



GOVERNMENT OF HARYANA / हरियाणा सरकार
Directorate School Education
विद्यालय शिक्षा निदेशालय

शिक्षा, संस्कृति एवं विकास
 Education, Culture and Development

School Education, Haryana
 विद्यालय शिक्षा, हरियाणा

तमसो मा ज्योतिर्गमय
 Lead me from Darkness to Light

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To

1. All District Education Officers,
2. All District Elementary Education Officer,
3. All District Project Co-coordinator, (SSA, RAMSA)
4. All Block Education Officers,
5. All Block Elementary Education Officers and School heads of the Govt. Schools

Memo No. PA/AD(Admn.)/2016/21
 Dated, Panchkula, the 03.10.2016

Subject: Notice for change in date of Parents Teachers Meeting (PTM) for the month of October, 2016.

Reference DEE office Memo no. 1/38-2016 RTE (1) dated September 29, 2016.


As you are aware, the half yearly examination are being held across the schools. These exams shall be completed on 07.10.2016. The students are preparing and taking exams spiritedly. Further, evaluation time would also be needed by the class/subject teachers. Sharing of information on academic achievements is also a vital part of any Parents Teachers Meeting.

Therefore, it has been decided that Parents Teachers Meeting (PTM) will now be held in all school on 17.10.2016 instead of 05.10.2016.

In the light of above, you are requested to make the PTM effective and meaningful by observing the following too:

- Timely relay of all information and distribution of the posters in schools. The poster has already been circulated vide the letter under reference.
- Assign atleast one school each to their office staff for close monitoring and themselves inspect the proceedings in 2 schools each.
- The observations, feedbacks and minutes of the inspections to be reported by filling the form online for each school at the link <https://goo.gl/forms/K3FIDI9OLZt8vLYP2>
- All the school Heads are required to submit school wise report on parent attendance on the following link i.e. <https://goo.gl/forms/qrhQxuqZc8> online on the same day.

Please note that all schools and field officers are required to complete the feedback report in time. The data should be accurate and should present the authentic picture of participation on ground.


 (Virender Singh, HCS)
 Additional Director (Admn.)
 for Director Secondary Education,
 Haryana, Panchkula

Dated, Panchkula, the

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A copy is forwarded to the following for information and necessary action:-

1. Sr. PS/ACSSE
2. PA/DEE
3. PA/DSE