

Kendriya Vidyalaya Sangathan
(Administration-I Section)

F.11031/2020-KVS(HQ)/Admn-I/558

Dated : 07.09.2020

Notice

Sub : Dak Management System – VIP References reg.

Office of Hon'ble Minister of Education has implemented Dak Management System(DMS) to monitor pending VIP Cases. This office has received a list of 1179 pending cases from Joint Secretary (Inst.). The list of pending VIP references (1179) along with the e-mail of JS(Inst.) has been forwarded from the O/o Commissioner KVS to all Divisional Heads and it is requested that work may be initiated immediately by concerned officers through their respective sections.

As desired by JS(Inst.), the inputs for replies to the VIP references to be sent by Hon'ble Education Minister should be uploaded urgently in DMS Portal. In case replies have already been sent by officers of KVS(HQ), the same is to be uploaded in the DMS Portal at the earliest. It is further informed that Hon'ble Education Minister would be reviewing the DMS portal in the month of September, 2020.

All Sections/Branches/Divisions Heads of KVS(HQ) are requested to monitor the disposal of the these references and record may be maintained. The record of 'action taken' may preferably be maintained in the format given below as received from Ministry under column "Remarks and current status". A copy of the same may please be sent to Admn.-I section every week (Monday) for the purpose of co-ordination.

S.N	File /FTS	Name/Address /Category	Subject	Date of Received	Status (Inward/ outward)	Forward/ Outward detail	Forward/ Outward Concern to	Remark and Current status
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(P.K.Koul) 7/9/2020

Joint Commissioner(Pers.)

Distribution :-

1. All Sections/Branches/Division Heads at KVS(HQ) for necessary action.
2. PS to Commissioner, KVS for information.