



केन्द्रीय विद्यालय संगठन
Kendriya Vidyalaya Sangathan
18 संस्थानिक क्षेत्र
18 Institutional Area,
शहीद जीत सिंह मार्ग
Shaheed Jeet Singh Marg
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File No. 11-E-3060(NIA)/2/2018-Estt-III /Pt.

Date: 29.11.2018

To

The Deputy Commissioner
Kendriya Vidyalaya Sangathan
All Regional Office

Most Important

Subject: **Invitation for presentation before National Level Independent Jury by the employees whose nominations have been forwarded by the Regional Level Jury for National Level Incentive Award.**

Madam/Sir,

With regard to the subject cited above this is to inform that meetings of National Level Independent Jury constituted for the selection of awardees for KVS National Incentive Award 2018 have been scheduled to be held on **4th December, 2018 (Tuesday) and 5th December, 2018 (Wednesday) from 08:00 AM in the Bhishm Sabhagar, KVS(HQ), 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi-16.**

You are therefore, requested to intimate the employees of your region whose nominations have been forwarded to National Level Independent Jury by the Regional Level Independent Jury to attend the presentation session at KVS (HQ), New Delhi on the above scheduled dates. It is also inform that they will carry the following items with them and handover the person concerned at the venue of presentation:-

1. Time for the presentation has already been fixed for each employee 07 to 10 minutes. Employees have to bring their power point presentation in a pen drive.
2. Each employee has to bring 02 passport size recent best quality colored photographs.
3. Each employee has to bring one copy of citation written in not more than 150 words in Hindi and English languages in soft copy in pen drive.
4. Date for presentation for each employee has been mentioned against the name of employee in the enclosed list.
5. Employees whose presentation has been scheduled for 4th December 2018 should be reached in Delhi on 3rd December, 2018. Likewise, those employees whose presentation has been scheduled for 5th December, 2018 should be reached in Delhi on 4th December 2018 i.e. one day before the day of presentation to avoid any inconvenience.
6. Employees are to be provided with TA/DA as per their entitlements to attend this presentation.
7. Employee of KV Moscow will give presentation through video conferencing on 5th December, 2018. He/ She need not to come to Delhi for this purpose.

This issues with the approval of the competent authority of KVS.

Yours faithfully,


S S Chauhan

Assistant Commissioner (Estt2/3)

Encls: List of employees