



No. Shiksha-Shimla(1-5)B(2)Gen.  
O/o of Deputy Director of Higher Education  
Shimla, Distt. - Shimla-171001  
Telefax:-0177-2804710 E-mail:ddheshimla@rediffmail.com

Dated Shimla-171001

To

The all Principals /Headmasters,  
GSSS/GHS, District Shimla, Shimla


Subject:-

Regarding One Hundred Days Execution Agenda in respect of Education  
Department. (ACTION PLAN FOR THE FIRST QUARTER)

Memo,


With reference to Director of Higher Education office letter No. EDN-HE (21)  
B(15)15/2018-V dated 09-02-2018, on the subject cited above. In this connection you are  
hereby directed to take action on the following points as per action plan attached and submit  
the quarterly progress report on the points mentioned in action plan at the end of every  
quarter.

Personal attention may be given to the matter.

  
Dy. Director of Higher Education,  
Shimla District Shimla-171001

Endst. No. Even Dated Shimla-171001 the  
Copy for information is forwarded to:-

1. The Director of Higher Education Himachal Pradesh, Shimla-01 for information  
please.
2. Nodal Officer IT internal with the request to upload this letter in the office website.
3. Guard File.

Dy. Director Higher Education,  
Shimla Distt. Shimla-01  


| SN | Description of Point   | Action PLAN   |
|----|--|---|
| 13 | <p>Involvement of educational institutions in the various social programmes including community service.</p> <p><b>DRUG ABUSE AND PREVENTION</b></p> | <ul style="list-style-type: none"> <li>• Display the Signage under Section-4 of COTPA,2003.</li> <li>• Display of Signage under Section 6(b) of COTPA,2003.</li> <li>• Display the name of authorized persons, contact numbers.</li> <li>• Monitoring visits by the head of institutions and his/her team to check the availability of tobacco products within the radius of 100 yards.</li> <li>• Display Important Points of COTPA IN YOUR SCHOOL.</li> <li>• Identify the shopkeepers who keep drug related products.</li> <li>• Identify the shopkeeper who sell drug related products in 100 mtrs .</li> <li>• Identify the students indulge/indulged in drug abuse and other tobacco products.</li> <li>• Check out for the academic performances of such students.</li> <li>• Arrange the counselling session for such identified students privately or involving their parents, for the you may take help of Psychiatrists and any medical specialists.</li> <li>• Report the nearby police for sale of drugs and other tobacco related products near school premises.</li> <li>• Involve the NSS/NCC/Scouts &amp; Guide with community</li> <li>• Sensitize the students in morning assembly about ill effects of drug abuse.</li> <li>• Submit the ATR to this office</li> </ul>                        |
|    | <p><b>Cleanliness of School water Storage Tanks to Provide Pure safe Drinking water to Students and staff in Schools</b></p>                         | <ul style="list-style-type: none"> <li>• Ensure that all water storage tanks of your school are cleaned up regularly with bleaching powder with consultation of IPH and medical authorities.</li> <li>• Put up the date of cleaning and next date for cleaning on water tanks.</li> <li>• Head of institution will ensure to provide pure and safe drinking water to students and staff in terms of provisions contained in "Water" Prevention and Control of Pollution Act-1974.</li> <li>• Head of Institutions will remain in touch with irrigation and Public Health department and all other concerned department to provide safe drinking water as per directions of the Hon'ble High Curt Himachal Pradesh.</li> <li>• Arrangement of water filters (preferably Ultra Violet) be made available in the schools.</li> <li>• Involve the NSS/NCC/Scouts &amp; Guide with community</li> <li>• Report any incident of Jaundice to this office and nearby hospital or dispensary.</li> <li>• Arrange lecture session once in a month on water borne diseases from Doctors of nearby Hospital or dispensary to sensitize the students.</li> <li>• Keep your school premises including school toilets clean.</li> <li>• Keep soaps in toilets for hand wash.</li> <li>• Submit the ATR to this office</li> </ul> |
| 14 | <p><b>Students of Higher Classes to take a class once in three months</b></p>  | <ul style="list-style-type: none"> <li>• Students of 10+1 and 10+2 may be involved.</li> <li>• Ensure each student will get the opportunity to take a class at least once in three months.</li> <li>• Give them the choice of Subjects, e.g. Some may be interested in mathematics, so give them the class of 10<sup>th</sup> or 9<sup>th</sup> or 8<sup>th</sup> to teach mathematics.</li> <li>• Necessary arrangement may be made in School Time Table under heading: 100 days Agenda. Keep the record and outcome of such initiatives and record the improvement ,if any.</li> </ul>  |

*Sum*