

**GOVERNMENT OF NAGALAND**  
**DIRECTORATE OF SCHOOL EDUCATION**  
**KOHIMA : NAGALAND**

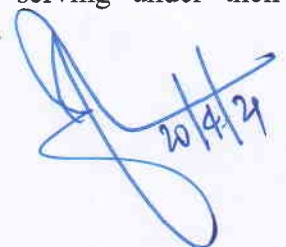
NO.: ED/AEI-23/2021

Kohima, the, 20<sup>th</sup>, April 2021

**NOTIFICATION**

In pursuance to Government Order No.CSO/GAB-I/COM/GEN-I/2020 Dated, 19<sup>th</sup> April 2021, the following directives are hereby issued for strict compliance by all employees serving under the Department of School Education, Nagaland.

1. All categories of Teachers, Officers/Staff serving in Government Schools, DEO/Sr. SDEO/SDEO establishments shall remain in station and attend duties at respective establishments. No employee shall leave station without obtaining Station Leave Permission from competent authorities.
2. Teachers shall prepare Explanatory Notes, Worksheets, Assignments etc for topics given in text books for Classes I to VIII.
3. School Heads shall make arrangements to distribute the Notes, Worksheets/Assignments etc to Parents of students once or twice in a week on different days/timings for different classes so as to follow the SOPs notified by the State Government vide Order No.CSO/GAB-I/COM/GEN-I/2020 Dated, 16<sup>th</sup> April 2021.
4. Parents/Students shall be notified for submission of the completed Worksheets/Assignments on specified days at different intervals of time for the different classes. Schools shall collect the completed Worksheets/Assignments and distribute new Notes, Worksheets/Assignments etc along with feedbacks of the previous Worksheets/Assignments submitted.
5. Parents may be encouraged to take keen interest in the Worksheets/Assignments of their children and assist in Online/Digital mode of education as far as possible.
6. School Heads shall ensure that only a reasonable number of Worksheets/Assignments **which can be completed by students through self study** are given to students.
7. Use of Digital/Online mode of education shall be encouraged. The Video Lessons broadcasted for classes V to XII during the lockdown period 2020 are still available in Department's Youtube Channel ( DoSE Nagaland) and Facebook Page( School Education, Nagaland). Teachers and students are advised to make use of those videos as well. More digital/video lessons will be provided shortly by the department.
8. Regular classes shall continue to be conducted for students of classes 9 and above strictly following the SOPs notified.
9. Teachers shall record details of Notes, Worksheets/Assignments prepared, distributed and feedbacks given etc in a note in the format given in Teachers' Diary and the same shall be checked and countersigned by the School Heads regularly(New Teacher's Diary will be issued soon).
10. School Heads shall upload Daily Activities in the Online School Monitoring Portal (<https://school.dosenl.in/>) w.e.f. 28/04/2021 before 4 pm **of all working days along with attendance report of teachers.**
11. It is mandatory for all Government School Teachers ( including School Heads) to register at the Teacher's APP. School Heads shall ensure that all teachers serving under their establishment are registered at the Teacher's APP:

  
20/4/21

12. Particulars of Teachers who have not yet registered at the Teacher's APP due to Mobile Number mismatch may be submitted to ( **reports.dosenl@gmail.com**) through respective DEO/Sr. SDEO/SDEO in the following format in MS Excel File before **26/04/2021**.

Name	Desig.	Gender	Name of School	Mobile No.	Email	Cadre( State/RMSA)	DEO/SDEO Est.
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(SHANAVAS C) IAS  
Principal Director

NO.: ED/AEI -23/2021—44

Kohima, the, 20<sup>th</sup> April 2021

Copy to:

1. The P.S to Advisor, School Education, Kohima, Nagaland for information.
2. The Special Secretary to the Govt. of Nagaland, Department of School Education & SCERT, Kohima, Nagaland for information.
3. The Director, DIPR, Kohima, Nagaland with request to give wide publicity through Print & Electronic media.
4. The Director, SCERT, Kohima, Nagaland for information.
5. The Chairman, NBSE, Kohima, Nagaland for information.
6. All DEOs/Sr. SDEOs/SDEOs, Nagaland for information and necessary action.
7. Heads of all Govt. Schools, Nagaland for information and necessary action.
8. Office copy.

(SHANAVAS C) IAS  
Principal Director