

CITIZEN'S CHARTER

**UT ADMINISTRATION OF DAMAN & DIU
O/O THE ASSISTANT DIRECTOR OF EDUCATION
DISTRICT PANCHAYAT, DHOLAR
MOTI DAMAN- 396220
DAMAN**

**PHONE NO: (0260) 2230445, 3267560
E-MAIL ID: ssartedd@gmail.com**

Office Information

Name of office: O/o the Asstt. Director of Education, District Panchayat

Head of Department: Shri P.S.Reddy (I.A.S.), Finance Secretary

Secretary: Shri V. Abraham (I.A.S.)

Special Secretary Cum Director: Shri Umeshkumar Tyagi (DANICS)

Chief Executive Officer : Shri S.S.Sidhu

Asstt. Director of Education: Shri B.G.Contractor

Address: O/o the Asstt. Director of Education,
District Panchayat, Dholar, Moti Daman,
Daman

Phone No; 0260-2230445

E-mail id: ssartedd@gmail.com



**RIGHT TO
INFORMATION**

Public Information Officer: Shri B.G.Contractor, Asstt Director of
Education, District Panchayat, Daman

Address:

O/o the Asstt. Director of Education,
District Panchayat, Dholar, Moti Daman,
Daman

Phone No; 0260-2230445

E-mail id: ssartedd@gmail.com

LIST OF STAFF UNDER EDUCATION DEPARTMENT,
DISTRICT PANCHAYAT, DAMAN.

Sl. No.	Name of Officer/ Officials	Designation	Mobile Phone No.
1.	Shri B.G.Contractor	Asstt. Director of Education	9016240354
2.	Ms. SPD Nunes	ADEI	9979561707
3.	Shri A.M.Patel	ADEI	9824946660
4.	Shri G. Suresh R. Gopal	GPST	9427922459
5.	Shri Nandu K. Damania	UDC	9825349155
6.	Shri Chandrakant A. Gowadkar	LDC	9825663818
7.	Shri Chiman Patel	Supervisor	9586609450
8	Smt. Taraben	Peon	9879739777

**Total Sanctioned posts under Education Department,
District Panchayat, Daman**

Sl. No.	Name of Post	Number of Sanctioned Posts
1	Primary School Teacher	172
2	Upper Primary School Teacher	82
3	Primary School Head Master	10
4	Upper Primary School Head Master	28

**Information of School imparting Elementary Education of
Daman District**

Sl. No.	School Category	No. of Schools with Elementary level				
		Govt.	Aided	Pvt. Unaided	Central Schools	Total
1	Primary level (I to V)	34	02	14	00	50
2	Upper Primary level (VI to VIII)	26	03	10	01	40
Total		60	05	24	01	90

**Information of Enrolment of Schools imparting Elementary Education (As
on 30th Sep 2013) Daman Dist.:**

Sl. No.	School Management	Boys	Girls	Total
1	Govt	4952	4521	9473
2	Aided	1786	1394	3180
3	Pvt Unaided	4395	3086	7481
4	Central	61	43	104

Total	11194	9044	20238
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**Information of Govt. School with Primary level in
Daman District.**

Sr. No	Name of School	Address	Up to which class	Medium of instructions	Boys / Girls
1	GPS (Guj.), Nani Daman (Municipal Area)	Near Employment Exchange Office, Nani Daman	I to V	Gujarati	Co-Edn.
2	GPS (Eng.), Nani Daman (Municipal Area)	Near Bus Stand, Nani Daman	--do--	English	--do--
3	GPS Kharawad (Municipal Area)	Near Employment Exchange Office, Nani Daman	--do--	Gujarati	--do--
4	GPS Khariwadi (Municipal Area)	Daman Vapi Road, Khariwadi, Nani Daman	--do--	--do--	--do--
5	GPS Kathiria (Municipal Area)	Near Satyanarayan Mandir, Nani Daman.	--do--	--do--	--do--
6	GPS Bhimpore	Bhimpore, Nani Daman	--do--	--do--	--do--
7	GPS Dalwada	Dalwada, Nani Daman	--do--	--do--	--do--
8	GPS A/s. Bhimpore	A/s. Bhimpore, Nani Daman.	--do--	--do--	--do--
9	GPS Moti Vankad	Moti Vankad, Nani Daman.	--do--	--do--	--do--
10	GPS Marwad	Near Devka Beach, Nani Daman.	--do--	--do--	--do--
11	GPS Devka Colony	Devka Mirasol Garden Road, Nani Daman	I to VII	--do--	--do--
12	GPS Devka	Devka Taiwad, Nani Daman.	I to VIII	--do--	--do--
13	GPS Kadaiya	Near Mirasol Garden, Nani Daman	--do--	--do--	--do--
14	GPS Dabhel	Somnath Vapi Road, Nani Daman	--do--	--do--	--do--
15	GPS Ringanwada	Near Parkson Packaging company, Ringanwada, Nani Daman.	--do--	--do--	--do--
16	GPS Kachigam	Near Kachigam Gram Panchayat, Kachigam, Nani Daman.	--do--	--do--	--do--
17	GPS Varkund	Varkund, Nani Daman	--do--	--do--	--do--
18	GPS Bhensroad	Bhensroad, Nani Daman.	--do--	--do--	--do--
19	GPS Dunetha	Near Dunetha Panchayat Office, Dunetha, Nani	--do--	--do--	--do--

Sr. No	Name of School	Address	Up to which class	Medium of instructions	Boys / Girls
		Daman.			
20	GPS Moti Daman (Municipal Area)	Near Secretariate, Moti Daman.	--do--	--do--	--do--
21	GPS Ambawadi	Beside Swadhyay mandir, Ambawadi, Moti Daman.	--do--	--do--	--do--
22	GPS Pariyari	Pariyari, Moti Daman	--do--	--do--	--do--
23	GPS Damanwada	Nava Jampore, Damanwada, Moti Daman	--do--	--do--	--do--
24	GPS Bhamti	Bhathaiya, Moti Daman.	--do--	--do--	--do--
25	GPS Jampore	Near Jampore Beach, Moti Daman.	--do--	--do--	--do--
26	GPS Naila Pardi	Naila Pardi, Moti Daman	--do--	--do--	--do--
27	GPS A/s. Zari	A/s. Zari, Zari, Moti Daman.	--do--	--do--	--do--
28	GPS Thana Pardi	Thana Pardi, Moti Daman	I to VIII	--do--	--do--
29	GPS Patlara	Talav Falia, Patlara, Moti Daman.	--do--	--do--	--do--
30	GPS Bharwad Falia	Bharwad Falia, Moti Daman.	I to VIII	--do--	--do--
31	GPS Magarwada	Magarwada, Moti Daman.	--do--	--do--	--do--
32	GPS Ringanvada (Eng)	Near, ITI, Vapi Road, Daman	I to V	English	--do--
33	GPS Damanvada (Eng)	Nava Jampore, Damanwada, Moti Daman	I to V	English	--do--
34	GPS JamporeVarlivad	Jampore Varlivad	I to V	Gujarati	--do--

**Information of Govt. School with Upper Primary level in
Daman District.**

Sr. No	Name of School	Address (where to go)	Up to which class	Medium of instructions	Boys / Girls
1	GMS Kathiria (Municipal Area)	Near Satyanarayan Mandir, Nani Daman	VI to VIII	Gujarati	Co-Edn.
2	GMS Dalwada	Dalwada, Nani Daman	--do--	--do--	--do--
3	GMS A/s. Bhimpore	A/s. Bhimpore, Nani Daman	--do--	--do--	--do--
4	GMS Moti Vankad	Moti Vankad, Nani Daman	--do--	--do--	--do--
5	GMS Marwad	Near Devka Beach, Marwad, Nani Daman	--do--	--do--	--do--
6	GMS Kadaiya	Kadaiya, Near Mirasol Garden, Nani Daman	--do--	--do--	--do--
7	GMS Bhensroad	Bhensroad, Nani Daman	--do--	--do--	--do--
8	GMS Dunetha	Near Dunetha Panchayat Office, Dunetha, Nani Daman.	--do--	--do--	--do--
9	GMS Ambawadi	Beside Swadhyay Mandir, Ambawadi, Moti Daman	--do--	--do--	--do--
10	GMS Damanwada	Beside Community Hall, Damanwada, Moti Daman	--do--	--do--	--do--
11	GMS Bhamti	Bhathaiya, Moti Daman.	--do--	--do--	--do--
12	GHS Patlara	Talav Falia, Patlara, Moti Daman.	--do--	--do--	--do--
13	GHS Zari	Village Zari, Moti Daman.	--do--	--do--	--do--
14	GHS Pariyari	Pariyari Moti Daman	--do--	--do--	--do--

15	GHS Kachigam	Kachigam, Nani Daman	--do--	--do--	--do--
16	GHS Dabhel	Dabhel, Nani Daman	--do--	--do--	--do--
17	GHS Bhimpore	Bhimpore, Nani Daman	--do--	--do--	--do--
18	GHS Moti Daman	Fort Area, Moti Daman	--do--	--do--	--do--
19	GHS Nani Daman (E/M)	Near Jetty, Nani Daman	--do--	--do--	--do--
20	GHS Varkund	Varkund, Nani Daman	--do--	--do--	--do--
21	GPS Bharwadfalia	Bharwadfalia, Moti Daman	--do--	--do--	--do--
22	GPS Thanapardi	Thanapardi, Moti Daman	--do--	--do--	--do--
23	GPS Devka	Devka, Nani Daman	--do--	--do--	--do--
24	GPS Devka Colony	Devka, Nani Daman	--do--	--do--	--do--
25	GPS Ringanwada (E/M)	Daman-Vapi main road, Ringanwada, Nani Daman	--do--	--do--	--do--
26	GPS Damanwada (E/M)	Damanwada, Moti Daman	--do--	--do--	--do--

Information of Aided. Primary/Middle Schools in Daman District.

Sr. No	Name of School	Address (where to go)	Up to which class	Medium of instructions	Boys / Girls
1	INS. OF OUR LADY OF FATIMA	Fort Area, Moti Daman	I to XII	English	Co. Ed.
2	SHRI MACHHI MAHAJAN E/M SCHOOL	Near Satyanarayan, Nani Daman	I to XII	English	--do--
3	SARVAJANIK VIDYALAYA	Near Bus Stand, Nani Daman	VI to XII	English/ Guj.	--do--

Information of Pvt. Aided. Primary/Middle Schools in Daman District.

Sr. No	Name of School	Address (where to go)	Up to which class	Medium of instructions	Boys / Girls
1	FR. AGNEO SCHOOL	Bharwadfalia, Moti Daman	I to V	English	Co. Ed
2	HOLY TRINITY HIGH SCHOOL	Dunetha, Nani Daman	I to XII	--do--	--do--
3	SHRINATHJI SCHOOL	Varkund, Nani Dmaan	I to XII	--do--	--do--
4	DIVYAJYOTI ENGLISH SCHOOL	Dabhel, Nani Daman	I to XII	--do--	--do--
5	SHREE SWAMINARAYA VIDYALAYA,	Dabhel, Nani Daman	I to X	--do--	--do--
6	SHRI SAI ENGLISH MEDIUM SCHOOL	Kadaiya, Nani Daman	I to V	--do--	--do--
7	SWAMI VIVEKANAND (E), DALWADA	Dalwada, Nani Daman	I to VIII	English	--do--
8	SWAMI VIVEKANAND (H),DALWADA	Dalwada, Nani Daman	I to X	Hindi	--do--
9	COAST GUARD PUBLIC SCHOOL	Dalwada, Nani Daman	I to XII	English	--do--
10	SHRI MACHHI MAHAJAN G/M SCHOOL	Near Satyanarayan, Nani Daman	I to XII	Guj.	--do--
11	STELLA MARIS E/M SCHOOL	Fort, Nani Daman	I to X	English	--do--
12	AMAN VIDYA NIKETAN	Navi Ori, Nani Daman	I to V	English	--do--
13	VATSALYA VIDYALAYA	Khariwad, Nani Daman	I to V	English	--do--
14	AIM ENGLISH SCHOOL	Dholar, Moti Daman	I to V	English	--do--

MODEL CITIZENS' CHARTER (ELEMENTARY EDUCATION)

The Services and their Related Information

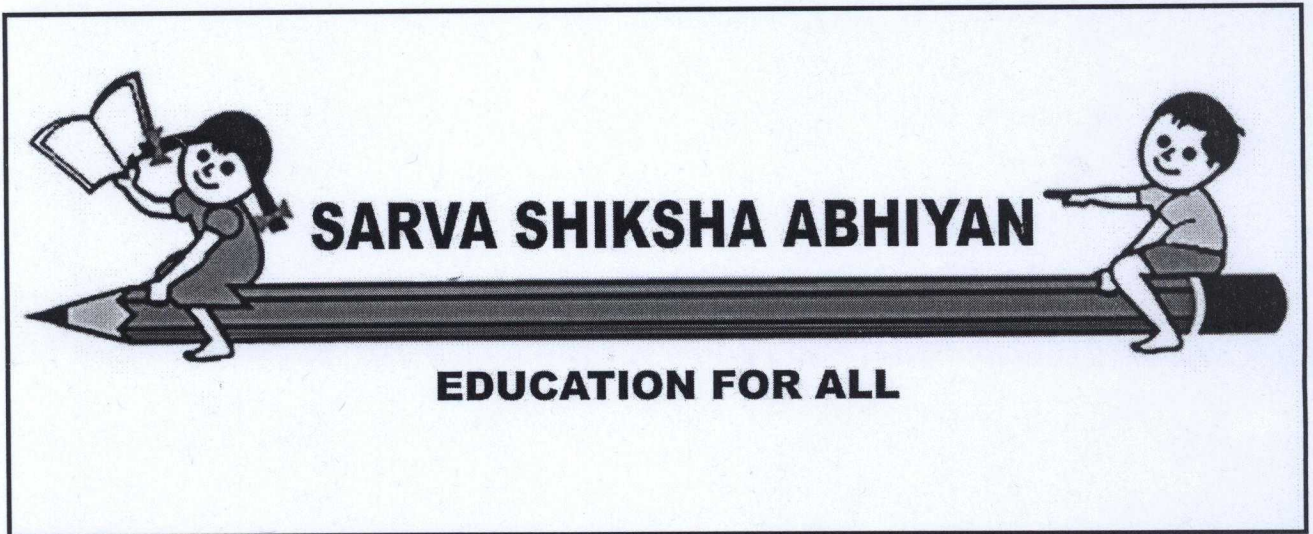
Sr. No.	Services Offered	Formalities Required		Place of Work	Working Hours	Time Limit For disposal	Designate/responsible Officer & address		Alternative Officer	
		Form*	Documents (Self Attested)				Room No.	Tel. No.	Room No.	Tel. No.
1	2	3	4	5	6	7	8		9	
1	Admission	--	Application	School	School Hours	Immediately	H.M. School	--	I/c of the School HM Office	
2	School Leaving Certificate	--	--	--do--	--do--	Immediately	H.M. School			
3	Providing Free Text Book	--	--	--do--	--do--	Once in an academic year	ADE (DP)	2230445	Shri A.M Patel ADEI (DP)	
4	Providing 2 pair of Uniforms	--	--	--do--	--do--	Once in an academic year	ADE (DP)	2230445	Shri A.M Patel ADEI (DP)	
4	Financial Assistant to Disable Children	--	--	--do--	--do--	Quarterly within one week after ending of quarter	ADE (DP)	2230445	do	do
5	Cash Incentive	--	75% Attendance	--do--	--do--		ADE (DP)	2230445	do	do
6	Opening of new pry. School	--	Prescribed application form	ADE	--do--	15 Days	ADE	2255126	Smitha Thomas (ADEI)	
7	Mid Day Meal	--	--	School	School hours	Working days in schools	ADE (DP)	2230445	Ms. SPD Nunes, ADEI (DP)	
8	Sarva Shiksha Abhiyan	--	--	School	School hours	Working days in schools	ADE (DP)	2230445	Shri B.G. Contractor, ADE (DP)	

Effective Grievance Redress Mechanism

Time Limit	Officer to be approached	Meeting Time	Phone Nos.		Information Officer		Compensation to Complainant	Remark	
			Office	Re.	Name	Tel. No.			
						Off.			Re.
10	11	12	13	14	15	16	17	18	
Within one week after the incident	ADE (DP)	Office Hours	2230445	9016240354	ADE (DP)	2230445 9016240354	As decided as per facts of complaint and per day Rs. 50/- in general cases	--	

[Handwritten Signature]

CITIZEN CHARTER
OF
EDUCATION OFFICE, DISTRICT PANCHAYAT



ADDRESS

NEAR MAMLATDAR OFFICE, DIU

PHONE:-02875-252733.

E-mail Id:- edndp_diu@yahoo.com

INFORMATION OF OFFICE

NAME OF OFFICE:-

EDUCATION OFFICE, DISTRICT PANCHAYAT, DIU

**CHIEF EXECUTIVE OFFICER, D.P., DIU
SHRI. LEKHRAJ, DANICS**

**EDUCATION OFFICER, D.P., DIU
SHRI. A. A. SOLANKI**

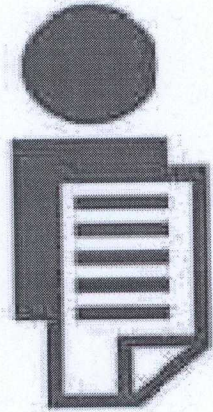
ADDRESS

NEAR MAMLATDAR OFFICE, DIU

PHONE:-02875-252733.

MOBILE NO:

E-mail Id:- edndp_diu@yahoo.com



**RIGHT TO
INFORMATION**

PUBLIC INFORMATION OFFICER : SHRI. A.A. SOLANKI

SECTION IN-CHARGE : SHRI. L.H. JADAV

ADDRESS

NEAR MAMLATDAR OFFICE, DIU

PHONE:-02875-252733.

MOBILE NO:

E-mail Id:- edndp_diu@yahoo.com

LIST OF THE STAFF WORKING IN EDUCATION OFFICE, DIST PANCHAYAT, DIU
WITH ALLOTMENT OF WORK

SR. NO.	NAME OF OFFICER/OFFICIAL	DESIGNATION	WORK DEALING
1	Shri. A. A. SOLANKI	Education Officer	Head of Office/D.D.O./D.P.O. (SSA)/M.D.M./Controlling Officer of All Primary/Upper Primary Schools, Diu District
2	Shri. P.R. MARU	A.D.E.I.	All Academic /Administrative Work
3	Shri. U.V. GOSWAMI	Accountant	All Accounts related work
4	Shri. L.H. JADAV	U.D.C.	Establishment related work and All work entrusted by the E.O.(D.P.), Diu.
5	Shri. P.K. SOLANKI	DATA ENTRY OPERATOR	Disposal of Correspondence /Inward&Outward Section
6	Shri. G.J. BARIA	G.P.S.T.	All M.D.M. related works /Adult Edn.& Pre-Pry. Schools

Note:- 1. The Education Officer is working on Additional Charge

2. Sr.No.5 are working on Deputation in order for smooth functioning of Education Office, Dist. Panchayat, Diu

AUTHORITY TO ISSUE T. R. 5

**SHRI. U.V. GOSWAMI, ACCOUNTANT ,
EDUCATION SECTION, DIST.
PANCHAYAT,DIU.**

CONTROLLING OFFICER

**SHRI. A. A. SOLANKI,
EDUCATION SECTION, DIST. PANCHAYAT,DIU.**

B R I E F

EDUCATION OFFICE,

DISTRICT PANCHAYAT- DIU

2012-13.

Education Office, District Panchayat, Diu renders free of cost education at elementary level in all Govt. Schools from Std I to VIII in two sections viz.

1. Primary section I to V
2. Upper Primary Section VI to VIII

LIST OF GOVT. SCHOOLS FUNCTIONING UNDER EDUCATION OFFICE, DISTRICT PANCHAYAT, DIU

PRIMARY SCHOOLS

Sr. No.	Name of the Primary School	Area URBAN/ RURAL	ENROLMENT		
			Boys	Girls	Total
1.	Govt. Primary School No.1 Ghoghla	URBAN	36	57	93
2.	Govt. Primary School No.2 Ghoghla	URBAN	69	139	208
3.	Govt. Primary School No.3 Ghoghla	URBAN	50	129	179
4.	Govt. Primary School No.1 Diu	URBAN	25	38	63
5	Govt. Primary School No.2 Diu	URBAN	64	90	154
6	Govt. Primary School Gandhipara	URBAN	06	03	09
7	Govt. Primary School Fudam	URBAN	14	09	23
8	Govt. Primary School Malala	RURAL	14	20	34

9	Govt. Primary School Nagoa	RURAL	42	57	99
10	Govt. Primary School Kevdi	RURAL	25	23	48
11	Govt. Primary School Bucharwada	RURAL	79	70	149
12	Govt. Primary School Zolawadi	RURAL	25	25	50
13	Govt. Primary School Patelwadi	RURAL	27	35	62
14	Govt. Primary School Dagachi	RURAL	115	129	244
15	Govt. Primary School Saudwadi	RURAL	164	181	345
16	Govt. Primary School No.1 Vanakbara	RURAL	327	405	732
17	Govt. Primary School No.2 Vanakbara	RURAL	137	150	287
18	Govt. Primary School No.3 Vanakbara	RURAL	30	39	69
19	Govt. Primary School No.4 Vanakbara	RURAL	45	46	91
TOTAL			1294	1645	2939

SUBJECTS TAUGHT IN VARIOUS CLASSES IN THE SCHOOLS

PRIMARY SCHOOLS

STD I & II	STD III & IV	STD V
Gujarati	Gujarati	Gujarati
Maths	Maths	English
Individual Project Development	Environment	Hindi
	Creative Activities/Sports & Drawing	Maths
		Science & Technology

	Social useful & productive works.	Social science
		Games

UPPER PRIMARY SCHOOLS

Sr. No.	Name of the Upper Primary School	Area URBAN/RURAL	ENROLMENT		
			Boys	Girls	Total
1.	Govt. Middle School Girls –Ghoghla	URBAN	00	290	290
2.	Govt. Middle School Boys –Ghoghla	URBAN	209	00	209
3.	Govt. Middle School Girls – Diu	URBAN	00	135	135
4	Govt. Middle School Girls _ Diu	URBAN	111	00	111
5	Govt. Middle School Fudam	URBAN	23	24	47
6	Govt. Middle School Kevdi	RURAL	18	24	42
7	Govt. Middle School Nagoa	RURAL	34	44	78
8	Govt. Middle School Bucharwada	RURAL	118	114	232
9	Govt. Middle School Dagachi	RURAL	98	107	205
10	Govt. Middle School Saudwadi	RURAL	105	144	249
11	Govt. Middle School Girls - Vanakbara	RURAL	00	410	410
12	Govt. Middle School Boys - Vanakbara	RURAL	326	00	326
TOTAL			1014	1292	2306

SUBJECT TAUGHT IN UPPER PRIMARY SCHOOL:

STD VI	STD VII	STD VIII
Gujarati	Gujarati	Gujarati
English	English	English
Hindi	Hindi	Hindi
Maths	Maths	Maths
Science & Technology	Science & Technology	Science & Technology
Social Science	Social Science	Social Science
Sanskrit	Sanskrit	Sanskrit
Additional Subject		
Creative Activities	Creative Activities	Creative Activities
Games	Games	Games
Computer Introduction & Basic knowledge	Computer Introduction & Basic knowledge	Computer Introduction & Basic knowledge

*** Information of Non Teaching Staff:**

Designation	Sanctioned Posts	In Position	Vacant Post
Primary Teachers	172	88	84
Primary Head Masters	08	07	01
Upper Primary Headmasters	11	09	02

***Office Staff:**

Sr.No.	Designation	No. of Post	In Position
1.	Education Officer	01	On Additional Charge
2.	A.D.E.I.	01	Working in Divert Capacity
3.	Accountant	01	Working three days in week
4.	UDC	01	Vacant
5.	LDC	02	Vacant
6.	Statistical Investigator	01	Vacant
7.	Supervisor (Adult Education)	01	Transferred along with post
8.	Peon	01	Vacant
9.	Driver	01	Vacant

1) Semester System is adopted in Std VI to VIII from 2012-13 onwards

3) **Sarva Shiksha Abhiyan** : Centrally Sponsored Scheme Successfully functions under Education Officer, DP, Diu with a thrust to provide quality Education to all ,

maintain 100% retention rate, and bring dropout rate to 0 % . Free Text Books to all students from Std . I to VIII free uniform to all girl students,. Uniforms & Stationeries.

Redresses and Grievance Mechanism is set up with the Contact Person for SSA with

Contact Person – K. C. Bariya, A.D.P.O., Mo. No. 9725450689

S.S.A. Office : 02875-253944

Email : ssadiu@yahoo.in

1) **Mid Day Meal Scheme** : Centrally sponsored Scheme also is implemented in 32 schools including 01 Grant- in – aid school . Nutritious

Food is provided to all children for Supplement in Nutrition, attract students in schools and maintain Retention rate. Redressal & Grievance Mechanism is set up in all Schools under the Head Masters of respectively Schools and office level :

2) Contact Person MDM Supervisor: **9724219612**

3) Academic matter, Contact Person, ADEI – **9904144864**.

4) Education Office, District Panchayat, Diu -**02875-252733**.

It also renders Pre-Primary Education in 08 Centers with maximum intake Capacity of 30 students in each centre in the age group 4 to 5 years.

Pre- Primary Centre in Urban Area

1)Pre-Primary Center -Govt. Primary School No.2 Ghoghla.

2)Pre-Primary Center- Govt. Primary School No.3, Ghoghla.

3)Pre-Primary Center- Govt Middle School No.2 –Diu.

Pre- Primary Center in Rural Area

4)Pre-Primary Center- Govt Middle School Bucharwada.

5)Pre-Primary Center- Govt Middle School Dagachi. 6)Pre-

6)Primary Center- Govt Middle School Saudwadi. 7)Pre-

7)Primary Center- Govt Middle School No.1 Vanakbara.

8)Pre-Primary Center- Govt Middle School No.1 Vanakbara.

ACTIVITIES

Sr. No	SERVICES/FACILITIES RENDERED	PROCESS FOR COLLECTION	TIME LIMIT FOR DISPOSAL	TO WHOM TO CONTACT
1.	Monetary incentive to girl students under Plan Scheme	Concerned school.	Yearly. In last quarter of the financial year	E.O, District Panchayat, Diu
2.	School level education	Head Masters of Concerned School	Continuing process	Education Office, District Panchayat, Diu.
3.	Mid day Meals	Head Masters of Concerned School	220 working days	MDM Supervisor/Edn.Office Dist. Panchayat, Diu.
4.	Counter signature	Outward/Inward section	Immediately. During office hours.	Clerk, Education Office, Dist Panchayat, Diu
5.	Issuing of Leaving certificate	Head Masters of Concerned School	Immediately	Head Master of concerned school.
6.	1) Admission	Concerned School	Immediately	Head Master of concerned school.
	2) Admissions for outside students.	Concerned School	Immediately, as per requirement of the school leaving certificate must be countersigned by the District Education Officer of the district in	Head Master of Concerned school.

			which he/she last attended school.	
7.	Correction/change in name, date of birth etc.	Head Master of Concerned School(Application with affidavit/birth certificate & other supporting documents)	Within 3 days	Education Office, District Panchayat, Diu.
8.	Terms and Vacation	Circular from Asst. Director of Education Office.	Yearly	Asstt. Director of Education, Daman.
9.	S.M.C., P.T.A. and M.T.A.	Head Master of concerned school.	Continuous scheme	Head Master of concerned school.
10.	All types of scholarships	Filled up Forms from school	Yearly process	Head Master of concerned school & E.O., District Panchayat, Diu.
11	Free Text Books	SSA Cell, Diu.	Month of June	DPO/E.O., Dist. Panchayat, Diu.
12	Free Uniforms for SC/ST Students	Head Master of concerned school	Yearly	Education Officer, Collectorate, Diu

REDRESSAL OF GRIEVANCE

For Redressal of grievance, the Education Officer, Dist. Panchayat, Diu/Asstt. Director of Education, District Panchayat, Daman/The Chief Executive Officer, Dist. Panchayat, D&D, Daman.