

**Office of The Deputy Director Higher Education, District Shimla, Shimla-1**  
Website: ddheshimla.com | Tel (Fax) 01772804710 | ddheshimla@rediffmail.com

No. Shiksha-Shimla-5-2 (Annual Function)-2016-2017-85898-86298

To,

✓  
The All Principals/HMs  
GSSS/GHS/  
District Shimla (H.P.)



**Sub: Regarding Submission of Report of Annual Function**

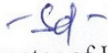
As you are aware that Annual Functions is to be celebrated in every school every year preferably in the month of November. Celebration of Annual Function is mandatory for every school as per education code with the maximum participation of students. It is also directed that all schools must publish school magazines annually, if not possible due to shortage of funds it must be published once in two years.

Therefore, you are directed to send the brief report of Annual function celebrated in your school along with Date of Celebration of annual Function , a copy of School Magazine, the name of the chief guest and number of students participated in the function to this office after celebration of function.

  
Deputy Director of Higher Education,  
District Shimla, US Club Shimla-1

**Endorsement No. Even, Dated: Shimla-1, the \_\_\_\_\_**  
**Copy to the following for information, please:**

1 Worthy Director of Higher Education, HP. Shimla -1.

  
Deputy Director of Higher Education,  
District Shimla, US Club, Shimla-1