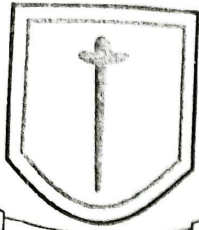


O/C.

# J. D. TYTLER SCHOOL

ESTABLISHED 1954



JENNIFER TYTLER  
MANAGER



DDA Flats, Munirka, New Delhi - 110067  
Phone : 91-11-26198148  
CBSE Affiliation Code No.2730804  
Email : managerjdytlerschool@gmail.com  
(MINORITY SCHOOL)

To  
Directorate of Education  
Private School Branch  
Old Sectt.  
Delhi -110054.

19.12.2024

**Subject: Grant of Extension of Provisional Recognition from Pre School to Secondary Level in R/o J.D. TYTLER SCHOOL F, BLOCK D.D.A FLATS MUNIRKA NEW DELHI 110067.**

Respected Sir/Madam

This is with reference to Letter No- DE.15 (1634)/PSB/2023/6878-6879 Dated- 03-12-2024 and mail received dated 07-12-2024 from DDE Zone -19.

We are submitting the following documents /clarifications With respect to all the deficiencies observed by your department.

**Point No-1: Copy of Staff statement for the academic session 2023-24.**

List of all Teaching & Non Teaching /Staff of session 2023-2024.

**Point No- 2: Copy of Documentary Proof of benefits Bonus. Medical, LTC, Pension.**

Proof of Allowances given during tenure and retirement. Also mentioned in Letter dated 11/06/2024.

**Point No- 3: Copy of Documentary proof of that on-going CPC and Last 3 months Salary sheet.**

On-going CPC will be given as soon as it feasible, we have already submitted a request to the Education Department for increment of Fees to meet our requirement of giving on-going CPC letter to Education Department. Last Three months salary statement is attached.

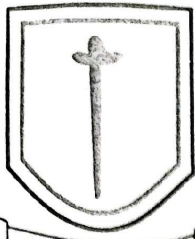
Also mentioned in Letter dated 24/06/2024.

*Jennifer Tytler*

MANAGER  
J.D. TYTLER SCHOOL  
MUNIRKA



Page | 1



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JENNIFER TYTLER  
MANAGER

- Point No-4:** Copy of Documentary proof of Maintenance of DRF Account.  
Extract of Audited Balance Sheet 2023-2024 (page No.13 & 14).
- Point No-5:** Copy of Documentary proof of Annual Return of 2021-22, 2022-23 & 2023-24.  
Submitted proof of Annual Return Rule 180(1) of last three year 2021-22, 2022-23 & 2023-24.
- Point No-6:** Copy of Documentary proof of appointment of Medical Staff.  
Copy of Appointment Letter of Medical Staff Mrs Sharmila Suresh and Doctor on Call (Nestiva Hospital, Munirka, New Delhi).
- Point No-7:** Copy of Documentary proof of Water Test Report.  
Submitting Copy of Letter to Delhi Jal Board with reply and Challan No-46 Dated 16-12-2024, as soon as they provide the Water Testing Report we shall submit the same.
- Point No-8:** Copy of Documentary proof of Audited Balance Sheet of F.Y 2023-2024.  
Submitting the copy of Audited Balance Sheet of F.Y. 2023-24.
- Point No-9:** Copy of Documentary Proof of Rain Water Harvesting Certificate.  
Submitting the copy of Rain Water Harvesting Certificate.
- Point No-10:** Copy of Documentary Proof of Qualification of Special Educator.  
Submitting the copy of Appointment Letter, Certificates and Registration Certificate of 2<sup>nd</sup> Special Educator Ms Sapna Choudhary.
- Point No-11:** Copy of Undertaking of installing CCTV Cameras in School Premises.  
Submitting Undertaking of installing CCTV Cameras with invoices.

We hereby furnish all the documents/clarification of deficiencies/discrepancies of Letter No- DE.15 (1634)/PSB/2023/6878-6879 Dated- 03-12-2024.

With Regards

Manager

C.C Zone 19 (Refer mail Dated 07/12/2024 from cbv17200270@gmail.com)

MANAGER  
J.D. TYTLER SCHOOL  
MUNIRKA

