

CIRCULAR

1. Teachers/employees, who are the Head of the Deptts/Incharges Sections, are requested to offer their views/suggestion with regards to the academic/infrastructural development of the School on the topics as follows :-

- (a) Minor/Major projects relating to the enhancement of Academic progression with estimated cost thereof.
- (b) Minor/Major construction works for the development of the School Buildings/Infrastructure.
- (c) Eqpt/machinery required for the school.
- (d) Sports items/games facilities required.
- (e) Hygiene/Sanitation stores.
- (f) Books for Liby.
- (g) Any other requirement.

2. The above is required for Budget Planning for the ensuing Fin Year 2022-23 in the Preliminary Meeting of the BPMC to be held on **20 Nov 2021** in the School. You are also requested to attend the Meeting of the BPMC to support/ advocate your point/suggestion.

Dated : 03 Nov 21

(Sanjeev Kumar)
Principal

Distribution

- ✓ 1. Circular to all Heads of Deptt.
2. Jr Wg for circulation to teachers/staff. - Pl fwd consolidated reqmt/ suggestions with cost of each.
3. Vice Principal
4. Headmistress, APS Junior Wing.
5. Head Clerk/Estate Supvr/Supvr Adm
6. Office Copy.