

केन्द्रीय विद्यालय संगठन

शिक्षा एवं प्रशिक्षण का आंचलिक संस्थान, भुवनेश्वर
(मानव संसाधन विकास मंत्रालय के अधीन, भारत सरकार)

केन्द्रीय विद्यालय क्रमांक 4 परिसर

निलाद्री विहार, पोस्ट- शैलेश्री विहार

भुवनेश्वर (ओड़ीशा) - 751021



KENDRIYA VIDYALAYA SANGATHAN
Zonal Institute of Education & Training,
Bhubaneswar

(Under the Ministry of Human Resource Development,
Government of India)

Kendriya Vidyalaya No. - 4 Campus

At: - Neeladri Vihar, Post: - Sailashree Vihar

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REF.NO: F.360338(11)/KVS-ZIET (BBSR)/2018-19/

Date: 06.04.2018

To

All the Directors, Associate Course Directors & Resource Persons,

of Inservice Courses (2018-19) for

PGTs (Maths) & TGTs (Maths)&

PRTs of Bhubaneswar, Patna, Ranchi, Agra, Lucknow, Jabalpur & Varanasi Regions.

Sub.- Orientation Course for Course Directors, Associate Course Directors & Resource Persons of In service Training Courses (2018-19) for (1) PGTs(Maths), TGTs(Maths)&(2) PRTs of Bhubaneswar, Patna, Ranchi, Agra, Lucknow, Jabalpur & Varanasi Regions- **reg.**

Ref.-: KVS (HQ) Letter No.11-Acad0338T(1)/2/2018-Academic, dated 04.04.2018.

Madam/ Sir,

As per KVS(HQ) letter under reference, it is informed that **ZIET Bhubaneswar is organizing a 3-day Orientation Course for Course Directors, Associate Course Directors and Resource Persons for Inservice Courses, 2018-19 for (1) PGTs (Math), TGTs (Math) &(2) PRTs of Bhubaneswar, Patna, Ranchi, Agra, Lucknow, Jabalpur & Varanasi Regions as per the following schedule:-**

CADRE	DATES	KVS(HQ) sponsored no. of			No. of Courses	Total participants	
		Director	Associate Course Director	Resource Persons			
PGT (MATHS)	23.4.2018 to	1 (Director ZIET/ AC/ Principal)	1 (Prl/VP)	2 PGTs	3	12	52
TGT (MATHS)	25.4.2018	1 (Director ZIET/ AC/ Principal)	1 (Prl/VP/Sr. PGT)	3 PGTs	8	40	
PRTs	17.4.2018 to 19.4.2018	1 (Principal)	--	(Total-3) 1 HM & 2 PRTs	08	32	32

KVS(HQ) has sponsored the names of Directors / Associate Directors / Resource Persons for Orientation Course of In service Courses 2018-19 for (1) PGTs (Maths), TGTs (Maths) &(2) PRTs of Bhubaneswar, Patna, Ranchi, Agra, Lucknow, Jabalpur & Varanasi Regions(list of participants) **which is enclosed** for information and necessary action

Contd on page..2/-

Each Course Director/ Associate Director/ Resource Persons are requested to come prepared as per para-8 (sub-para i-xxix), pages-4 & 5 of KVS(HQ) letter under reference along with the following materials. Please bring the soft copy of the same during the course:-

- i) A list of topics in the concerned subject, which are difficult, so that they can be taken up during the In service Course.
- ii) Changes if any in the Syllabus.
- iii) Activity schedule list of group work to be assigned to the participants during the Inservice Courses (atleast 3)
- iv) Prepare one Training Need analysis proforma in respect of your subject.
- v) Kindly bring the own laptop, dongle, pen drive etc. if possible.

The detailed instructions are given below:-

- 1) ZIET Bhubaneswar is in KV No.4 campus situated at Neeladri Vihar (near Buddha Park), Post- Sailashree Vihar, Bhubaneswar-751021.KV No.4, Bhubaneswar is approx. 10 Kms from BBSR Railway Station / 10 Kms. From Baramunda Bus Terminus and approx.12 Km from Biju Patnaik Airport (BBSR Airport). Auto-rickshaws / taxis / pre-paid taxis are available at these terminals.
- 2) The course shall commence at 09:00 hrs everyday till 17:30 hrs. Please book your return ticket accordingly.
- 3) Kindly report at ZIET Bhubaneswar **at 0830 hrs.** on first day (Registration from 08:30 hrs. to 09:00 hrs.)
- 4) As ZIET Bhubaneswar does not have its own hostel, you are requested to make your own stay arrangement during the course.
- 5) Bhubaneswar is keeping hot these days (above 40 degree Celsius). Please bring necessary materials to beat the heat.
- 6) ZIET will provide free Working Lunch (Morning tea & snacks, Lunch, afternoon tea with biscuits on the days of training.
- 7) Please bring your Vidyalaya / Regional Office Identity Card for security purpose.

Kindly depute the officials nominated, as per enclosed list, to conduct the In-services Courses to attend the orientation programme.

Wherever the names of Directors, Associate Directors & Resource Persons are not identified, the Dy. Commissioner of the Regional Office concerned shall identify and depute suitable officials for attending the Orientation Course as per above schedule. Please send such names to ZIET Bhubaneswar on or before 10.4.2017, since there is no name appeared in the attached list of KVS(HQ).

Encl.: As stated.

Yours faithfully,

(AVLJ Rao)

Dy. Commissioner KVS RO BBSR &
Director, ZIET BBSR

Copy to:-

- 1) The Dy. Commissioner, KVS, ROs, Bangalore/ Ranchi/ Mumbai/ Kolkata/ Ahmedabad- for information and necessary action.
- 2) The Deputy Commissioner concerned (**Agra for PGT-Math & PRTs**) / (**Chandigarh/ Delhi/ Varanasi/ Lucknow for TGT-Eng**) / **BBSR/ Patna/ Agra/ Lucknow/ Jabalpur/ Varanasi for PRTs**- Kindly depute the participants as per enclosed list in respect of his/her Region in time. Please ensure that all the Directors, Associate Directors and Resource Persons identified for conduct of the In service Courses attend the Orientation Courses as per the enclosed schedule.
- 3) The Jt. Commissioner (Trg.), KVS(HQ), New Delhi.

Dy. Commissioner KVS RO BBSR &
Director, ZIET BBSR