



CENTRAL BOARD OF SECONDARY EDUCATION

(An autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)
17, Rouse Avenue, New Delhi – 110 002

F. No. CBSE/ACAD/Dir (Trg.)/M&M/2011

December 5, 2011

Circular No.86/2011

Sub.: Mentoring and Monitoring exercise for the session 2011-12 – appointment of Mentors regarding.

**Dear Principal,
Mentor/Mentee schools,**

For proper implementation of CCE in its schools, the Board has conducted a number of Mentoring and Monitoring workshops to train the Mentors through out the country. In the academic session 2010-11 and in the current session together the board has covered almost entire country for M&M training.

Nowadays mails and phone calls are being received regarding M&M training and the Mentors allotted to an individual school for the current year.

In reference to such queries it is for information of the Mentors and Mentee schools that :

1. The mentee schools where Mentors were appointed last year may continue to take Mentorship of old mentors until they receive any communication from the Board about change of Mentor.
2. The Old Mentors are requested to Mentor the schools allotted to them last year with the same Mentor ID which was allotted last year until they receive any fresh communication following a training programme, if any, attended by them in the current session.
3. New Mentors who have been trained during the current session may kindly start mentoring those schools which have been allotted to them at the time of training or through letter sent/being sent on your e-mails.

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4. After the Mentee schools are visited and mentored by the Mentors, they are requested to kindly submit the **Online Reports** at the earliest in the **Handout-3F** in respect of each school mentored by them. **No combined report in respect of all the schools mentored should be sent.** They may also submit their Bills for Token Honorarium and actual conveyance duly certified and supported with documents strictly as per guidelines contained in appointment letter issued to them.
5. For further information, if any, they may kindly contact Mr. Shekhar Chandra, Section Officer (CCE/M&M) through e-mail on: www.cbsemnm@gmail.com or on telefax No. 011-23234324.

With regards,

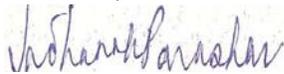
Yours sincerely,



(Dr. Sadhana Parashar)
Director (Trg.)

Copy to :

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110 016.
2. The Commissioner, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi.
3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054.
4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160 017.
5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim – 737101.
6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar – 791 111
7. The Director of Education, Govt. of A&N Islands, Port Blair - 744101.
8. The Secretary, Central Tibetan School Administration, ESSESS Plaza, Community Centre, Sector 3, Rohini, Delhi-110 085.
9. All the Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions.
10. The Education Officers/AEOs of the Academic Branch, CBSE.
11. The Joint Secretary (IT) with the request to put this circular on the CBSE website.
12. The Library and Information Officer, CBSE
13. EO to Chairman, CBSE
14. PA to CE, CBSE
15. PA to Secretary, CBSE
16. PA to Director (Acad.)
17. PA to Director (Spl. Exam)
18. PA to HOD (Edusat)
19. PRO, CBSE



(Dr. Sadhana Parashar)
Director (Trg.)