, the Committee was of the view that the nomenclatures used till now (Board based/School based) for Summative Assessment II of Class X is sending a signal that these two are different examinations while the fact remains that the Board is completely involved in both the examinations and these two are only different modes of the same examination. The Board is declaring the result and issuing a uniform certificate to all the candidates. It is also a fact that the Board certificate for Class X/XII nowhere indicates if any child has appeared from a self centre.

In view of the foregoing, the Committee resolved that the above nomenclatures be dropped while communicating with the other Boards and the Board may use the term SA II only. The different Boards may be impressed upon the fact that the Board is following different processes for different types of schools due to very high heterogeneous clientele.

The Committee further resolved that the Board may again write to all the State Education Boards reiterating that all the candidates from different schools affiliated to the Board are appearing as per its approved scheme and the uniform certificate issued to all the candidates be accepted at par while giving admission in State run schools in class XI, in case any candidate approaches them.

**ADDITIONAL ITEM I : TO CONSIDER PERMITTING MASTER ARPIT MITTAL WHO WAS SUFFERING FROM HYDROCEPHALOUS WITH CERVICO-DORSAL SYRINX TO APPEAR FOR THE ALL INDIA SENIOR SCHOOL CERTIFICATE EXAMINATION, 2012 AS A REGULAR CANDIDATE IN RELAXATION OF RULES 13 & 14 OF THE EXAMINATION BYELAWS AND TO CARRY FORWARD THE PRACTICAL MARKS OF 2011 EXAMINATION**

The Committee was apprised that Master Arpit Mittal registered for the Class XII examination, 2011 from Rukmani Devi Public School, Pitampura, New Delhi but could not appear for the examination due to his surgery. He was suffering from Hydrocephalous with Cervico-Dorsal Syrinx, a neuro disorder and was operated upon on 2.3.2011 at Jessa Ram Hospital, Karol Bagh, New Delhi and as certified by the attending Doctor he was declared fit for resumption of duty on 4.4.2011. The Committee was further informed that in order to save the year of the ward, the parent has approached Vidya Jain Public School, Rohini, Delhi for permitting him to appear as a regular candidate but his attendance of the previous session and previous practical marks be taken into account. On the basis of the approval granted by the Board in November, the school has granted direct admission to Master Arpit Mittal in class XII for 2012 examination.

The Committee after deliberations resolved to permit him to appear for the examination in relaxation of Rules 13 & 14 of the Examination Byelaws i.e. with less than 75% attendance in the ensuing examination and also resolved that his previous years' practical marks be carried forward for the 2012 examination.

**ADDITIONAL ITEM II : TO REPORT ACTION TAKEN BY THE BOARD IN PERMITTING MASTER VIPUL JYOTI & MASTER RAMHER TO APPEAR FOR MARCH 2012 EXAMINATION IN THE ADDITIONAL SUBJECT BIOLOGY**

The Committee was informed that the following candidates had approached the Board to seek permission to appear in the additional subject Biology which is not as per Examination Byelaws:

| Roll No. & Year of Passing the Examination | Name of the candidate |
|--|-----------------------|
| 2660315/2010                               | Master Vipul Jyoti    |
| 2627666/2011                               | Master Ramher         |

The Committee was also informed that Master Vipul Jyoti was a student of Sprindale Sr. Sec. School, Amritsar and has been pursuing practical in the same school and a certificate to this effect is being called for from the School concerned. Master Ramher has also given a certificate from R.E.D. Sr. Sec. School, Chhuchhakwas, Jhajjar, Haryana that he has been allowed to attend the practical in the subject of Biology and he will be provided the facilities for appearing in the practical examination.

The Committee was informed of the decision of the Board's order dated 17.1.2012 permitting the candidates to appear in the additional subject of Biology as private candidate(s) in the forthcoming examination subject to production of certificate that they have completed 6 weeks practicals from the above school(s), keeping in view the career of the students.

The Committee ratified the decision taken by the Board.

**ADDITIONAL ITEM III : TO CONSIDER ADDITION OF RULE 59(v) IN CHAPTER 8 OF THE EXAMINATION BYELAWS RELATING TO DECLARATION OF RESULT**

The Committee was informed that proposal has been received from one of the Regional Office of the Board for including Disclaimer in Rule 59. The Legal Advisor vide his opinion dated 18.1.2012 has also recommended for including the Disclaimer. The Committee resolved to add Rule 59(v) as under in the Examination Byelaws:

"The Board shall not be responsible for any inadvertent error in declaration/communication of result and will be at liberty to revise the result as and when it is brought to the notice of the Board".

**ADDITIONAL ITEM IV : TO CONSIDER ADDITION OF ONE MORE FUNDAMENTAL DUTY UNDER ARTICLE 51-A CHAPTER IV-A IN THE EXAMINATION BYELAWS**

The Legal Advisor vide his opinion dated 18.1.2012 has stated that one more Fundamental Duty has been added in the Constitution of India the same may also be incorporated in the Byelaws. The Committee resolved that the Fundamental Duty as under be also included in the Examination Byelaws:

"(k) a parent or guardian to provide opportunities for education to his child or as the case may be ward between the age of six and fourteen years."

**ADDITIONAL ITEM V : TO CONSIDER THE CANDIDATURE OF 20 STUDENTS WHO COULD NOT PASS CLASS XI BUT ARE REGISTERED TO APPEAR FOR THE AISSCE 2012.**

The Committee was informed that details of 20 candidates who were failure in two or three subjects in class XI and subsequently passed in Supplementary/comptt. Examination conducted by their respective schools and had sought admission in Class XII in other schools for appearing in AISSCE-2012 has been received from R.O(Ajmer). As per Examination Byelaws the candidate who is failed in one of the five main subjects is placed under Compartment category in class XII Examination. Further, in this context in a reply dated 09.12.2011, the Principal Kendriya Vidyalaya, Jaisalmer, also stated that as per rule of the KVS under section 106-D, "If a candidate of class IX or XI secures less than 33% marks in one or

two subjects, he is eligible to appear in the Compartment Examination." In addition to above, as per decision of High Court, Delhi and policy of Directorate of Education, Delhi, "if a candidate of class XI who fails in two subjects and having 25% marks is eligible for grace marks of 10 numbers."

The Committee considered the issue in the light of the rules of the Board, the Kendriya Vidyalaya Sangathan and Directorate of Education and resolved as under:

- a) the candidates who have failed in class XI in two subjects but later declared pass after supplementary/compartement Examination be permitted to appear for the Class XII examination in the year 2012;
- b) the candidates failing in three subjects in class XI though promoted to class XII after supplementary/compartement Examination conducted by their respective school be not permitted to appear at the AISSCE-2012
- c) For future the Examination Committee resolved that a Committee be constituted to suggest the criteria regarding number of subjects to be allowed for Comptt. Examination in Class XI by the schools.

**ADDITIONAL ITEM VI WITH THE PERMISSION OF THE CHAIR – ADDITION OF MEMBER(S) ON THE CURRICULUM AND EXAMINATION COMMITTEES OF THE BOARD**

In view of the changes being introduced in the academic stream having bearing on the examination system the Committee agreed that Controller of Examinations may be a Member on the Curriculum Committee and Director(Academic) & Director(Training) be the Members on the Examination Committee.

The Meeting then ended with a Vote of Thanks to the Chair.

Sd/-  
( M C SHARMA )  
CONTROLLER OF EXAMINATION

Sd/-  
(VINEET JOSHI)  
CHAIRMAN

CHAPTER -12 CBSE-I

## RULE 72

I. **ADMISSION OF STUDENTS TO A SCHOOL, TRANSFER/MIGRATION OF STUDENTS AND SCHEME OF EXAMINATION UNDER CBSE-i**1. **ADMISSION-GENERAL CONDITIONS**

1.1 A student seeking admission to any class in a 'School\*\*' will be eligible for admission to that class only if he :

- (i) has been studying in a school recognized by or affiliated to this Board or any other recognized Board of Secondary Education in India or other parts of the world;
- (ii) has passed qualifying or equivalent qualifying assessment/examination making him eligible for admission to that Class;
- (iii) satisfies the requirements of age limits (minimum and maximum) as determined by the **local authorities/Country** and applicable to the place where the School is located;
- (iv) produces :
  - a) the School Leaving Certificate/Transfer Certificate signed by the Head of the institution last attended and countersigned, if required by the local authorities designated for the purpose.
  - b) document(s) in support of his having passed qualifying or equivalent qualifying assessment/examination.
  - c) Date of Birth Certificate issued by the Registrar of Birth and Deaths, where-ever existing, as proof of date of birth.

**Explanation**

(a) A person who has been studying in an institution, which is not recognized by this Board or by any other recognized Board of Secondary Education of the concerned place, shall not be admitted to any class of a 'School' on the basis of Certificate(s) of such unrecognized institution attended by him earlier.

(b) For admission to classes IX, X, XI and XII, the student must have evidence of school based assessment and continuous and comprehensive evaluation reflected through grades recorded in the performance profile.

1.2 No student migrating from a School in a foreign country, other than the School affiliated to this Board, shall be eligible for admission unless an eligibility certificate in respect of such a student has been obtained from this Board for obtaining eligibility certificate from the Board, the Principal of the School to which admissions being sought will submit to the Board full details of the case and relevant documents with his own remarks/recommendations.

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\*\*A school in this chapter refers to any school offering CBSE-i curriculum



The eligibility certificate will be issued by the Board only after the Board is satisfied that the course of study undergone and assessment/examination qualified is equivalent to the corresponding class of this Board.

1.3 No person who is under the sentence of rustication or is expelled from any Board/University/School or is debarred from appearing in the assessment/examination by any Board/University, for whatever reason, shall be admitted to any class in a school offering CBSE-I.

1.4 No student shall be admitted or promoted to any subsequent higher class in any school unless he has completed the regular course of study of the class to which he was admitted at the beginning of the academic session and has achieved the performance targets of School Based Assessment at the end of the concerned academic session / term qualifying him for promotion to the next higher class.

1.5 No student shall be admitted in Class IX and above in a school affiliated with the Board after 31<sup>st</sup> day of August of the year except with prior permission of the Chairman, CBSE/Competent Authority. The application for permission to grant admission after 31<sup>st</sup> of August shall be routed through the Principal of the school specifying the reasons which are unavoidable. The candidate shall complete the required percentage of attendance (75%) for Class IX, X, XI and XII as per Examination Bye laws of the Board to make him/her eligible for the examinations conducted by the Board/School. In such cases where the admission by the candidate could not be taken in a higher class by the stipulated date because of the late declaration of result by the Board in respect of the Assessments/Examination conducted by it such permission would not be required, provided that the candidate applied for admission within a fortnight of the declaration of the result.

## 2. ADMISSION: SPECIFIC REQUIREMENTS

2.1 **Admissions up to Class VIII (i.e. Class VIII and below)** shall be regulated by the rules, regulations, orders applicable to the place where the school is located.

2.2 **Admission to Class IX** in a school shall be open only to such student who has completed a regular course of study for class VIII and achieved the Learning Outcomes of Grade VIII from an institution affiliated to the Board or to any recognized Board as per equivalency granted.

2.3 **Admission to Class X** - As the syllabus prescribed at Secondary level is of two years integrated course, no admission shall be taken in Class X directly. Provided further that admission to class X in a 'School' shall be open only to such a student who:

- (a) has completed a regular course of study of Grade IX from a 'School'/an institution affiliated to this Board and;
- (b) has been declared fit for promotion to Class X or obtained minimum Grade D in all the subjects as per the Scheme of Studies prescribed by the Board under Scholastic Area under the Continuous and Comprehensive Evaluation Scheme in Grade IX conducted by a 'School'/an institution affiliated to this Board / affiliated to any recognized Board in India or Abroad subject to submission of the Report Book and the Transfer Certificate of the student duly countersigned by the educational authorities of the Board/Country concerned.

2.4 **Admission to Class XI** under CBSE-i shall be open only to such a student who has qualified -

- a) Secondary school course (Grade X) conducted by the Board along with school based assessment over a period of two years in grades IX and X in subjects offered under the CBSE-i which may vary year to year.
- b) An equivalent certification course provided by any other recognized Board of Secondary Education / University in India or Abroad.

2.5 **Admission to Class XII** - the syllabus prescribed at Senior Secondary level is of two years integrated course, no admission shall be taken in Class XII directly. Provided further that admission to class XII in a 'School' shall be open only to such a student who:

- (a) has completed a regular course of study of Grade XI from a 'School' / an institution affiliated to this Board and;
- (b) has been declared fit for promotion to Class XII or obtained minimum Grade D in all the subjects as per Scheme of Studies prescribed by the Board in Scholastic Area in Grade XI conducted by a 'School' / an institution affiliated to this Board / affiliated to any recognized Board in India or Abroad subject to submission of the Report Book and the Transfer Certificate of the student duly countersigned by the educational authorities of the Board/Country concerned.

In case of all such admissions the schools would obtain post facto approval of the Board within one month of admission of the student

Notwithstanding anything contained in the Rules above, the Chairman, CBSE shall have the powers to allow change of school for better academic performance, medical reasons etc. to avoid undue hardship to any candidate(s).

### 3. **ADMISSION PROCEDURE**

3.1 Admission register in the form prescribed by the Local Government / Education Board concerned shall be maintained by the "School" where the name of every student joining 'the School' shall be entered.

3.2 Successive admission numbers must be allotted to students on their admission and each student should retain this number throughout the entire span of his schooling in a particular school. A student returning to the school after absence of any duration shall resume his original admission number.

3.3 If a student applying for admission to a school has attended any other school, an authenticated copy of the Transfer Certificate from his last school must be procured before his name can be entered in the Admission Register. The format of the Transfer Certificate is given at **Annexure -1** of these Bye-Laws.

3.4 In no case shall a student be admitted into a class higher than that for which he is entitled according to the transfer certificate.

3.5 A student shall not be allowed to migrate from one "School" to another during the session after his name has been sent to the Board for the CBSE-i Secondary School (Class X) and Senior Secondary School (Class XII) Assessments. This condition may be waived off in special circumstances by the Chairman of the Board.

3.6 A student leaving his school at the end of a session or who is permitted to leave his school during the session shall on payment of all dues, receive an authenticated copy of the Transfer certificate upto date. A duplicate copy may be issued if the head of the institution is satisfied that the original is lost but it shall always be so marked.

3.7 In case a student from an institution not affiliated to the Board seeks admission in a school affiliated to the Board offering CBSE-i, such a student shall produce a transfer certificate duly countersigned by educational authorities of Board/Country concerned.

3.8 If the statement made by the parents or guardian of a student or by the student himself (if he is a major at the time of his admission to a school) is found to contain any willful misrepresentation of facts regarding his/her career, the head of the institution may punish him as per the Rule applicable in the country where the school is situated and the matter may be reported to the Board.

#### **4. ACADEMIC QUALIFICATIONS TO UNDERTAKE A COURSE OF STUDY UNDER CBSE-I**

4.1 To undertake a course of study at Secondary level under CBSE-i, a candidate should have:

- (a) Studied and achieved the performance targets for the Middle School (Grade VIII) of a Board or of an affiliated/recognized school at least two years earlier than the year in which he would take Secondary Class X Summative Assessments conducted by the Board / the Senior Secondary School affiliated to the Board;
- (b) Secured a grade higher than grade E in each of the subjects of internal assessment at the examination referred to at (a) above;

4.2 To undertake a course of study at Senior Secondary level under CBSE-i, a candidate should have:

- (a) Studied and qualified the Secondary level course (Grade X) of a Board or of an affiliated/recognized school at least two years earlier than the year in which he would take Senior Secondary Class XII Examination conducted by the Board.
- (b) Secured a grade higher than grade E in each of the subjects of internal assessment at the examination referred to at (a) above;

#### **5. ADMISSION TO EXAMINATIONS**

##### **5.1 General**

Notwithstanding anything contained in these Byelaws, no candidate who has been expelled or is under the punishment of rustication or is debarred from attending regular school for any reason whatsoever shall be admitted to any Assessments of the Board for CBSE-i.

##### **5.2 QUALIFICATION FOR SECONDARY LEVEL EXAMINATION**

- (a) Qualified the Middle School (Grade VIII) of the Board or of an affiliated/recognized school at least two years earlier than the year in which he would take Secondary Class X Summative Assessments conducted by the Board / the Senior Secondary School affiliated to the Board;
- (b) Secured a grade higher than grade E in each of the subjects of internal assessment at the examination referred to at (a) above;

(c) Qualified Class IX from a school affiliated to the Board or any other recognized Board in India or Abroad at least one year earlier than the year in which he would take the Secondary Grade X Summative Assessment conducted by the Board / Senior Secondary School.

### 5.3 QUALIFICATION FOR SENIOR SECONDARY LEVEL EXAMINATION

- (a) Qualified the Secondary School (Grade X) of the Board or any other recognized Board in India or Abroad at least two years earlier than the year in which he would take Senior Secondary Class XII Examination conducted by the Board;
- (b) Secured a grade higher than grade E in each of the subjects of internal assessment at the examination referred to at (a) above;
- (c) Qualified Class XI Examination from a school affiliated to the Board or any other recognized Board in India or Abroad at least one year earlier than the year in which he would take the Senior Secondary Grade XII Examination conducted by the Board.

## 6 REGULAR CANDIDATES

**6.1 Definition-** for the purpose of the Byelaws contained in this chapter unless there is something repugnant in the subject or context, a "Regular Candidate" means a student enrolled in a school, who has pursued a regular course of study in a school and seeks admission as such to the CBSE-i Assessment Examination of the Board at Secondary and Senior Secondary levels.

**6.2 Explanation -**A candidate whose name is struck off from the rolls of the School after submission of his name/application for admission to the Summative Assessments conducted by the Board at Secondary and Senior Secondary levels shall cease to be a candidate and as such will not be eligible for admission to the examination conducted by the Board/School.

## 7 ADMISSION TO ASSESSMENT / EXAMINATION FOR REGULAR CANDIDATES

7.1 CBSE-i Secondary level Grade X and Senior Secondary level Grade XII Assessment / Examination will be open to such regular candidates who have submitted duly completed application for admission to concerned Assessment/Examination in the manner prescribed by the Board, along with the prescribed fee (vide Annexure II), forwarded to the Board by the Head of the Institution/School with the following, duly certified:

- 1) possesses the academic qualifications laid down in Rule 5 of this chapter;
- 2) has not passed equivalent or higher examination of any other Board or University;
- 3) is on the active rolls of the School;
- 4) has completed a "regular course of study", as defined and detailed in Rule 8 given below of this Chapter, in a school in the subjects in which he would appear in Assessment/ Examination concerned;
- 5) bears a good moral character and is of good conduct; and
- 6) satisfies all other provisions, applicable to him/her, of the Examination Byelaws and any other provision made by the Board governing admission to the Assessment/ Examination concerned, if any.

7.2 It is mandatory upon a school affiliated to the Board and offering CBSE-i to follow the Examination Bye Laws of the Board;

- f) Movement of wards of expatriates to their homeland in exceptional circumstances.

## **10 DETAINING OF ELIGIBLE CANDIDATES**

In no case the Heads of affiliated schools shall detain eligible candidates from appearing at the Summative Assessment/ Examination.

## **11 PRIVATE CANDIDATES**

For the purpose of the Bye-Laws contained in this Chapter unless there is something repugnant in the subject or context, a 'Private Candidate' means a person who is not a regular candidate but, under the provisions of these Bye-Laws, is allowed to undertake CBSE-i Summative Assessment / Examination at Secondary / Senior Secondary level.

### **11.1 PERSONS ELIGIBLE TO APPEAR AS PRIVATE CANDIDATE IN CBSE-I**

A candidate who has completed a regular course of study from a school affiliated to the Board which is offering CBSE-i but could not qualify the Secondary / Senior Secondary level Summative Assessment / Examination will be eligible to reappear at the subsequent Summative Assessment/Examination as a Private Candidate in the syllabus and textbooks as prescribed for the Assessment / Examination of the year in which he will reappear.

### **11.2 PROCEDURE FOR SUBMISSION OF APPLICATION OF PRIVATE CANDIDATES**

(i) A private candidate must submit to the Board within the prescribed limit an application in the form prescribed together with the prescribed fee for the examination (vide Annexure II) and three copies of passport size photographs duly signed by the candidate and countersigned by the Head of a School affiliated to the Board.

(ii) If the application of a private candidate is received after the prescribed date, he shall pay late fee as prescribed.

(iii) When a private candidate's application for admission to the examination is rejected on account of non-eligibility or making any false statement, the full amount of fee remitted shall be forfeited.

(iv) A private candidate shall not be allowed to offer a subject which is not being taught in an affiliated School.

(v) Private candidates shall not be allowed to offer such subjects for the examination which involve practical work except in the case of candidates who have not qualified earlier and had completed regular course of study at an institution affiliated to the Board in the previous academic year.

## **12 EXEMPTIONS TO THOSE STUDENTS WHO ARE DIFFERENTLY ABLED SUCH AS BLIND, PHYSICALLY HANDICAPPED, AUTISTIC, DYSLEXIC, SPASTIC AND OTHER CATEGORIES DEFINED IN THE PERSONS WITH DISABILITIES ACT, 1995.**

(i) Spastic, Blind, Physically Handicapped, Dyslexic and Autistic appearing for the Secondary/Senior Secondary School Examination is permitted to use an amanuensis and shall be allowed an additional time as given below:

|                                |            |
|--------------------------------|------------|
| For paper of 3 hours duration  | 60 minutes |
| For paper of 2½ hours duration | 50 minutes |
| For paper of 2 hours duration  | 40 minutes |
| For paper of 1½ hours duration | 30 minutes |

(i) The Board will consider the Physio-therapeutic exercises as equivalent to Physical and Health Education course of the Board

(ii) Candidates with visual and hearing impairment, Spastic, Dyslexic and Autistic students have the option of studying one compulsory language as against two in class X. Besides one language, any four of the following subjects can be offered :

**Science, Social Science, Mathematics (Core or Elective) another language from those offered by the Board**

### 13 USE OF AMANUENSIS AND APPOINTMENT OF AMANUENSIS

(i) Amanuensis may be allowed in the following cases:

- (a) to a blind, physically handicapped or spastic candidate
- (b) on sudden illness rendering the candidate unable to write as certified by a Medical Officer of the rank not lower than Assistant Surgeon
- (c) in the case of an accident rendering the candidate unable to write the examination as certified by a **registered** Medical Officer

(ii) The amanuensis must be a student of a class lower than the one for which the candidate is taking the examination.

(iii) The Superintendent of the examination centre concerned shall choose a suitable amanuensis and forward immediately to the Board, a report giving full particulars of the candidate and of the amanuensis for his consideration and approval.

(iv) The Superintendent shall arrange a suitable room for the candidate for whom an amanuensis is allowed and appoint one special Assistant Superintendent to supervise his examination.

(v) The services of amanuensis shall be provided free of cost.

(vi) The amanuensis shall be paid by the Board remuneration as prescribed from time to time.

## II. SCHEME OF EXAMINATION AND QUALIFYING CRITERIA

### 14. GENERAL CONDITIONS :

(i) The Scheme of Assessment/examination and qualifying criteria for CBSE-i Secondary/Senior Secondary School Examination conducted by the Board shall be as laid down from time to time.

(ii) **School Based Assessments shall be conducted by the Schools as per the criteria laid down by the Board from time to time.**

(iii) The Board will conduct external assessment/examination at the end of Class X and XII in respect of students studying in schools affiliated to the Board upto Secondary/ Senior Secondary level. The weight of Summative Assessment (Board Based) may vary from year to year as prescribed by the board.

(iii) Class X and XII examinations will be based on the syllabi as prescribed by the Board for Class X and XII from time to time;

(iv) Number of papers, duration of assessment/examination and weightage for each subject/ paper will be as specified in the curriculum for the year and may vary from year to year.

(v) The assessment/examination would be conducted in theory as well as in practicals, depending upon the nature of the subject(s) and the marks/grades allotted will be as prescribed in the curriculum and also through circulars uploaded on the CBSE-i Portal.

(vii) Marks/grades shall be awarded for individual subjects.

(viii) There will be a compulsory online Performance Analysis Test focusing on assessment of analytical and interpretative skills of the students. The fee of this test will be included in the annual examination fee as conveyed to the school from time to time.

#### 15 **GRADING (CBSE-I SECONDARY/SENIOR SECONDARY SCHOOL EXAMINATIONS)**

(i) At the CBSE-i Secondary/Senior Secondary School Examination assessment of subjects under Scholastic Area shall be in numerical scores to be converted to Grades on a nine-point scale which shall be indicated in the Statement of Subject-wise Performance/Certificate of School-Based Assessment. Assessment in subjects under Co-Scholastic Areas shall also be in grades, as per Scheme of Studies.

(ii) The qualifying grade in each subject under Scholastic Area shall be minimum Grade D

(iii) The students shall be assessed in subjects under Scholastic Area using the conventional numerical marking and later converted into the grades and the same shall be awarded as under:

| MARKS RANGE  | GRADE | GRADE POINT |
|--------------|-------|-------------|
| 91-100       | A1    | 10.0        |
| 81-90        | A2    | 9.0         |
| 71-80        | B1    | 8.0         |
| 61-70        | B2    | 7.0         |
| 51-60        | C1    | 6.0         |
| 41-50        | C2    | 5.0         |
| 33-40        | D     | 4.0         |
| 21-32        | E1    | --          |
| 20 and below | E2    | --          |

(iv) Cumulative Grade Point Average (CGPA) shall also be reflected in the Statement of Subject wise Performance.

**Note:** Cumulative Grade Point Average (CGPA) is the average of Grade Points obtained in all the subjects excluding 6<sup>th</sup> additional subject as per Scheme of Studies. Subject wise and overall indicative percentage of marks can be assessed as under:

- Subject wise indicative percentage of marks =  $9.5 \times \text{GP of the subject}$
- Overall indicative percentage of marks =  $9.5 \times \text{CGPA}$

## 16. SCHEME OF EXAMINATIONS (SECONDARY/SENIOR SECONDARY SCHOOL EXAMINATION)

(i) Formative Assessment in the subjects under Scholastic Area for IX, X, XI, XII specific shall be undertaken by the schools. Summative Assessment may be taken by the Board for class X based on the specifications given in the Curriculum document and circulars available on the CBSE-i Portal. Assessment on Co-Scholastic areas may be based on the indicators of assessments provided.

(ii) The evaluation for subjects under Scholastic Area and Co-Scholastic Areas shall be based on cumulative record of the candidate during his/her continuous assessment in the school.

(iii) Schools are expected to maintain regular records of student's achievement and progress. These records are subject to scrutiny by the Board when it deems fit.

(iv) Subjects of study under Scholastic Area shall be assessed jointly by the School and Board. Details of question papers, marks and duration will be as per the Scheme informed by the Board from time to time.

## 17. MERIT CERTIFICATES

The Board will award Merit Certificates to such candidates who have obtained Grade A1 in all the five subjects (excluding the 6<sup>th</sup> additional subject) under Scholastic Area as per the qualifying criteria.

## 18. QUALIFYING CRITERIA

(i) A candidate will be eligible to get the Qualifying Certificate, if he/she gets a minimum Grade D in all the five subjects (excluding the 6<sup>th</sup> additional subject) under Scholastic Area in the main or at the subsequent five attempts of Improvement of Performance, as the case may be, and grades in the subjects under curriculum document and the Co-scholastic Areas and Core as stipulated in the CBSE-i Portal.

(ii) No overall grade shall be awarded. However, Cumulative Grade Point Average (CGPA) shall be indicated in the Statement of Subject wise Performance. Subject wise and overall indicative percentage of marks could be derived based on Grade Point/Cumulative Grade Point Average

(iii) In respect of a candidate offering an additional subject, the following norms shall be applied:

(a) The replacement shall satisfy the conditions as laid down in the Scheme of Studies.

(iv) Candidates exempted from one or more subjects under Scholastic Area and Co-Scholastic Area as well as Core Areas shall be eligible for appearing in the Formative and



Summative Assessments and result shall be declared subject to fulfillment of other conditions laid down in the Qualifying Criteria

(v) In order to be eligible to qualify Class IX and XI examination a candidate shall have to obtain minimum Grade D in all the five subjects(excluding the 6<sup>th</sup> additional subject) under Scholastic Area, as well as **minimum** grades in subjects under **Co-Scholastic** Area, as stipulated in the Scheme of the CBSE-i, at the main or the subsequent improvement of Performance attempt.

#### 19. ELIGIBILITY FOR IMPROVEMENT OF PERFORMANCE

A candidate obtaining Grades E1 or E2 in any or all the five subjects(excluding the 6<sup>th</sup> additional subject) under Scholastic Area, as per the Scheme of Studies, jointly examined by the School and Board shall be eligible for Improvement of Performance in any or all the five subjects.

#### 20. IMPROVEMENT OF PERFORMANCE

i) A candidate who has appeared for the CBSE-i Secondary/Senior Secondary School Examination conducted by the Board/Senior Secondary School affiliated to the Board and obtained Grades E1 or E2 in any or all the five subjects(excluding the 6<sup>th</sup> additional subject) under Scholastic Area, as per the Scheme of Studies, shall be eligible for improving his/her performance in any or all the five subjects and may reappear at the Improvement of Performance examination to be conducted by the Board for all such candidates to be held in the same year. The candidate will be issued Statement of Subject wise Performance/Certificate of School-Based Assessment provided he/she obtains minimum Grade D in at least five subjects (excluding the 6<sup>th</sup> additional subject) as per the Scheme of Studies and grades in the subjects under Scholastic Areas and Co-scholastic Areas.

ii) A candidate who fails to obtain minimum Grade D in the five subjects(excluding the 6<sup>th</sup> additional subject) under Scholastic Area at one **or all the** chance of Improvement of Performance at the Secondary/Senior Secondary School Examination shall be treated to have not qualified the examination and shall be required to reappear in all the subjects at the subsequent examination to be held in March of the subsequent year as per syllabi and courses **laid down for Summative Assessment II** for the year of examination concerned, in order to qualify the examination. The candidates' grades obtained in all the Formative Assessments and Summative Assessment I at the Main examination shall be carried over.

(iii) A candidate who fails to obtain minimum Grade D in the five subjects(excluding the 6<sup>th</sup> additional subject) under Scholastic Area at the Secondary School Examination conducted by the Board shall be provisionally admitted to class XI till he takes in the subsequent first chance Improvement of Performance to be held that year. His/her admission shall be treated as cancelled if he fails to obtain minimum Grade D in the five subjects(excluding the 6<sup>th</sup> additional subject) under Scholastic Area at the first chance Improvement of Performance.

#### 21. UPGRADING OF PERFORMANCE

(i) A candidate who has obtained minimum Grade D in the five subjects under Scholastic Area and a Qualifying Certificate of School Based Assessment at the Secondary/Senior Secondary School Examination may reappear at the examination for upgrading of performance in the main examination in succeeding year only, provided he/she has not pursued higher studies in the mean time. The candidates appearing for upgrading of performance in the examination can appear in the subject(s) only in which they have obtained minimum Grade D.

(ii) A candidate appearing for upgrading of performance shall appear in the syllabus prescribed for Summative Assessment II only for the year of examination or the final examination.

(iii) Candidates who appear for upgrading of performance shall be issued only Statement of Subject wise Performance reflecting the grades obtained in the said examination.

(iv) A candidate appearing for upgrading of performance in one or more subjects cannot appear for additional subject simultaneously.

## **22 . Other Conditions**

Rest of the conditions or any other conditions not specifically contained in this chapter, the Bye Laws laid down in other Chapters of the Examination Byelaws and amendment made there to from time to time will be applicable.

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## WEEDING OUT RULES

## ACEDMIC BRANCH

| S.N.   | NATURE OF RECORD  | PERIOD OF PRESERVATION  | Amendments suggested | Remarks |
|--|---|---|----------------------|---------|
| A.1.   | Curriculum Committee Agenda/Minutes   | Permanent   |                      |         |
| 2.   | Correspondence with NCERT regarding text books  | 15 years  |                      |         |
| 3.   | Correspondence with Ministry of Education-Ministry of Human Resource Development, Policy matters    | 15 years  |                      |         |
| 4.   | Copy Right Permission   | 15 years  |                      |         |
| 5.   | Scheme of Studies Academic/Vocational   | 10 years  |                      |         |
| 6.   | Correspondence with Organisations on Project Work /Oversees Projects                                | 10 years  |                      |         |
| 7.   | Files regarding Orientation programme/Seminars/Teacher Training                                     | One year after the audit  |                      |         |
| B.1.   | Constitution of Committee of courses file-appointment of Convener/members                           | 6 years(current terms & preceding terms)                            |                      |         |
| 2.   | File(Committee of courses(Subject-wise)   | 6 years   |                      |         |
| Note : Agenda and Minutes of the Committee of Courses be preserved for 15 years. |   |   |                      |         |
| C.1.   | Registration of Publishers  | 2 years(Current and preceding year)                                 |                      |         |
| 2.   | Miscellaneous correspondence  | 2 years(Current and preceding year)                                 |                      |         |
| (i)  | Queries from schools regarding syllabi and courses/changes in syllabuses                            | 2 years(Current and preceding year)                                 |                      |         |
| (ii)   | Correspondence/clarification about competitive programme of various agencies of national importance | 2 years(Current and preceding year)                                 |                      |         |
| (iii)  | Correspondence with different Boards/KVS/Directorate of Education/other agencies                    | Two years   |                      |         |
| D.1.   | Files pertaining to Textual Material  | Files to be preserved upto 5 years after the expiry of the validity |                      |         |

|      |  | terms   |                |  |
|------|--|---|----------------|--|
| 2.   | Printing of Syllabi & Courses                                  | Files to be preserved upto 5 years after the expiry of the validity terms |                |  |
| 3.   | Inviting Books from Private Publishers                         | Files to be preserved upto 5 years after the expiry of the validity terms |                |  |
| 4.   | File-circular/modification                                     | Files to be preserved upto 5 years after the expiry of the validity terms |                |  |
| 5.   | Diary/dispatch/attendance register etc.                        | As per norms of R & I Section   |                |  |
| E.1. | Casual Leave/Restricted Holiday leave account                  | One year  |                |  |
| 2.   | Parliament questions   | 5 years   |                |  |
| F.   | <b>File pertaining to workshop for preparing sample papers</b> |   | <b>2 years</b> |  |

#### AFFILIATION BRANCH

|    |   |   |  |  |
|----|---|---|--|--|
| 1. | Files concerning minutes of Affiliation committee and any other sub-committees appointed by the Chairman.                                       | 01 copy each of the Agenda and Minutes to be maintained permanently. Rest of the papers to be disposed of after a period of 5 years |  |  |
| 2. | Files regarding laying down norms of Affiliation and changes made therein from time to time.  | 5 years   |  |  |
| 3. | Files regarding laying down of minimum qualifications for the Heads and teachers in the schools.  | 5 years   |  |  |
| 4. | Files containing important decisions taken by the Govt. of India/Board in the matters of Affiliation and other allied subjects                  | 5 years   |  |  |
| 5. | Files containing important correspondence with the State Govts/Govt of India and other such Agencies with regard to matters of Affiliation etc. | 5 years   |  |  |
| 6. | Files in respect of each Institution affiliated with the Board:   | to be weeded out after 5 years of first affiliation after   |  |  |

|    |   |   |  |  |
|----|---|---|--|--|
|    |   | <p>getting the following Papers as a permanent record**</p> <p>i) All noting portions<br/> ii) Application for provisional affiliation/approval of middle class syllabus/upgradation/<br/> permanent affiliation<br/> iii) No objection Certificate issued by the State/UT Govt.<br/> iv) All the Inspection Reports</p> <p>v) All sanction letters<br/> vi) Papers concerning Court cases, if any.</p> | <p>First Inspection Report with following enclosures only:-</p> <ol style="list-style-type: none"> <li>1. NOC</li> <li>2. Land documents/certificate</li> <li>3. Registration of Society with Members of Association</li> </ol> <p>The latest inspection report with annexures including certificate of land, land documents, certificate of registration of society including Memorandum of Association, staff statement and latest 03 years audit report.</p> <p>Two years after final judgement</p> |  |
| 7. | Miscellaneous correspondence of routine | 2 years   |  |  |

|    |                      |         |  |  |
|----|----------------------|---------|--|--|
|    | nature               |         |  |  |
| 8. | Parliament questions | 5 years |  |  |

**Administration Branch I/Recruitment Cell/Vigilance Unit:**

|     |  |  |  |  |
|-----|--|--|--|--|
| 1.  | Personal File*   | 5 years after the date of retirement or incidence of leaving the organization, whichever is earlier  |  |  |
| 2.  | Service books of officials entitled to retirement/terminal benefits.                                 | 20 years after the date of retirement provided there is no litigation/representation. Pension orders in original to be pasted in Service Book. |  |  |
| 3.  | Commutation of pension(to be read with sl.no.2)  | 20 years after the date of retirement or 5 years after the death, whichever is earlier.  |  |  |
| 4.  | Service books of staff   | 20 years after the date of retirement provided there is no litigation/representation. Pension orders in original to be pasted in Service Book. |  |  |
| 5.  | Creation and classification of posts   | Permanent  |  |  |
| 6.  | Continuation/abolition/revival of posts  | Permanent  |  |  |
| 7.  | Conversion of temporary posts into permanent   | Permanent  |  |  |
| 8.  | Creation of posts  | Permanent  |  |  |
| 9.  | Revision of scales of pay  | 30 years   |  |  |
| 10. | Upgradation of posts   | Permanent  |  |  |
| 11. | Quarterly return to employment exchange and other monthly returns, statements, progress reports etc. | 2 years  |  |  |
| 12. | Arbitration & litigation cases   | 2 years after final judgement  |  |  |
| 13. | Cases of suspension/termination & other disciplinary action cases                                    | 5 years after retirement or death, whichever is earlier, provided the case has been finalized and there  | <b>Death-2 years.</b><br><b>Retirement/resignation- 5 years.</b><br><b>After-completion of</b> |  |

|   |   |   |   |                    |
|---|---|---|---|--------------------|
|   |   | is no appeal/period of appeal has lapsed. | penalty period-3 years.<br>Vigilance clearance records/register - 1 year<br>Samples of paper received from Admn.III - 2 years<br>Books received from Admn.III - to be sent to Library after 2 years.<br>Other files-As per record retention schedule of Administration.   |                    |
| 14.   | GPF nomination(Form part of service book)                     | Same as against item 2                    | 20 years after the date of retirement provided there is no litigation/representation.<br>Pension orders in original to be pasted in Service Book  |                    |
| 15.   | Gratuity  | 5 years after retirement/death.           |   |                    |
| *File includes correspondence & Note and orders |   |   |   |                    |
| 16.   | Office order/original file/register                           | 30 years in a scrap register              |   |                    |
| 17.   | Minutes of DPC/Selection Committee                            | Permanent                                 |   |                    |
| 18.   | Files/papers/documents relating to contracts, agreements etc. | 5 years after the expiry of agreement     | Files, Papers and documents relating to contracts, agreements etc. 05 years after contract/agreement is fulfilled or terminated. In case where audit objection raised, the relevant files and documents shall not, under any circumstances be allowed to be destroyed till such time as the objections have been cleared to | Suggested by RO(D) |

|     |   |   | the satisfaction of the audit |  |
|-----|---|---|-------------------------------|--|
| 19. | Register for maintaining particulars of records destroyed   | Permanent   |                               |  |
| 20. | Group Insurance Scheme/papers/Register  | Only agreement in a guard file be kept on permanent basis and connecting files be destroyed after 5 years |                               |  |
| 21. | Pay Bill register   | 35 years provided there is no court case.   |                               |  |
| 22. | Recruitment-condonation of break in service   | It will form a part of personal file  |                               |  |
| 23. | Scholarship cases   | 2 years after final payment   |                               |  |
| 24. | Medical reimbursement, tuition fee reimbursement, insurance of stores & other general files/documents which have been closed and not required for further correspondence. | 2 years after the audit.  |                               |  |
| 25. | Subsidiary files for Departmental Promotion Committee   | 5 years   |                               |  |
| 26. | Test papers/scripts etc.  | 5 years   |                               |  |
| 27. | All miscellaneous files   | 2 years(after it is closed)   |                               |  |
| 28. | Attendance Register   | 5 years   |                               |  |
| 29. | Nomination relating to family pension & DCR Gratuity  | Original nomination to be pasted in the service book.   |                               |  |
| 30. | Surety Bonds executed in favour of a temporary or a retiring employee.  | 2 years after the amount is recovered   |                               |  |
| 31. | Interest bearing advances -<br>Motorcar/Motorcycle/Bicycle/Table Fan/Computer   | 2 years after the advance is fully recovered/cleared and the accounts have been audited.                  |                               |  |
| 32. | Festival advance  |   |                               |  |
| 33. | G.P.F. advance  |   |                               |  |
| 34. | House Building Advance  |   |                               |  |
| 35. | Advance for tours   |   |                               |  |
| 36. | Pay advance   |   |                               |  |
| 37. | T.A. advance  |   |                               |  |
| 38. | L.T.C. advance  |   |                               |  |
| 39. | Advance for tour  |   |                               |  |
| 40. | Advance with transfers & retirement   |   |                               |  |
| 41. | Advance in lieu of leave salary   |   |                               |  |



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|-----|--|--|--|--|
| 42. | Advance in connection with natural calamities  |  |  |  |
| 43. | Advances incidental to the conduct of examinations   |  |  |  |
| 44. | Any other advances   |  |  |  |
| 45. | Income Tax records(Copies of Income Tax Returns submitted to I.T.O.etc.)   | 6 years  |  |  |
| 46. | Income Tax and C.D.S.calculations on various accounts  | 3 years after audit  |  |  |
| 47. | Withdrawal from G.P.F.for House Building, Higher technical education, medical etc.   | To form part of the Personal File  |  |  |
| 48. | Applications for recruitment   | 5 years(after the meeting of the selection committee/Departmental Promotion Committee) |  |  |
| 49. | Files regarding constitution of the Board and its various committees, meetings of the Board and follow up action on the directives of the Board.   | Permanent  |  |  |
| 50. | Files regarding amendment to the regulations of the Board including approval received from the Controlling Authority.  | Permanent  |  |  |
| 51. | Files/regarding formation of the Board as a registered society.  | Permanent  |  |  |
| (b) | Files containing annual returns filed with the Registrar of Societies & correspondence therewith.  | 5 years  |  |  |
| 52. | Minutes of the Governing Body of the Board along with the Agenda papers and Minutes and Agenda papers for the Statutory Committees as defined in the Manual(To be kept in hard-bound volumes). |  | <b>Permanent</b>   |  |
| 53. | Records of mini store, leave applications, concerned registers and any other file concerning administrative matters  | Retention period as indicated against respective matters under Administration Units.   |  |  |
| 54. | <b>Answer Sheets, un-used Question papers, application forms along</b>   |  | <b>6 months from the date of final selection/declarati</b> |  |

|     |   |  |  |  |
|-----|---|--|--|--|
|     | with the relevant material of recruitment test of different category of posts in CBSE of all groups   |  | on results/issuance of appointment letters                                     |  |
| 55. | Application forms/folders along with relevant material of National and CBSE awardee teachers as well as particulars of all other teachers/principals who are not selected for these awards. |  | 01 years from the date of distribution of National and CBSE awards to teachers |  |
| 56. | Minutes of Regional Selection Committees and Central award Committees for National/CBSE award to teachers and related files   |  | 10 years   |  |
| 57. | Files relating to DPCs/Selection Committees of all categories   |  | 20 years   |  |

#### Administration II & III

|    |   |  |  |  |
|----|---|--|--|--|
| 1. | Files regarding purchase of paper, ledger paper, pulp board, art paper, drawing sheets, ivory card, safety bages, binding material.   | 2 years provided there is no audit object/dispute pending  |  |  |
| 2. | Correspondence with Electricity Deptt.  |  |  |  |
| 3. | Correspondence with Regional Offices.   |  |  |  |
| 4. | Printing of answer-books, continuous stationery, forms, text-books, syllabi, L.O. & S.Q.P & Other Misc. printing & price fixation.  |  |  |  |
| 5. | Files regarding purchase of Office furniture, furnishing etc.   |  |  |  |
| 6. | Payment of bills pertaining to water & electricity, telephone, telex, Fax telegraphic addresses etc.  | Original bills to be attached with payment vouchers. Other papers be weeded out after 2 years provided there is no audit objection/dispute |  |  |
| 7. | Misc. files such as purchase of stationery, liveries, sale of used answer-books, rubber stamps, name plates etc., hire of furniture, tempo, trucks etc., preparation of medals and maintenance of furniture |  |  |  |

|     |  |   |  |  |
|-----|--|---|--|--|
|     | & equipment etc.   |   |  |  |
| 8.  | Files regarding installation of telephones, telexes, fax, electric meters, water meters, lease deeds of properties, agreements of properties etc.  | Permanent   |  |  |
| 9.  | Building construction files with all other relevant files.   | Permanent   |  |  |
| 10. | Purchase of Motor Vehicle, Three Wheeler, Motor Cycle, Cycle, Air conditioners, Fans, Water Coolers, Type Writers, duplicators, photocopying machines and any equipment of this type or any other article having a long life span. | One year after condemnation & audit   |  |  |
| 11. | Computer & allied equipment  | One year after condemnation & audit   |  |  |
| 12. | File regarding repair of office equipment  | 2 years after completion of audit provided there is no audit objection                                    |  |  |
| 13. | Files regarding Maintenance of buildings   | 2 years after audit   |  |  |
| 14. | Disposal of unusable items   | 2 years after audit   |  |  |
| 15. | Purchase of electrical items   | 2 years after audit   |  |  |
| 16. | Purchase of cycles   | 2 years after audit   |  |  |
| 17. | Purchase of office books   | 2 years after audit   |  |  |
| 18. | Hiring of accommodation  | 2 years after the vacation of the building provided there is no audit objection or legal dispute pending. |  |  |
| 19  | Files, papers and documents relating to contracts, agreement etc. (suggestion from RO(D))  |   | 05 years after contract/agreement is fulfilled or terminated; In case where audit objections have been raised, relevant files and documents be retained till such time the objections are cleared to the satisfaction of the |  |

|  |  |  |              |  |
|--|--|--|--------------|--|
|  |  |  | <b>audit</b> |  |
| Note : All other files/documents of Administration II are of permanent nature. |  |  |              |  |

**Cash/Stores/Accounts Branch**

|     |   |   |  |                |  |
|-----|---|---|--|----------------|--|
| 1.  | General Balance Sheet and Minutes of Finance Committee with agenda  | Permanent records in a Master file, subsidiary files may be disposed off after 5 years. |  |                |  |
| 2.  | Cash Book   | 10 years  |  |                |  |
| 3.  | Income Register(detail books)   | 10 years  |  |                |  |
| 4.  | Bank book   | 10 years  |  |                |  |
| 5.  | Expenditure Register  | 10 years  |  |                |  |
| 6.  | Dead stock register   | Permanent   |  |                |  |
| 7.  | Counter-foils/cheque books  | 1 year after the audit  |  |                |  |
| 8.  | Vouchers(contingent)  | 10 years  |  |                |  |
| 9.  | Cheque A/C register & receipt account registers   | 10 years  |  |                |  |
| 10. | Outstanding cheque lists & bank statements  | 5 years   |  |                |  |
| 11. | Subsidiary registers, C.C.examination, head-wise register   | 5 years or one year after audit, whichever is later                                     |  |                |  |
| 12. | TA/DA register  | 5 years or one year after audit, whichever is later                                     |  |                |  |
| 13. | Acquittance Roll  | 35 years or one year after the completion of audit, whichever is later                  |  |                |  |
| 14. | Money Order Register  | 2 years or audit whichever is later   |  |                |  |
| 15. | Receipt Books   | 2 years   |  |                |  |
| 16. | Deposit Slips(Bank)   | 2 years   |  |                |  |
| 17. | Advance Register(temporary advance)   | 2 years   |  |                |  |
| 18. | Correspondence files  | 2 years   |  |                |  |
| 19. | Files concerning budget estimate and revised Budget Estimate  | 2 years   |  |                |  |
| 20. | Subsidiary payment register   | 5 years after audit   |  |                |  |
| 21. | Stationery/consumable register  | 2 years   | In case of any objection from audit these be kept till the settlement of objection |                |  |
| 22. | Indent Forms  | 2 years   |  |                |  |
| 23. | Answer-books A/C regarding(answer-books)  | 2 years   |  |                |  |
| 24. | Forms Register  | 2 years   |  |                |  |
| 25. | Audit & inspection  | 2 years after the next inspection provided all items have been settled.                 |  |                |  |
| 26. | <b>Reconciliation Statement with files, FDRs files, Budget files and Monthly Statement with files may be preserved .(suggestion received from</b> |   |  | <b>5 years</b> |  |

|                                    |                          |  |  |  |
|------------------------------------|--------------------------|--|--|--|
|                                    | RO Ajmer)                |  |  |  |
| <b>Receipt &amp; Issue Section</b> |                          |  |  |  |
| 1.                                 | Despatch Register        | 2 years or upto completion of audit provided there is no objection of audit. |  |  |
| 2.                                 | Diary Register           |  |  |  |
| 3.                                 | Journals                 |  |  |  |
| 4.                                 | File of Franking Machine |  |  |  |
| 5.                                 | IPO/BD Register          |  |  |  |
| 6.                                 | Peon Books               | 2 years.   |  |  |

**Examinations :**

|     |  |                                     |  |  |
|-----|--|-------------------------------------|--|--|
| 1.  | Files & Minutes of Examination Committee, guard files, court cases and their decisions | Permanent                           |  |  |
| 2.  | Statistics(records) for all examination sections                                       | 10 years                            | 5 years  |  |
| 3.  | Parliament question correspondence with the Ministry of Human Resource Development     | 5 years                             |  |  |
| 4.  | Admission Cases files  | 2 years                             | 01 year after dispatch of Pass Certificates of the exam.year |  |
| 5.  | Cases of refund/holding over   | 2 years or audit whichever is later |  |  |
| 6.  | Statement of examination fee for the reimbursement for SC/ST candidates                |                                     |  |  |
| 7.  | Printing of forms orders etc.  |                                     |  |  |
| 8.  | Exemption from third language to foreign nationals                                     |                                     |  |  |
| 9.  | Proforma for showing internal subjects results   |                                     |  |  |
| 10. | Change of subjects/code  | 2 years                             | 01 year after dispatch of Pass Certificate of the exam.      |  |
| 11. | Change of Centre file  | 2 years                             |  |  |
| 12. | Correspondence regarding appointment of Centre Supdt.                                  | 2 years                             |  |  |
| 13. | Correspondence regarding fixation of centres   |                                     |  |  |
| 14. | Correspondence regarding late declaration of results/Result Late cases                 |                                     |  |  |
| 15. | Correspondence regarding corrections in candidates                                     |                                     |  |  |

|     |   |  |  |  |
|-----|---|--|--|--|
|     | name/date of birth, father's name in Marks-Statement/Certificates |  |  |  |
| 16. | Proforma for probable No. of candidates                           | 1 year   |  |  |
| 17. | Appointment of Inspectors   | 1 year   |  |  |
| 18. | Computerised list of candidates & proformae                       | 1 year   |  |  |
| 19. | Miscellaneous correspondence by each group                        | 1 year   |  |  |
| 20. | Attendance Sheet/Centre Memo                                      | 1 year(except for RL/RW cases)                         | 1 year. For RL/RW cases 1 year after declaration of result |  |
| 21. | List of candidates  | 10 years from the year of Examination.                 |  |  |
| 22. | Forms for Private/Improvement candidates                          | 10 years from the year of Examination.                 |  |  |
| 23. | Fee Statement   | 2 years after audit                                    |  |  |
| 24. | Attendance Register   | 5 years  |  |  |
| 25. | Correspondence with Private candidate                             | 1 year after the audit                                 |  |  |
| 26. | Correspondence with affiliated School                             | 1 year after the audit                                 |  |  |
| 27. | <b>Period for preservation of IX and XI Registration Records</b>  | Alongwith the answer books of the relevant examination |  |  |

**COORDINATION UNIT/SECRET UNIT/COMPUTER UNIT**

|    |  |  |  |  |
|----|--|--|--|--|
| 1. | Important Notes & Orders file  | 10 years   |  |  |
| 2. | File of correspondence with the moderators/paper setters regarding text book | 2 years  |  |  |
| 3. | Files of notes & orders regarding marking scheme & books                     | 2 years  |  |  |
| 4. | Books  | To be retained in the Secret Unit till these are prescribed thereafter retained in the Library |  |  |
| 5. | Press release of result  | 2 years  |  |  |
| 6. | File for setting of question papers for Class X/XII examination              | 3 years provided there is no litigation  |  |  |
| 7. | File for moderation of question papers                                       | 3 years provided there is no litigation  |  |  |
| 8. | Statistics of results file   | 20 years. To be maintained by Computer Unit.   |  |  |

|     |   |  |  |  |
|-----|---|--|--|--|
| 9.  | Office copies of letters sent to the paper setters regarding marking scheme.  | 3 years                                  |  |  |
| 10. | File of complaints of question papers.  | 2 years provided there is no litigation. |  |  |
| 11. | Misc. Inter departmental  | 1 year                                   |  |  |
| 12. | Correspondence file   | 1 year                                   |  |  |
| 13. | <b>Set of Question papers administered</b>  |  | <b>03 years including the year of examination</b>  |  |
| 14. | Blue-print copies of the modified marking scheme of all the examinations  | 1 year                                   |  |  |
| 15. | Empty question papers envelopes   | 1 Month after the examination is over    |  |  |
| 16. | The extra question papers which are left unused after preparing sets for office use/sale  | 2 months                                 |  |  |
| 17. | <b>Files pertaining to policy decisions for Physically handicapped children, printing of LOC/Registration forms-cards/datesheets/ UFM cases/Marking Schemes</b> |  | <b>Noting Portion - permanent record</b><br><br><b>Correspondence portion - 05 years including the year of examination</b> |  |
| 18. | File regarding correspondence with the Publishers regarding obtaining of text books   | 2 years                                  | <b>Deleted</b>   |  |
| 19. | File pertaining to workshop for preparing sample papers   | 2 years                                  | <b>Shifted to Academic Unit</b>  |  |

### CONFIDENTIAL BRANCH

|    |   |  |  |  |
|----|---|--|--|--|
| 1. | Index Registers of examiners  | 2 years                                  |  |  |
| 2. | File of printing of forms   | 2 years                                  |  |  |
| 3. | Files regarding appointment of Chief Secrecy Officers/Secrecy Officers  | 2 years after audit.                     |  |  |
| 4. | File containing important circulars received from the Academic Branch with regard to changes in the syllabus. | 3 years provided there is no litigation. |  |  |
| 5. | The examiners applications and merit lists along with acceptance forms and assessment reports.                | 2 years                                  |  |  |
| 6. | Files containing bills of secrecy teams and Class IV  | One year after audit.                    |  |  |

|     |  |  |  |  |
|-----|--|--|--|--|
|     | staff therefo.   |  |  |  |
| 7.  | Casual leave Account   | 1 year   |  |  |
| 8.  | (i) Cases for unfair means   | 1 year provided no court case/dispute is pending             |  |  |
|     | (ii) Order of the Committee  | Permanent.   |  |  |
| 9.  | Form of receipt of the delivery of answer books bags which are received from the examiners     | 1 year   |  |  |
| 10. | Form of Certificate from Head/Additional Head Examiners  |  |  |  |
| 11. | Form of attendance sheets of examiners   |  |  |  |
| 12. | Relation appearing/refusal & general correspondence with the examiners                         |  |  |  |
| 13. | Form of script mark-sheet proforma from Head-Examiner/Additional Head-Examiner.                |  |  |  |
| 14. | Proforma of the relation appearing of the official   |  |  |  |
| 15. | Letter received in the office underlivered in Unfair Means Cases.                              |  |  |  |
| 16. | Stationery receipts which are received from the secrecy officer                                |  |  |  |
| 17. | Forms for the use of Head Examiners  | 3 Months from the date of declaration of the results         |  |  |
| 18. | Forms of report on students performance by Head-Examiner/Additional Head-Examiner/Sub-Examiner | To be forwarded to Academic Branch and weeded after one year |  |  |

### Answer Book Cell

|    |   |          |                 |  |
|----|---|----------|-----------------|--|
| 1. | Duplicate copies of the award lists of all the Examinations   | 1 year   |                 |  |
| 2. | Extra copies of computerized tabulation registers and gazette may be kept for one year/burnt after one year and one copy of the above may be kept for the permanent record in the Regd./ <b>Regional</b> Office | 35 years | <b>50 years</b> |  |
| 3. | Memo regarding acknowledgement of answer books  | 1 year   |                 |  |



|  |  |                                       |  |  |
|--|--|---------------------------------------|--|--|
| 4.   | a) Answer books of candidates(both for main and comptt./IOP examination)   | 02 months after declaration of result | 02 months after declaration of result in respect of such candidates who have not applied for verification of marks/grades or sought photocopy of the answer book   |  |
|  | b) answer books in cases where mistake has been detected on account of verification of marks/grades and those cases seeking photocopy of answer book(s). |                                       | Mistake detected on account of Verification of marks/grades - 01 year from the date of declaration of result<br><br>In case of providing photocopy of answer book(s) - 01 year if no RTI case received and 03 years if RTI case received |  |
|  | c) answer books of sub-judice cases  |                                       | 01 year after the final judgement  |  |
| 5.   | Evidence of Assessments<br>a) Class IX<br>b) Class X   |                                       | Alongwith the answer books of class X of the relevant examination  |  |
| 6.   | Award Lists  | 1 year                                |  |  |
| 7.   | Rechecking cases   | 1 year                                |  |  |
| 8.   | Correspondence files   | 1 year                                |  |  |
| 9.   | Gazettes   | 35 years                              | 50 years   |  |
| 10.  | Tabulation Result sheets   | 35 years                              | 50 years   |  |
| Note : Provided there are no court cases pending (Serial no.1-9) |  |                                       |  |  |
| 1.   | Practical Award List   |                                       | 3 years  | Suggestion received from RO(Ajmer) because as per rules of |

|    |  |  |   |   |
|----|--|--|---|---|
|    |  |  |   | the Board marks of Practical Examination of a candidate can be carried forward upto three years |
| 2. | Slips of Theory Answer Books (containing real & fictitious Roll Nos. |  | may be sold after tearing the same in two pieces in place of burning in order to avoid pollution and safety of environment. |   |

### Marks & Migration Branch

| S.N. | NATURE OF RECORD   | PERIOD PRESERVATION | OF | Amendment suggested | Remarks   |
|------|--|---------------------|----|---------------------|---|
| 1.   | Counter-files original certificates issued by the Board to the candidates for passing the Board's examinations | 35 years            |    | 50 years            | As the candidate passes class X at the minimum age of 15 & service period extends from 18 years to 65 years making the span of 50 years |
| 2.   | Counter foils of Mark Statement(X/XII)   | 15 years            |    |                     |   |
| 3.   | Tabulation registers and the gazettes of all the examinations conducted by the Board                           | 35 years            |    | 50 years            |   |
| 4.   | Papers relating to Central Board of High/Higher Education  | 35 years            |    |                     |   |
| 5.   | Maintenance of register for accounts of blank documents  | 35 years            |    | 50 years            |   |
| 6.   | Consumption registers for various documents for use of blank documents   | 35 years            |    | 50 years            |   |
| 7.   | List of candidates and application forms of Private  | 10 years            |    |                     |   |

|     |   |   |          |  |
|-----|---|---|----------|--|
|     | candidates  |   |          |  |
| 8.  | Papers relating to verification of educational certificates   | 1 year provided there is no court-case. |          |  |
| 9.  | Court cases   | 2 years after the date of decision      |          |  |
| 10. | Papers/orders relating to correction in names/surname/father's name/date of birth/change in name/surname/father's name          | 35 years                                | 50 years |  |
| 11. | Miscellaneous papers  | 1 year                                  |          |  |
| 12. | Application forms filled by the candidates for issue of various duplicate documents   | 1 year after audit                      |          |  |
| 13. | Registers for registration of requests for the issue of various duplicate document.   | 2 years after audit                     |          |  |
| 14. | Counter-foils of provisional/Migration/Date of Birth/Mark Statement, issued to the candidates as per requests submitted by them | 1 year                                  |          |  |

#### AIEEE BRANCH

| S.N. | NAME OF THE ARTICLE/DOCUMENT TO BE WEEDED OUT    | PERIOD OF PRESERVATION   | PROPOSED PERIOD OF PRESERVATION   |
|------|--|--|---|
| 1.   | Unsold Information Bulletin and Application Form | Upto the declaration of result of the AIEEE                      | To be preserved upto the declaration of result of the AIEEE.  |
| 2.   | Filled in application forms                      | One year   | To be preserved upto 30 <sup>th</sup> September every year. Record of the legal case is to be preserved till the final decision of the Hon'ble Court. |
| 3.   | Various Computer Reports of AIEEE                | One year   | To be preserved upto 30 <sup>th</sup> September every year.   |
| 4.   | Unused Text Booklets/Question Papers             | Three months from the date of declaration of result of the AIEEE | To be preserved upto 30 <sup>th</sup> September every year.   |
| 5.   | Answer Sheets                                    | Three months from the declaration of result of the AIEEE         | To be preserved upto 30 <sup>th</sup> September every year. Record of the legal cases is to be preserved till the final decision of the Hon'ble Court |
| 6.   | Correspondence related to                        | ---  | To be preserved upto two years.   |

|     |   |   |   |
|-----|---|---|---|
|     | preparation of AIEEE e.g. files of custodians, observers, evaluators, centres, Coordinators, law & order enforcement agencies, different tenders etc. except noting portion containing orders of the competent authority. |   |   |
| 7.  | Reports about the conduct of examination received from Observers, Co-ordinators, City Co-ordinators and Board's Representatives.  | ---   | To be preserved upto two years.   |
| 8.  | Miscellaneous Correspondence by each group  | ---   | To be preserved upto 30 <sup>th</sup> September every year.   |
| 9.  | Empty Question Paper/Test Booklet Envelopes received from centres for AIEEE   | Three months from the declaration of result of the AIEEE. | To be preserved upto 30 <sup>th</sup> September every year.   |
| 10. | Tabulation of candidates :  |   |   |
|     | a) Placed in Merit  | ---   | To be preserved upto five years   |
|     | b) Not placed in Merit  | ---   | To be preserved upto three years  |
|     | c) All candidates appeared in AIEEE   | ----  | To be preserved upto three years.   |
| 11. | Different filled in proforma received from the centre in the form of Appendices.  |   |   |
|     | a) Seating Plan   | ----  | To be preserved upto 30 <sup>th</sup> September every year.   |
|     | b)Undertaking from the candidate  | ----  | To be preserved upto 30 <sup>th</sup> September every year.   |
|     | c) Attendance sheet   | ----  | To be preserved upto 30 <sup>th</sup> September every year. Record of the Legal Case is to be preserved till the decision of the Hon'ble Court. |
|     | d)Absentee Proforma   | ----  | To be preserved upto 30 <sup>th</sup> September every year  |
|     | e) Receipt of QP by Cent. Supt.   | ----  | --do--  |
|     | f) Certificate for opening of sealed test booklet parcels   | ----  | --do--  |
|     | g) Certificate of packing of unused test booklet  | -----   | --do--  |
|     | h) Roomwise receipt of answer sheets  | -----   | To be preserved upto 30 <sup>th</sup> September every year  |
|     | i) Certificate of packing Answer Sheets.  | ----  | --do--  |

|     |   |      |   |
|-----|---|------|---|
|     | j) Challan Summary  | ---  | --do--  |
|     | k) Guidelines for Centre Supdt., Invigilators and Observers | ---- | --do--  |
|     | l) List of candidates selected for AIEEE                    | ---- | To be preserved upto one year   |
|     | m) Centre Notification                                      | ---- | --do--  |
|     | n) List of Observers and City Obs.                          | ---- | --do--  |
|     | o) List of Board's Representatives                          | ---- | --do--  |
|     | p) List of City Co-ordinators                               | ---- | ---do--   |
|     | q) List of Custodians                                       | ---- | --do--  |
|     | r) Receipt of Confidential Parcels by Cent.Supdt.           | ---- | To be preserved upto 30 <sup>th</sup> September every year  |
|     | s) Attendance Sheet of Paper-I/II                           | ---- | To be preserved upto 30 <sup>th</sup> September every year. Record of the Legal case is to be preserved till the final decision of the Hon'ble Court. |
|     | t) Master copy of list of candidates                        | --   | To be preserved upto one year   |
|     | u) Merit List Roll No.wise and Rankwise                     | ---  | To be preserved upto one year   |
| 12. | <b>EVALUATION OF AIEEE</b>                                  |      |   |
|     | a) Record of Evaluation of Answer books of(Architecture).   | ---  | --do--  |
|     | b) Proforma for handing/taking over of answer books         | ---  | --do--  |
|     | c) Near relation certificate                                | ---  | --do--  |
|     | d)Guidelines for Spot Evaluation                            | ---  | --do--  |
|     | e) Report of AHE  | ---  | --do--  |
|     | f) List of Evaluators                                       | ---  | --do--  |
| 13. | Despatch Register   | ---  | Preserved for Two years or upto the completion of Audit provided there is no audit objection.   |
| 14. | a) Diary Register   | ---- | --do--  |
|     | b) Journals   |      | --do--  |
|     | c) File of Franking Machine                                 | ---- | --do--  |
|     | d) IPO/BD Register  | ---- | --do--  |
|     | e) Peon Book  | ---  | --do--  |
| 15. | Records of Admn. & Accounts.                                | ---- | For all records, the preservation period would be similar to the existing weeding out rules .   |

JNVST

| S.N. | NAME OF THE ARTICLE/DOCUMENT | PERIOD OF PRESERVATION | OF | PROPOSED PERIOD OF PRESERVATION |
|------|------------------------------|------------------------|----|---------------------------------|
|------|------------------------------|------------------------|----|---------------------------------|

|    | TO BE WEEDED OUT          |  |   |
|----|---------------------------|--|---|
| 1. | Used & Unused Textbooklet | Three months from the date of declaration of result of the JNVST | To be preserved upto November-December  |
| 2. | Attendance Sheet          | -do-   | -do-  |
| 3. | Answer Sheet              | One year from the Declaration of result                          | To be preserved upto November-December every year. Record of the legal cases is to be preserved till the final decision of the Hon'ble Court. |

**PMT**

| SL.NO. | THE ARTICLE/DOCUMENT TO BE WEEDED  | PERIOD OF PRESERVATION   |
|--------|--|--|
| 1.     | Unsold Information Bulletin and Application Form.  | To be preserved upto the declaration of AIPMT Final result.  |
| 2.     | Filled in application forms including rejected forms.  | To be preserved upto 60 days after declaration of result. Records of the legal cases are to be preserved till the final decision of the Hon'ble Court, CIC, SIC and RTI Act cases. |
| 3.     | a) Various Computer Reports AIPMT (Pre.) Examination.  | To be preserved upto 60 days after declaration of result.  |
|        | b) Various Computer Reports AIPMT (Final) Examination.   | - do -   |
| 4.     | Unused text booklets/Question Papers<br>a) AIPMT (Preliminary)   | - do -   |
|        | b) AIPMT (Final)   | - do -   |
| 5.     | a) Answer sheets of AIPMT (Preliminary Examination.  | To be preserved upto 60 days after declaration of result. Record of the legal cases is to be preserved till the final decision of the Hon'ble Court.                               |
|        | b) Answer sheets of AIPMT (Final) Examination.   | To be preserved 60 days after declaration of result. Record of the legal/CIC/SIC cases & RTI cases is to be preserved till the final decision of the Hon'ble Court.                |
| 6.     | Correspondence related to preparation of AIPMT Examination e.g. files of custodians, observers, centres, coordinators, law & orders enforcement agencies, different tenders etc. except noting portion containing orders of the competent authority. | To be preserved upto 2 years   |
| 7.     | Reports about the conduct of examination received from Observers, Coordinators, City Coordinators and Board's Representative.  | - do -   |
| 8.     | Misc. correspondence by each group.  | To be preserved up to 60 days after declaration of result.   |
| 9.     | Empty Question Paper/Test Booklet  | To be preserved up to 60 days after  |

|     |   |   |
|-----|---|---|
|     | Envelopes received from centre for AIPMT (Pre & Final)  | declaration of result.  |
| 10. | Tabulation of candidates.<br>a) List of candidates selected for AIPMT Final examination                               | To be preserved up to three years.  |
|     | b) Placed in Merit  | To be preserved up to three years.  |
|     | c) Not placed in Merit  | To be preserved up to two years   |
|     | d) All candidates appeared in AIPMT (Preliminary)   | - Do -  |
| 11. | Different filled in proformae received from the centre in the form of Appendices.<br>A) AIPMT Preliminary examination |   |
|     | a) Seating Plan   | To be preserved upto 60 days after declaration of result.   |
|     | b) Undertaking from candidate   | To be preserved upto 60 days after declaration of result.   |
|     | c) Attendance Sheet   | To be preserved upto 60 days after declaration of result. Record of the legal case is to be preserved till the final decision of the Hon'ble Court. |
|     | d) Absentee Proforma  | To be preserved upto 60 days after declaration of result.   |
|     | e) Receipt of QP by Centre Supdt.   | - Do -  |
|     | f) Certificate for opening of sealed test booklet parcels   | - Do -  |
|     | g) Certificate of packing of unused test booklet  | - Do -  |
|     | h) Room wise receipt of answer sheets   | - Do -  |
|     | i) Certificate of packing of answer sheets.   | - Do -  |
|     | j) Challan Summary  | - Do -  |
|     | k) Guidelines for Centre Supdt., Invigilators and observers   | To be preserved upto one year.  |
|     | l) Centre Notification  | - Do -  |
|     | m) List of Observers and City Observers   | - Do -  |
|     | n) List of Board's Representatives  | - Do -  |
|     | o) List of City Co-ordinators   | - Do -  |
|     | p) List of Custodians   | - Do -  |
|     | <b>B) AIPMT Final Examination</b>   |   |
|     | a) Seating Plan   | To be preserved upto 60 days after declaration of result.   |
|     | b) Receipt of confidential Parcels by Centre Supdt.   | To be preserved upto 60 days after declaration of result.   |
|     | c) Attendance Sheet   | To be preserved upto 30 <sup>th</sup> September every year. Record of the legal/RTI cases   |

|     |   |  |
|-----|---|--|
|     |   | is to be preserved till the final decision of the Hon'ble/CIC/SIC                            |
|     | d) Absentee Proforma  | To be preserved upto 14 <sup>th</sup> August every year.                                     |
|     | e) Certificate of opening sealed parcels of QP                                | - Do -   |
|     | f) Certificate of packing of unused answer books/question papers              | - Do -   |
|     | g) Room wise receipt of answer books Answer Books                             | - Do -   |
|     | h) Certificate of packing answer books  | - Do -   |
|     | i) Challan Summary  | - Do -   |
|     | j) Guidelines for Centre Supdt. Invigilator & Observers                       | - Do -   |
|     | k) Master copy of list of candidates  | To be preserved upto one year.   |
|     | l) Merit list – roll no wise and rank wise                                    | - Do -   |
|     | m) Centre Notification  | - Do -   |
|     | n) List of Observers and City Observers                                       | - Do -   |
|     | o) List of Board Representatives  | - Do -   |
|     | p) List of City Co-ordinators   | - Do -   |
|     | q) List of Custodians   | - Do -   |
|     | r) Photocopies of the application form of candidates placed in Merit and Wait | - Do -   |
| 12. | Information Sheet filled in by successful candidates during counselling       | - Do -   |
| 13. | Dispatch Register   | Two years or upto the completion of Audit provided there is no audit objection.              |
| 14. | BNPL Dispatch records   | - Do -   |
| 15. | Diary Register  | - Do -   |
|     | Journals  | - Do -   |
|     | File of franking machine  | - Do -   |
|     | IPOO/BD Register  | - Do -   |
|     | Peon Book   | - Do -   |
| 16. | Records of Administration & Accounts  | For all records, the preservation period would be similar to the existing weeding out rules. |

#### METHOD OF WEEDING OUT

Approval would be obtained from the Competent Authority of the Board to weed out the records/documents as per weeding out rules. In case, any important records like answer sheet etc. is proposed to be weeded out, disposal should take place under the



supervision of a Committee comprising of atleast three officials and constituted/approved by the competent authority.

### **LEGAL CASES**

Before weeding out the records/documents, details of the Hon'ble Court cases and the cases under RTI Act-2005 would be obtained from the Joint Secretary(Legal)/Section Officer(Legal)/other related officials and the records of such cases would be preserved till the final decision of the Hon'ble Court or CIC in the matter.

### **PROFICIENCY TEST**

The weeding out rules as applicable for Class XII/X examinations will be applicable.

### **STUDENTS GLOBAL APTITUDE TEST**

Though all the record remains with the school(s) concerned, however, any record sent to the Board by the School be retained till 30<sup>th</sup> September of the year of examination and weeded out thereafter.

### **RTI Cases(uniformly applicable for all the Branches)**

| <b>Sl. No.</b> | <b>Nature</b>                                       | <b>Period of preservation</b>                         |
|----------------|---|---|
| 1.             | First application in case first appeal not received | 01 year from the date of receipt of the application   |
| 2.             | In case First Appeal received                       | 03 years from the date of receipt of the first appeal |

## ANNEXURE –V

### CENTRAL BOARD OF SECONDARY EDUCATION

Shiksha Kendra, 2, Community Centre,  
Preet Vihar, Delhi-110092.

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE BOARD HELD IN THE CHAMBER OF THE CHAIRMAN, CBSE, 17, ROUSE AVENUE, DELHI ON WEDNESDAY, THE 1ST FEBRUARY 2012 AT 11.00 A.M.**

#### **PRESENT :-**

- |    |  |                  |
|----|--|------------------|
| 1) | <b>Sh. Vineet Joshi</b><br>Chairman,<br>CBSE, Delhi.                                       | In the Chair     |
| 2) | <b>Sh. Apurva Chandra</b><br>Joint Secretary (SE)<br>MHRD,<br>Shastri Bhawan, New Delhi.   | Member           |
| 3) | <b>Sh. Ashok Gupta</b><br>Principal,<br>Indian International School,<br>Jaipur (Rajasthan) | Member           |
| 4) | <b>Dr. (Mrs.) Veera Gupta</b><br>Secretary,<br>CBSE, Delhi                                 | Member Secretary |

Sh. M.C. Sharma, Controller of Examinations, Dr. (Mrs.) Sadhna Parashar, Director (Training), Sh. A.S. Verma, Joint Secretary (A&L), Sh. Ajay Mishra, Deputy Secretary (F&A) & Sh. Harish Sharma, Senior Accounts Officer also attended the meeting.

**ITEM I TO CONFIRM THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 23<sup>RD</sup> AUGUST 2011 AND 15<sup>TH</sup> NOVEMBER 2011.**

The Committee approved the Finance Committee held on 23<sup>rd</sup> August 2011 and 15<sup>th</sup> November 2011.

**ITEM II TO REPORT ACTION TAKEN ON THE MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON 23<sup>RD</sup> AUGUST 2011 AND 15<sup>TH</sup> NOVEMBER 2011.**

The Committee noted the action taken on the Minutes of the Finance Committee held on 23<sup>rd</sup> August 2011 & 15<sup>th</sup> November 2011. The Committee was of the opinion that the decision of the Finance Committee should also be placed against action taken report. It was also decided that incomplete actions on minutes of action taken reports of previous finance committee meetings should also be reported. Office order should be issued to concerned unit for compliance / implementation once minutes have been approved.

**ITEM III TO CONSIDER THE EMPANELMENT OF HOSPITALS IN RESPECT OF HEADQUARTERS AND REGIONAL OFFICES DELHI**

The Committee deliberated on the issue with regard to empanelment of various hospitals. The committee resolved that hospitals / nursing homes impaneled by CGHS may be considered.

**ITEM IV TO CONSIDER FOR THE AWARD OF SCHOLARSHIP TO NON RESIDENT INDIAN (NRI) UNDER CBSE MERIT SCHOLARSHIP SCHEME FOR SINGLE GIRL CHILD X PASS.**

The Committee deliberated upon the issue with regard to consider for the award of scholarship to Non-Resident Indian (NRI). It was decided that the tuition fees may be revised to Rs. 6000/- from Rs. 1500/- per month for the schools located outside India and the proposal was approved.

**ITEM V TO REPORT ACTION TAKEN WITH REGARD TO PAYMENT OF LEGAL FEE TO SHRI TARA CHANDRA SHARMA, ADVOCATE, SUPREME COURT OF INDIA.**

In view of the facts brought before the Committee, the payment of Rs. 2,30,300/- (Rs. 2,07,350/- to Shri Tara Chandra Sharma, advocate and Rs. 22,950/- as TDS) has been regularized by the Finance Committee.

**ITEM VI TO CONSIDER INTRODUCTION OF A PILOT PROJECT ON VOCATIONAL COURSES (DESIGN FUNDAMENTAL, RETAIL, BUSINESS AND VOCATIONAL TEACHER EDUCATION) IN COLLABORATION WITH THE CENTRAL INSTITUTE OF TECHNOLOGY, WESTERN AUSTRALIA**

The proposal with regard to introduction of a pilot project on Vocational Courses (Design Fundamental Retail, Business and Vocational Teacher Education) in collaboration with the Central Institute of Technology, Western Australia was approved by the Committee in principle. The Board may sign a detailed MOU with the institute to move further to establish a framework for future co-operation. The payment may be linked with different stages of the course. The matter may again be placed before the next Finance Committee.

**ITEM VII INTERNATIONAL LIFE SKILLS, SCHOOL HEALTH & WELL BEING SUMMIT 2012 IN COLLABORATION WITH EXPRESSIONS INDIA.**

The proposal with regard to organize the conference of international life skills, school health & well being summit 2012 in collaboration with expressions india was approved by the Committee. It was also observed that such matters need not be brought before the Finance Committee as they pertain to administrative matter.

**ITEM VIII TO REPORT ORDERS OF THE HON'BLE CHAIRMAN WITH REGARD TO FRAME THE RECRUITMENT RULES FOR THE POST OF ASSISTANT RECORD KEEPER (PAY BAND OF PB-1 RS. 5200-20200+GP RS. 1900/-).**

The recruitment rules for the post of Assistant Record Keeper in PB-1 Rs. 5200-20200+Grade Pay Rs. 1900/- as cited below were approved by the Finance Committee.

|    |                                  |   |
|----|----------------------------------|---|
| 1. | Pay Band                         | PB-1 Rs. 5200-Rs. 20200+ GP Rs. 1900/-  |
| 2. | Age limit for direct recruitment | Between 18 to 27 years (age relaxation is given as per Govt. of India Rule)   |
| 3. | Eligibility conditions           | <u>Essential</u><br>i) 10+2 or equivalent<br>ii) Typing Speed of 30 w.p.m. or equivalent calculated speed on computer i.e. 8000 KDPH<br>iii) At least 02 years experience of record keeping preferably in Govt. Deptt/Office.<br>iv) Working knowledge of Windows, MS Office.   |
| 4. | Method of recruitment            | By promotion failing which by direct recruitment<br>1. Library Attendant/Daftries/Peons who have put in 04 years regular continuous service in the Board & having passed 12 <sup>th</sup> Class will be eligible for consideration for promotion to this post.<br><br>2. Those officials promoted to this post will have to qualify the typing test within six months from the date of promotion failing which they are liable to be reverted back to their substantive post. |

**ITEM IX TO REPORT ACTION TAKEN ON VERIFICATION CHARGES OF AIEEE RESULTS.**

The Committee noted the matter with regard to verification charges of AIEEE results.

**ITEM X TO REPORT ACTION TAKEN BY THE BOARD REGARDING AMENDMENT IN RECRUITMENT RULES FOR THE POSTS OF HINDI ASSISTANT, ASSISTANT, SENIOR ASSISTANT (COMPUTER) AND STAF CAR DRIVER.**

The matter was placed before the Committee and the committee approved the recruitment rules for the posts of Hindi Assistant, Assistant, Senior Assistant (Computer) & Staff Car Driver as below, it was decided that the manual typewriting speed may not be included as now typewriting is also being done on computers.

**Hindi Assistant**

| <b>Hindi Assistant</b>   |   |
|--|---|
| <b>Existing Recruitment Rules</b>  | <b>Amended Recruitment Rules</b>  |
| <p>Pay Scale: PB-1 of Rs.5200-20200+ GP Rs.2400/-</p> <p>Bachelor's degree with Hindi &amp; English as main subjects or either of the two as medium of examination and the other as main subject plus recognized diploma/certificate course in translation from Hindi-English &amp; vice-versa or 2 years experience of translation work from Hindi-English &amp; vise-versa in Central/State Govt. offices including GOI under takings.</p> <p>Age Limit:- 27 years</p> | <p>Pay Scale: PB-1 of Rs.5200-20200+ GP Rs.2400/-</p> <p>Bachelor's degree with Hindi &amp; English as main subjects or either of the two as medium of examination and the other as main subject plus recognized diploma/certificate course in translation from Hindi-English &amp; vice-versa or 2 years experience of translation work from Hindi-English &amp; vise-versa in Central/State Govt. offices including GOI under takings.</p> <p>Typing speed of 30 w.p.m. in Hindi on computer (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word)</p> <p>Age Limit:-</p> <p>27 years (Upper age relaxation to SC/ST/OBC/Persons with Disabilities/Ex-serviceman will be given as per Govt. of India rules.</p> |

## Assistant

| <b>Assistant</b>   |  |
|--|--|
| <b>Existing Recruitment Rules</b>  | <b>Amended Recruitment Rules</b>   |
| <p>Pay Scale: PB-1 of Rs.5200-20200+ GP Rs.2400/-</p> <p><b>Method of Recruitment:-</b> Direct recruitment</p> <p><b>Essential Qualifications</b></p> <p>(i) Graduate of a recognized university</p> <p>(ii) Typing Speed of 30 w.p.m. or equivalent speed of 9000 KDPH on computer</p> <p>(iii) Working Knowledge of Computer such as Windows, MS Office, Fox-Base/Fox-Pro, Unix, Use of Internet</p> <p><b>Desirable Qualifications-</b><br/>Experience of working in Govt. or Educational institutions for about three years</p> <p><b>Age Limit</b></p> <p>Below 25 years (Upper age relaxation for SC/ST/OBC/Ex-Serviceman will be given as per Govt. of India Rules.</p> | <p>Pay Scale: PB-1 of Rs.5200-20200+ GP Rs.2400/-</p> <p><b>Method of Recruitment:-</b> Direct recruitment</p> <p><b>Essential Qualifications</b></p> <p>(i) Graduate of a recognized university</p> <p>(ii) Typing Speed of 30 w.p.m. or equivalent speed of 9000 KDPH on computer</p> <p>(iii) Working Knowledge of Computer such as Windows, MS Office, Fox-Base/Fox-Pro, Unix, Use of Internet</p> <p><b>Desirable Qualifications-</b><br/>Experience of working in Govt. or Educational institutions for about three years</p> <p><b>Age Limit</b></p> <p>27 years (Upper age relaxation for SC/ST/OBC/ Persons with Disabilities/Ex-Serviceman will be given as per Govt. of India Rules).</p> |

## Senior Assistant (Computer)

| <b>Senior Assistant (Computer)</b>  |   |
|---|---|
| <b>Existing Recruitment Rules</b>   | <b>Amended Recruitment Rules</b>  |
| <p>PB-1 of Rs. 5200-20200+ Grad Pay Rs. 2400</p> <p><b>Nature of duty:-</b> Programming Assistance/Production/ Computer Operation.</p> <p><b>Essential Qualification:-</b><br/>Graduates with 50% marks with Post Graduate Diploma in Computer Applications/Information Technology/'O' level Certificate from DOEACC or Bachelor of Computer Applications OR B.Sc. Computer Science.</p> <p><b>Experience:-</b><br/>At least two years experience of working in a large data processing environment. Full</p> | <p>PB-1 of Rs. 5200-20200+ Grad Pay Rs. 2400</p> <p><b>Nature of duty:-</b> Programming Assistance/Production/ Computer Operation.</p> <p><b>Essential Qualification:-</b><br/>Graduates with 50% marks with Post Graduate Diploma in Computer Applications/Information Technology/'O' level Certificate from DOEACC or Bachelor of Computer Applications OR B.Sc. Computer Science.</p> <p><b>Experience:-</b><br/>At least two years experience of working in a</p> |

|  |  |
|--|--|
| <p>knowledge of Windows, MS Office, Fox-base/Fox-pro, Unix, Internet, html, Web page Design.</p> <p><b>Desirable:-</b><br/>Experience of working in unix environment.<br/><b>Age Limit:-</b><br/><br/>Between 18 to 25 years(age relaxation is given as per Govt. of India rule)</p> | <p>large data processing environment. Full knowledge of Windows, MS Office, Fox-base/Fox-pro, Unix, Internet, html, Web page Design.</p> <p><b>Desirable:-</b><br/>Experience of working in unix environment.</p> <p><b>Age Limit:-</b><br/>27 years (Upper age relaxation for SC/ST/OBC/ Persons with Disabilities/Ex-Serviceman will be given as per Govt. of India Rules)</p> |
|--|--|

### Staff Car Driver

| Staff Car Driver  |   |
|---|---|
| Existing Recruitment Rules  | Amended Recruitment Rules   |
| <p><b>Pay Band:</b> PB-1 of Rs. 5200-20200+ Grad Pay Rs. 1900</p> <p><b>Qualification:-</b><br/>(i) Having Motor Driving License for driving all types of Vehicle.<br/>(ii) 5 years experience of driving<br/>(iii) Middle pass</p> <p><b>Age Limit:-</b><br/><br/>Below 35 years</p> | <p><b>Pay Band:</b> PB-1 of Rs. 5200-20200+ Grad Pay Rs. 1900</p> <p><b>Qualification:-</b><br/>(i) Having Motor Driving License for driving all types of Vehicle.<br/>(ii) 5 years experience of driving<br/>(iii) 10<sup>th</sup> passed.</p> <p><b>Age Limit:-</b><br/><br/>35 years (Upper age relaxation for SC/ST/OBC/ Persons with Disabilities/Ex-Serviceman will be given as per Govt. of India Rules)</p> |

### ITEM XI AMENDMENT IN RECRUITMENT RULES FOR THE POST OF ACCOUNTS OFFICER (ON DEPUTATION)

The Committee approved the amendment in recruitment rules for the post of Accounts Officer on deputation. It was also decided that the post of Account Officer may be filled either on deputation basis or on selection basis. The amended recruitment rules are as follows.



| S.No. |  | Existing Recruitment Rules  | Amendments to be Approved   |
|-------|--|---|---|
| 1.    | Name of the Post                               | Accounts Officer  | Accounts Officer  |
| 2.    | No. of Posts                                   | 05  | 05  |
| 3.    | Classification                                 | Group 'A'   | Group 'A'   |
| 4.    | Scale of Pay                                   | Rs. 15600-39100 +GP Rs. 5400/-  | Rs. 15600-39100 +GP Rs. 5400/-  |
| 5.    | Whether Selection Post or non-Selection Post   | Selection post  | Deputation basis/Selection  |
| 6.    | Age limit for direct recruitment               | N.A.  | Not applicable as the post is meant to be filed on deputation basis which should not exceed 56 years as on closing date of the application.   |
| 7.    | Educational and other qualifications required. | <p><b>Essential:</b></p> <p>(i) Persons who have passed SAS/SOGE/JAO or any other equivalent examination conducted by the organized accounts deptt of central/state govt.</p> <p>(ii) At least Bachelor's Degree from a recognized university</p> <p>(iii) Experience in the field of Accounts Compilation, Budget, Internal Audit, Commercial Accounting etc.</p> <p><b>Desirable:</b></p> <p>Having undergone training in cash &amp; accounts at ISTM, Delhi.</p> | <p><b>Essential:</b></p> <p>(i) Persons who have passed SAS/SOGE/JAO or any other equivalent examination conducted by the organized accounts deptt of central/state govt. and at least Bachelor's Degree from a recognized university.</p> <p>OR</p> <p>Post Graduate Degree in Commerce/Finance/Accounts from a recognized university.</p> <p>OR</p> <p>M.B.A. (Finance)/at least C.A. (Inter)</p> <p>AND</p> <p>(ii) Experience in the field of Accounts Compilation, Budget, Internal Audit, Commercial Accounting etc.</p> <p><b>Desirable:</b></p> <p>(i) Having undergone training in cash and accounts at ISTM, Delhi or any other Central/State Training Institute.</p> |

|     |   |   |  |
|-----|---|---|--|
|     |   |   | (ii) Having certificate in Computer Accounting i.e. Tally, ERP-9, etc.   |
| 8.  | Period of probation, if any                                     | N.A.  | N.A.   |
| 9.  | Case of recruitment by deputation                               | Transfer on Deputation: Officers of Central/State Govt., Semi Govts and Autonomous Org. must holding:-<br>(i) Analogous post on regular basis,<br>(ii) Three years of regular service in the pay scale of Rs.6500-200-10500,<br>(iii) Five years of regular service in the pay scale of Rs 5500-175-9000. | Transfer on Deputation: Officers of Central/State Govt., Semi Govts and Autonomous Org. holding:<br>(i) Analogous post on regular basis, OR<br>(ii) Three years of regular service in the pay scale of Rs. 9300-34800+GP 4600/- OR<br>(iii) Five years of regular service in the pay scale of Rs. 9300-34800+GP 4200/- |
| 10. | If a DPC exists what is its Composition                         | (i) The Secretary, CBSE,<br>(ii) Regional Officer, CBSE (those are in rank of Joint Secretary)<br>(iii) The Joint Secretary (A&L), CBSE,<br>(iv) The Deputy Financial Advisor, CBSE.  | (i) The Secretary, CBSE,<br>(ii) The Joint Secretary (A&L), CBSE,<br>(iii) The Deputy Secretary (Finance & Administration) or Deputy Financial Advisor, CBSE<br>(iv) Deputy Director (Finance) or equivalent in the Grade Pay of Rs. 6600/- from Central/State Govt. deptts. (Retd persons are also may be called).    |
| 11. | Circumstances in which UPSC is to be consulted in making rectt. | N.A.  | N.A.   |

**ITEM XII TO CONSIDER THE PROPOSAL FOR EXTENDING REVISED REMUNERATION TO THE MEMBERS OF THE COMMITTEE CONSTITUTED FOR SCREENING OF APPLICATIONS FOR FILLING UP VARIOUS POSTS FALLING UNDER DIRECT/DEPUTATION CUM SHORT TERM CONTRACT BASIS.**

The Committee was apprised of the requirement to enhance the limits which was set three years back. The Committee deliberated on outsourcing the screening of applications and approved the proposal.

**ITEM XIII CONSIDERATION FOR THE APPROVAL OF FILLING UP THE POST OF OSD FOR AIPMT UNIT**

The Committee was apprised that the post existed in the Board but has not been filled up for sometime. The Committee deliberated and approved the proposal with the suggestion that in place of two increments equivalent honorarium per month may be given.

**ITEM XIV TO CONSIDER APPROVAL OF RECRUITMENT RULES FOR THE POST OF RECORD KEEPER AND ASSISTANT (SPORTS) IN THE PAY BAND OF PB-1 RS. 5200-20200+ GP RS. 2400/-.**

The matter was placed before the Committee and the committee approved the recruitment rules for the posts of RECORD KEEPER AND ASSISTANT (SPORTS) in the pay band of PB-1 RS. 5200-20200+ GP RS. 2400/-.

**APPROVED RECRUITMENT RULES FOR THE POST OF RECORD KEEPER**

Mode of Recruitment :- Direct Recruitment

PB-1 Rs. 5200-20200+GP Rs. 2400/-

Age :- 27 years (age relaxation is given as per Govt. of India rules )

**Essential :**

- (i) Graduate from a recognized University.
- (ii) Typing Speed of 30 w.p.m. in English/25 w.p.m. in Hindi or equivalent calculated speed on computer i.e. 9000 kdph.
- (iii) Working experience of at least 04 years for maintenance/storage of office records preferable in District Courts or of similar nature in other office/Department.
- (iv) Working knowledge of Windows, MS Office.

**APPROVED RECRUITMENT RULES FOR THE POST OF ASSISTANT ( SPORTS )**

PB-1 Rs. 5200-20200+GP Rs. 2400/-

Mode of Recruitment :- Direct

27 years ( age relaxation is given as per Govt. of India rules )

**Essential :-**

As per existing recruitment rules of the Board for Assistant

**ITEM XV TO REPORT ACTION CONCERNING FIXING OF MARKET RENT IN RESPECT OF STAFF QUARTERS, BRIJ VIHAR, GHAZIABAD.**

The Committee deliberated and approved the proposal of charging market rent. The rates shall be reviewed and refixed after one year.

|          |             |
|----------|-------------|
| Type II  | Rs. 4,000/- |
| Type III | Rs. 5,000/- |
| Type IV  | Rs. 6,000/- |
| Type V   | Rs. 9,000/- |

**ITEM XVI TO REPORT ACTION CONCERNING DISPOSAL OF OUT LIVED EVAPORATIVE TYPE AIR COOLING SYSTEM INSTALLED IN CBSE HEADQUARTER BUILDING.**

The Committee deliberated and approved the proposal of disposing off the air-cooling system to M/s Pradeep Kumar, the highest bidder quoting Rs. 6,12,000/-.

**ITEM XVII AGREEMENT TO PLACE THE WORK ORDER FOR PRINTING OF CBSE BOOKS**

The Committee approved the draft agreement to place the work order for printing of CBSE books.

**ITEM XVIII PAYMENT OF 30% HRA TO THE STAFF OF CBSE POSTED AT BOARD'S REGIONAL OFFICES AT PAR WITH THE STAFF POSTED AT CBSE, DELHI**

The item was withdrawn from the agenda.

**ITEM XIX TO CONSIDER THE PROPOSAL OF ALLOWING OTHER ALLOWANCES ATTACHED TO THE POST OF COORDINATOR (REFORMS) IN THE MINIMUM PAY BAND IV IN RESPECT OF SHRI DEEPAK CHOUDHARY.**

The proposal for allowing allowances as below has been approved by the Finance committee attached to the post of Coordinator (Reforms) in the minimum pay band 4 in respect of sh. Deepak Choudhary

Basic Pay = Rs. 37400/-

Grade Pay = Rs. 8700/-

Allowances as applicable like Dearness Allowance, HRA @ 30% and Conveyance Rs. 3200/- plus applicable DA.

**ITEM XX TO CONSIDER THE CREATION OF POSTS FOR SCHOLARSHIP UNIT**

The Committee discussed with regard to creation of posts for Scholarship Unit in view of the quantum of work and sanctioned the following posts for Scholarship Unit.

|                     |    |
|---------------------|----|
| Assistant Secretary | 01 |
| Section Officer     | 01 |
| Executive Assistant | 04 |

**ITEM XXI INSPECTION AND TRAINING BY VIGILANCE UNIT**

The Committee discussed the issue in detail. The matter for vigilance inspection and training programme and opined that the DOPT guidelines may be followed in this regard, for this as well as other trainings.

**ITEM XXII TO CONSIDER THE NEW POSTS FOR THE NEWLY CREATED CADRE FOR STENOGRAPHER ALONGWITH THE UP-GRADATION OF 53 POSTS OF ASSISTANTS EQUIVALENT TO THE GRADE OF HEAD ASSISTANT.**

The Committee discussed the issue in detail and approved the proposal for promotion to the existing PAs to the post of PS by giving them one time relaxation of reducing one year period of qualifying service from four years to three years. The committee also approved the following proposals for creation of posts :-

1. Principal Private Secretary - Sanctioned 01 Post (PB-3 + GP Rs. 6600/-)
2. Senior Private Secretary - Sanctioned 06 Posts (PB-3 + GP Rs. 6600/-)
3. Private Secretary - Sanctioned 12 Posts (PB-2 + GP Rs. 4600/-)

**ITEM XXIII TO CONSIDER THE SANCTION OF TWO MONTHS LEAVE SALARY TO SMT. C. GURUMURTHY, FORMER DIRECTOR (ACADEMIC) ON DEPUTATION IN THE BOARD AS AVAILED BY HER IMMEDIATELY AFTER HER REPATRIATION.**

The Finance Committee approved the proposal that Board may sanction two months leave salary to Smt. C. Gurumurthy, former Director Academic as availed by her immediately after her repatriation to her parent department upto 10.12.2010. Leave salary after 10.12.2010 may be released by KVS.

**ADD. ITEM I HIRING OFFICE ACCOMMODATION FOR CENTRE FOR ASSESSMENT, EVALUATION & RESEARCH**

The Committee approved the proposal for hiring the office accommodation for Centre for Assessment, Evaluation & Research. The said premises be further utilized for other misc. works pertaining to SGA I Aptitude Test, Central Teacher Eligibility Test (CTET), Vocational Unit, National Eligibility cum Entrance Test (NEET) for UG Medical Courses.

**ADD. ITEM II REPORT ACTION CONCERNING HIRING OF PREMISES FOR REGIONAL OFFICE, CBSE, PATNA**

The Committee approved the proposal for office accommodation measuring approx. 17,000 sq.ft. on rent basis @ Rs. 22 sq.ft.

**ADD. ITEM III TO CONSIDER MEDICAL REIMBURSEMENT OF RS. 34,908/- ON ACCOUNT OF EXPENSES INCURRED ON INDOOR TREATMENT BY SHRI CHAMAN LAL SHARMA, DEPUTY SECRETARY, CBSE, DELHI FOR TREATMENT OF HIS SON MR. ASHISH MUDGAL IN AN APPROVED HOSPITAL UNDER DAY CARE**

The Finance Committee deliberated upon the issue and accorded the financial sanction of Rs. 34908/- incurred under Day Care in one of the hospital on the panel of the Board for Day Care treatment in respect of Mr. Ashish Mudgal S/O Shri Chaman Lal Sharma, Deputy Secretary, CBSE, Delhi

**ADD. ITEM IV TO CONSIDER ENCADREMENT OF THE POSTS OF PHOTOCOPY OPERATORS/FRANKING MACHINE OPERATORS WITH GENERAL CADRE OF JUNIOR ASSISTANTS.**

The Committee approved the following proposals:-

1. The posts of PCO & FMO may be considered for encadrement with the general cadre of Junior Assistants in the pay band -I i.e. Rs. 5200-20200 + Grade pay of Rs. 1900 so that they may get upward mobility in the general cadre in future in line of promote.
2. Their seniority will be fixed as per the GOI guidelines of fixation of such seniority.

**ADD. ITEM V TO CONSIDER THE PROVISION OF AN OFFICER IN THE PAY SCALE OF GP 4600 FOR INHOUSE DEVELOPMENT AND MAINTENANCE OF THE CBSE-i PORTAL**

The committee was briefed of the revised proposal for the following posts:-

| Sl. No. | Name of the Post                        | No. of Posts | Pay Band and Grade Pay (in Rs) |
|---------|---|--------------|--------------------------------|
| 01.     | Deputy Research Officer (Technology)    | 1            | PB-3 GP 7600                   |
| 02.     | Assistant Research Officer (Technology) | 1            | PB-3 GP 6600                   |
| 03.     | Section Officer (Technology)            | 1            | PB-2 GP 4600                   |

The Committee decided that above posts may be created for five years only. The appointments should be made for three years or till the time the project continues.



**ADD. ITEM VI TO CONSIDER THE PAYMENT OF Rs. 16500/- TO DELNET FOR NETWORKING CBSE LIBRARY WITH THE DELNET RESOURCES**

The Committee approved the proposal of networking CBSE library with the DELNET resources and accorded the financial sanction of Rs. 16500/- payable to DELNET. The committee observed such issues of administrative nature need not be brought to FC.

**ADD. ITEM VII TO CONSIDER THE SPONSORING THE VISIT OF EXPERTS FOR EVALUATING THE PRACTICAL ASSESSMENT DONE IN THE ELECTIVE THE MASS MEDIA STUDIES**

The Committee approved the proposal for sponsoring the visit of experts for evaluating the practical assessment done in the elective the Mass Media Studies. The committee also approved for making the payment of Rs. 1 Lakh to WWI in this regard. The MOU may be amended upto the extent of the requirement.

**ADD. ITEM VIII TO CONSIDER THE FEE OF RS. 1, 50,000/- FOR ACCREDITATION OF A SCHOOL AFFILIATED TO CBSE AND SITUATED ABROAD ON PILOT BASIS**

The Committee approved the proposal of a fee of Rs. 1,50,000/- for accreditation of a schools affiliated with CBSE and situated abroad on pilot basis.

**ADD. ITEM IX TO CONSIDER THE PROPOSAL OF SETTING UP OF CBSE CALL CENTRE**

The committee deliberated upon the issue in detail and the need of setting up of call centre for imparting required informations to the stake holders. The Committee approved the proposal for setting up the call centre as proposed.

**ADD. ITEM X REVISION OF LICENCE FEE IN RESPECT OF CBSE STAFF QUARTERS AT BRIJ VIHAR, GHAZIABAD**

The committee approved the proposal to revise the Licence Fee of the CBSE staff quarter on the basis of the covered area and the correspondence rate of the Directorate of States, Govt. of India. The revised rates shall be effective w.e.f. 1.7.2010. The revised rates shall be as follows:-

|          |            |
|----------|------------|
| Type I   | Rs. 205/-  |
| Type II  | Rs. 310/-  |
| Type III | Rs. 525/-  |
| Type IV  | Rs. 740/-  |
| Type V   | Rs. 900/-  |
| HIG      | Rs. 1100/- |

**ADD. ITEM XI ACCREDITATION OF SCHOOLS TO FINALIZE THE MANUAL, INSTRUMENTS AND THE FEE FOR ACCREDITING SCHOOLS**

The Committee approved the proposal for accreditation on a fee of Rs. 50,000/- inclusive of TA & DA and honorarium of Peer Assessors on a Pilot basis. The financial bids will be sought from the approved 12 agencies, who successfully complete the pilot which must be closely monitored by the CBSE. The same be reported on completion.

## ADD. ITEM XII CENTRE FOR ASSESSMENT, EVALUATION AND RESEARCH

The committee deliberated upon the issue with regard to setting up of center for assessment, evaluation and research and approved the proposal.

## ADD. ITEM XIII OUTSOURCING OF PROCESSING OF APPLICATION FOR AFFILIATION/UPGRADATION

The Committee approved the proposal for outsourcing of processing of application for affiliation/upgradation to streamline the process of verifications of applications and process the inspection report for granting affiliation/upgradation on the following rates:-

| Sl. No. | Number of Schools | Per School for critical verification of application till recommendation for constitution of Inspection Committee to the Board | Per school for analysis of Inspection Report received from the Board |
|---------|-------------------|---|--|
| 01.     | Up to 1000        | ₹ 22,000/-  | ₹ 4,409/-  |
| 02.     | 1001-1500         | ₹ 22,000/-  | ₹ 4,409/-  |
| 03.     | 1501-2000         | ₹ 18,000/-  | ₹ 4,409/-  |
| 04.     | 2001-2500         | ₹ 18,000/-  | ₹ 3,858/-  |
| 05.     | 2501-3000         | ₹ 15,000/-  | ₹ 3,858/-  |
| 06.     | 3001-3500         | ₹ 15,000/-  | ₹ 3,417/-  |
| 07.     | 3501-4000         | ₹ 15,000/-  | ₹ 3,417/-  |
| 08.     | More than 4000    | ₹ 15,000/-  | ₹ 3,417/-  |

**ADD. ITEM XIV PARITY IN UPPER LIMIT OF DAYS OF LATE SITTING ALLOWANCE.**

The Committee approved the proposal for enhancing number of days of late sitting allowance from the existing 60 days to 150 days in case of Group A and Group B staff as is applicable in case of Group C Staff.

**ADD. ITEM XV TO CONSIDER REVISION OF CEILING IN NUMBER OF DAYS IN RESPECT OF LATE SITTING ALLOWANCE (LSA) IN RESPECT OF OFFICERS/OFFICIALS OF CHAIRMAN'S OFFICE**

The Committee approved the proposal of enhancing the number of late sitting allowance days in respect of officials/officers working in the CM's Office as well as in HOD's office. The revised days are as below:-

| Group | Existing Days | Approved Days |
|-------|---------------|---------------|
| A & B | 60            | 150           |
| C & D | 150           | 225           |

**ADD. ITEM XVI TO CONSIDER EXTENDING FACILITY OF LATE SITTING ALLOWANCE IN RESPECT OF STAFF CAR DRIVERS.**

The Committee approved the proposal to extend the facility of late sitting allowance to staff car drivers instead of over time allowance. The staff car drivers may be paid LSA upto 225 days in a financial year.

**ADD. ITEM XVII TO CONSIDER EMPANELMENT OF HOSPITALS WITH THE BOARD.**

The Committee resolved that hospital / nursing homes empanelled by CGHS providing treatment on CGHS rates may be considered.

**ADD. ITEM XVIII TO CONSIDER THE REPORT OF THE COMMITTEE CONSTITUTED FOR CREATION OF ADDITIONAL POSTS AND SEPARATE ENGINEERING CADRE FOR THE ENGINEERING MANPOWER.**

The item was deferred for detailed examination.

**ADD. ITEM XIX TO CONSIDER REVISED BUDGET ESTIMATE FOR 2011-12 AND BUDGET ESTIMATE FOR 2012-13.**

The item was withdrawn.

**ADD. ITEM XX PROVIDING AIR-CONDITIONING IN HEAD QUARTER BUILDING IN LIEU OF OUTLIVED EVAPORATIVE TYPE AIR-COOLING SYSTEM.**

The committee discussed the issued in detail and suggested that the option to get the work done through CPWD may be explored.

**ADD. ITEM XXI TO CONSIDER THE PROPOSAL OF EdCIL (INDIA) LTD FOR CONDUCTING STUDY ON COMPREHENSIVE & CONTINUOUS EVALUATION SCHEME (CCE) FOR CBSE.**

The Committee deliberated the proposal and approved the same. Committee also suggested to limit the financial impact through reduced scope of work.

**ADD. ITEM XXII APPOINTMENT OF SH. B.M. GUPTA, FORMER HOD (IT), CBSE AS ADVISOR FOR A PERIOD OF ONE YEAR.**

The committee approved the proposal and the following decisions have been taken with regard to appointment of Sh. B.M. Gupta as advisor w.e.f. 1<sup>st</sup> Jan., 2012 :-

- 1) He pay will be protected as he was drawing earlier less pension.
- 2) He will be entitled for office vehicle to perform to & fro journey from residence to office and vice versa.
- 3) He will be entitled for office telephone at his residence.

**ADD. ITEM XXIII TO CONSIDER THE PROPOSAL TO INTRODUCE ASSESSMENT FOR SPEAKING AND LISTENING SKILLS IN THE SUBJECT OF ENGLISH AS PART OF CCE AT SECONDARY AND SENIOR LEVELS IN CBSE AFFILIATED SCHOOLS IN COLLABORATION WITH CAMBRIDGE ESOL OR ANY OTHER INTERNATIONAL AGENCY.**

The committee discussed the proposal in details and approved the cost per candidate between Rs. 50 to 75 per head.

Sd/-

**DR. (MRS.) VEERA GUPTA  
SECRETARY**

Sd/-

**VINEET JOSHI  
CHAIRMAN**

**CENTRAL BOARD OF SECONDARY EDUCATION**  
**"SHIKSHA KENDRA", 2, COMMUNITY CENTRE**  
**PREET VIHAR, DELHI-110092**

**MINUTES OF THE MEETING OF THE AFFILIATION COMMITTEE HELD ON 01.02.2012**

- |    |   |                  |
|----|---|------------------|
| 1. | Shri Vineet Joshi,<br>Chairman<br>CBSE,<br>Preet Vihar,<br>Delhi-110 092  | In the Chair     |
| 2. | The Joint Secretary (SE)<br>Deptt of School Education and Literacy,<br>M.H.R.D., Shastri Bhawan,<br>New Delhi-110 001 | Member           |
| 3. | The Director<br>Directorate of Education<br>Govt. of NCT of Delhi,<br>Old Secretariat<br>Delhi-110 054                | Member           |
| 4. | Dr. Ashok Gupta<br>Principal<br>India International School<br>Kshipra Path, Mansarover Jaipur<br>Rajasthan.           | Member           |
| 5. | Sh. S.S. Minhas<br>Principal<br>Guru Harkrishan Public School<br>Vasant Vihar,<br>New Delhi – 110 057                 | Member           |
| 6. | Prof. A.D.N. Bajpai<br>Secretary General,<br>AIU House,<br>16 Comrade Indrajit Gupta Marg<br>New Delhi - 110 002.     | Member           |
| 7. | Smt. Veera Gupta<br>Secretary<br>CBSE, Preet Vihar<br>Delhi-110092  | Member Secretary |

Shri S.S. Minhas, Principal, Guru Harkishan Public School could not attend the meeting due to preoccupations. Smt. Sunita Kaushik, Addl. Director represented The Director, Directorate of Education (Schools), Govt. of NCT (at Sr. No. 3) and Dr. Veena Bhalla, Dy. Secretary, represented Prof. A.D.N. Bajpai, Secretary General, AIU (at Sr. No.6) and Shri MVV Prasada Rao, Joint Secretary (Aff.) was also present in the meeting.

The Committee deliberated on the notes of each item of Agenda of the Meeting as per the provisions laid down in the Affiliation Bye-Laws of the Board and resolved as under:

EM-I

**TO CONFIRM THE MINUTES OF THE LAST MEETING OF THE AFFILIATION COMMITTEE HELD ON 15.11.2011**

The minutes of the last meeting of the Affiliation Committee held on 15.11.2011 subsequently ratified by the Governing Body in its meeting held on 16-11-2011 have been confirmed and recorded.

EM-II

**TO CONSIDER ACTION TAKEN REPORT ON THE MINUTES OF THE LAST MEETING OF THE AFFILIATION COMMITTEE HELD ON 15.11.2011**

It is reported that the report of the follow up action taken on the minutes of the meeting of the Affiliation Committee held on 15.11.2011 shall be placed in the next Affiliation Committee meeting. The Committee advised to place a note on the action taken/ action pending during the at least 03 previous Minutes of the Affiliation Committee Meetings during the next Affiliation Committee Meeting..

EM-III

**TO CONSIDER THE REQUEST OF SCHOOLS FOR GRANT OF SPECIAL PERMISSION TO SPONSOR STUDENTS IN AISSE/AISSCE-2012.**

**1. S.S.V.M SECONDARY SCHOOL, NAGDA ROAD, DISTRICT UJJAIN, MADHYA PRADESH**

The request of the school for grant of special permission for 51 students to appear in Class X examination for the year 2012 has been considered by the Affiliation Committee and approved subject to verification of the schools records and deciding the eligibility and genuineness of the students by the Regional Office, Ajmer.

**2. LITTLE FLOWER SR. SECONDARY SCHOOL, SADAR, BETUL, MADHYA PRADESH**

The Affiliation Committee acceded to the request of the school for grant of special permission to allow 40 students of class X to appear for AISSCE 2012 examination as a special case subject to verification of the school records and deciding the eligibility and genuineness of the students by the Regional Office, Ajmer.

**3. DELHI PUBLIC SCHOOL, PIPLIA KUMAR NEPANIA ROAD, NEAR WATER WORLD NEPANIA INDORE, MADHYA PRADESH**

The request of the school to allow 09 students of class XII to appear for AISSCE 2012 as a special case has been agreed upon by the Affiliation Committee subject to verification of the school records and deciding the eligibility and genuineness of the students by the Regional Officer, Ajmer.

**4. WISHWOOD COTTEGE SCHOOL, AB ROAD, NEAR KHARE HANUMAN MANDIR, MADHYA PRADESH**

The request of the school to allow 10 students of Class XII as a special case in AISSCE 2012 examination has been considered and approved by the Affiliation Committee subject to the verification of the school records and deciding the eligibility and genuineness of the students by Regional Office, Ajmer.

**5. NALANDA VIDYA NIKETAN, PINNAMANENI POLYCLINIC ROAD, VIJAYAWADA, KRISHNA DISTT., ANDHRA PRADESH -520010**

The Committee has considered the proposal for according special permission to the present batch of 41 students of Class XII to appear in AISSCE examination and approved as a special case (subject to the verification of the school records and deciding the eligibility and genuineness of the students by Regional Office, Chennai).



ITEM IV

**TO CONSIDER THE REQUEST OF LUCKNOW PUBLIC SCHOOL, SECTOR-9, U.P FOR GRANT OF COMPOSITE PROVISIONAL AFFILIATION UP TO SECONDARY LEVEL.**

The Committee considered the request of the Lucknow Public School, Sector 9, U.P for grant of composite provisional affiliation upto Secondary level with lease deed of 29 years 11 months and approved.

ITEM-V

**TO CONSIDER THE REQUEST OF THE MALVIYA CONVENT SCHOOL, 2, SUDHA SAGAR COLONY, A-BLOCK, NEAR KARDHANI SHOPPING CENTRE, MALVIYA NAGAR, JAIPUR, RAJASTHAN FOR GRANT OF COMPOSITE PROVISIONAL AFFILIATION FROM 1.4.2011 TO 31.3.2014 UPTO SECONDARY LEVEL**

The Committee considered the proposal for grant of composite provisional affiliation upto Secondary level w.e.f from 1.4.2011 to 31.3.2014 and agreed upon.

ITEM -VI

**TO CONSIDER THE REPLY OF THE SHOW CAUSE NOTICE OF THE GOLDEN HEART ACADEMY, BUDHANA ROAD, KHATOLI, DISTRICT MUZZAFAR NAGAR, UTTAR PRADESH .**

The Committee noted the report of the Inspection Committee and also reply given by the school for the Show Cause Notice dated 30.11.2011 and approved the proposal to advise the school to strictly comply with the provisions of the Affiliation Bye-laws of the Board in future.

ITEM-VII

**TO CONSIDER THE REQUEST OF SWAMI DHANANJAY DASS KATHIA BABA MISSION SCHOOL, 10 JAIL ROAD, MATH, CHOWMUHANI, P.O DHALESWAR, AGARTALA, WEST TRIPURA, DISTRICT, TRIPURA.**

The Committee noted the functioning of the school at its temporary site and considered the request of the school for approval of Middle Class Syllabus and approved accordingly in view of remoteness.

ITEM-VIII

**TO CONSIDER THE REQUEST OF SRI GURU HARKRISHAN PUBLIC SCHOOL, (VASANT VIHAR), SCHEME NO.3, ALWAR, RAJASTHAN-301001 FOR EXTENSION OF PROVISIONAL AFFILIATION BEYOND 31.03.1995**

The request of the school for regularisation of Extension of Affiliation for Secondary level beyond 31-03-1995 has been considered and approved subject to verification/submission of fee.

ITEM IX

**TO CONSIDER THE REQUEST OF SRN INTERNATIONAL SCHOOL, NRI ROAD, RAMNAGORIA, JAGAPTURA, JAIPUR, RAJASTHAN - 302015 FOR GRANT OF SPECIAL PERMISSION FOR SPONSORING STUDENTS OF IN AISSCE 2012.**

The request of the school to allow 24 students of class XII to appear in AISSCE as a special case has been considered by the Committee and approved subject to verification of eligibility norms by Regional Office, Ajmer. The committee also advised to warn the school to be careful in future failing which necessary action shall be initiated leading to withdrawal of Provisional Affiliation granted to the school.

ITEM X

**TO CONSIDER THE CASE OF ARMY PUBLIC SCHOOL, DIMAPUR, RANGAPAHAR MILITARY STATION, DIMAPUR, NAGALAND-797 112**

The proposal of Extension of affiliation for Middle Class Level for 01 year i.e for 2011-12 and further grant of affiliation upto Secondary level from 2012-13 onwards with deficiencies pointed out by the Inspection Committee in its report has been considered and approved.

**TO CONSIDER THE REQUEST OF KAKATIYA PUBLIC SCHOOL, GAJUWAKA, VISAKHAPATNAM, ANDHRA PRADESH - 530026 FOR CBSE PERMISSION FOR +2 FOR ACADEMIC YEAR 2011-12 REGARDING.**

The request of the school to permit for Class XI & XII for the academic year 2011-2012 is approved to the extent based on the outcome and merits of the case pointed out in Inspection Report to be submitted by the Committee.

The meeting thereafter ends with a vote of thanks to the Chair.

Sd/-

**(Veera Gupta)**  
**Secretary**

Sd/-

**(Vineet Joshi)**  
**Chairman**