

No. EDN/KGR/DIET/SS/MIS/VSK 2184-86 Dated: 16/5/25
OFFICE OF THE DY. DIRECTOR EDUCATION QUALITY -CUM- DPO,
SAMGRA SHIKSHA, DIET KANGRA AT DHARMSHALA (HP).

To

All Principal/Headmasters/CHTs (ICT Enabled School)
District Kangra HP

Subject: **Implementation of Monitoring Committees for Effective Utilization of Digital Resources.**

Sir/Madam,

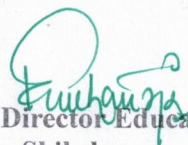
This is in reference to the letter No. HPSES-STARs-MIS-VSK—2024 3245 received from the o/o The State Project Director, Samagra Shiksha, HP regarding nominating Incharge officials at District and School Levels for Monitoring of Digital Education Programs. In this regard, as per the directions received from worthy Secretary Education Govt. of HP, Sh. Rakesh Kanwar, it is directed that all schools must constitute monitoring committees at the School Level and ensure compliance with the responsibilities outlined in the attached document.

You are hereby instructed to:

1. Constitute the School-Level Monitoring Committee comprising the Principal/Headmaster (Chairperson) and ICT Instructor or Nominated Teacher (Maths/Science).
2. Conduct weekly reviews to ensure effective use of smart classrooms and digital devices.
3. Follow the roles and responsibilities detailed in the guideline, such as ensuring subject-wise digital teaching, regular usage of devices, creating lesson plans, maintaining digital resources, and submitting usage/syncing reports.
4. Ensure that all ICT equipment is functional. If any equipment is found to be non-functional, **immediately lodge a complaint and inform the District MIS Incharge /DNO(ICT)without delay.**

District and State-Level Monitoring Committees will also be reviewing the progress bi-weekly and monthly respectively. You are requested to ensure timely implementation and submit a brief compliance report by 1st Week of every month.

Treat it as Most Urgent & Time Bound


Deputy Director Education (Quality)
Samagra Shiksha
District Kangra H.P

Copy to:

1. The BPOs/BEEOs for information and immediate n/a, please.
2. The BRCCs office Staff for immediate n/a and strict compliance.