

**Through e-mail/Website**

No:-EDN-KGR-(A-2)M&S-Desk-06/2024-  
O/o The Deputy Director of Elementary Education  
Kangra at Dharamshala.  
Dated Dharmshala-176215

14-06-2024  
Dy. Director of  
Elementary Education.

To

✓ 1.

All the Block Elementary Education Officer,  
Distt.Kangra (HP)

Dispatch No. 714  
Kangra at Dharamshala

Subject:-

Regarding demand for desks in respect of Govt. Primary Schools  
under Centre of Excellence.

Memo,

Refer to Director of Elementary Education HP Shimla vide letter No  
H(Pry)(4)-9-61/2005-Vol-II-Misc(Building), dated:-13-06-2024 on the subject cited  
above.

In this context, you are directed to submit the requisite  
information on the proforma appended below in **(Excel Format)** to this office through  
e.mail i.e. **ddde.ele.kangra@gmail.com** within two days **positively** so that the  
information could be send to the higher authority well in time. Any delay of this viewed  
seriously action will be taken against the defaulter.

**1. Demand of desks in r/o Centre of Excellence Schools**

Sr. No	Name Centre Excellence School	Total Enrolment (1 <sup>st</sup> to 5 <sup>th</sup> )	Number of Desks already in stock	Number of Double desk required	Name of Education Block
			Dual Desk	Dual Desks	

**2. Demand of desks in r/o other schools who are without desks**

Sr. No	Name of GPS	Total Enrolment (1 <sup>st</sup> to 5 <sup>th</sup> )	Number of Desks already in stock	Number of desk required	Name of Education Block
			(Dual Desks)	(Dual Desks)	

This may be given TOP PRIORITY .

*Jha* 14/06/2024  
Dy. Director of Elementary Education,  
Kangra at Dharamshala.