

GOVERNMENT OF N.C.T. OF DELHI)
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
Maharana Pratap ISBT Building, Kashmere Gate, Delhi-6
(Research Training Evaluation & Grievance)



F.no.56(99)/WCD/RTE/2022-23/16546-52

Dated:
09 JAN 2024

Minutes of Meeting

A meeting was held on 29.12.2023 regarding operationalization of Play School Registration. The meeting was chaired by Director, DWCD and attended by Additional Director, DWCD, Deputy Director (RTEG) and Deputy Director (Coordination/IT).

The following issues were discussed and decided in the meeting:

1. Issue with NIC:

It was informed by Deputy Director (Coordination/IT) that NIC has refused to develop the Module for registration of Play Schools at e-District Portal on the ground that schools are not individual beneficiaries.

The Director, DWCD also informed that the Secretary, Department of Education has spoken to him regarding early start of registration process by the Department of Women and Child Development, GNCTD.

Decision:

- It was decided that the matter be followed by Coordination/I.T. Branch with NIC and to avoid further delay in the matters as this is a NCPCR reference, the registration should start immediately in manual form.

(Action to be taken by the COORD. /IT Branch)

Decision:

The modified application form will be uploaded on the Departmental website, and the link will be published in the Advertisement. The Advertisement, to be released by the Department of Women and Child Development, will include directions for the Play Schools to download the form and apply to the concerned District Officer through e-mail and also through a hard copy, along with all the requisite documents required

o/c

as Annexures. The submission should be completed within seven days of the application via e-mail, failing which the application shall be summarily rejected.

- The modified application form will be uploaded on the Departmental website, and the link to it will be published in the advertisement released by the Department of Women and Child Development. The advertisement will include instructions for Play Schools to download the form and apply to the respective District Officer through email and a hard copy, along with all the required documents as Annexures, must be submitted within seven days of the application via email. Failure to comply with this timeline will result in the application being summarily rejected.
- The application number will be the combination of the two letter Alphabet denoting the District e.g. Shahdara – SD and followed by other eight numeric combination of Registration no., which will be Data of Incorporation of the Play School e.g. Play school located in Shadhara and its date of Incorporation is 06.07.2020, that it will be as :-

S	D	0	6	0	7	2	0	2	0
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- This application number shall be filled by the applicant, while submitting the application to the concerned District office. This Application number shall be maintained in the month wise register of the District office concerned.

2. The abbreviation/Code for all 11 Districts shall be follows as:

District	Abbreviation/ Code	District	Abbreviation/Code
New Delhi	ND	West	WS
Central	CE	South	SO
North	NO	South West	SW
North West	NW	South East	SE
East	ES	Shahdara	SD
North East	NE		

3. Field Inspections and Approval Process:

- District officers will maintain a month wise register of Applications.
- District Officers will conduct field inspections as per SOP and Check list and submit the report in Prescribe Inspection Format to CPU Branch, DWCD (Headquarter) for the purpose of approval/rejection from the Competent Authority.
- After the conveying of approval of Competent Authority from DWCD Headquarter, the District officer will issue the Registration Certificate in the prescribe Performa.

(Action to be taken by the District Officers and CPU Branch)

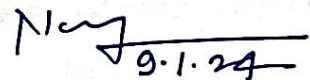
4. Registration Number:

The registration Number will be combination of two alphabets denoting the concerned District followed by three digits Registration No. and subsequently followed by two digits Month and two digits for year, for e.g. -

S	H	0	0	1	0	7	2	0
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Shadhara Registration No-1 Month - 07 Year- 2020

Meeting ended with vote of thanks to the Chair.


(Dr. Navlendra Kumar Singh)
Additional Director (WCD)

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Copy to:

1. PS to Secretary, DWCD, GNCTD ISBT Building, Delhi-06.
2. P.A. to Director, DWCD, Kashmere Gate, Delhi-110006.
3. P.A to Additional Director, DWCD, Kashmere Gate, Delhi-110006.
4. All District Officers, DWCD, GNCTD.
5. Deputy Director (Admin), DWCD, Kashmere Gate, Delhi-110006.
6. Deputy Director (CPU), DWCD, Kashmere Gate, Delhi-110006.
7. Deputy Director (Coord./IT), DWCD, Kashmere Gate, Delhi-110006.


(S. M. Ali)
Deputy Director (RTEG)