

Advisory for the selected Master Trainers

Dear Participant,

Many felicitations on being selected for the role of a Master Trainer for EVS Primary Level (Classes III – V). Following is the advisory for your participation in the three days programme organized by DAV CAE from **13 – 15 June, 2019**.

Please note the instructions carefully :

1. As we begin the sessions from **8.30 a.m. on 13th June, 2019** try and reach Delhi on evening of **12th June, 2019** and programme will be over by 3.00 p.m. on 15th June, 2019 the final day of training. Please book your return ticket accordingly.
2. Be ready and prepared with innovative ideas and discuss and identify any problems area in the concepts of particular classes.
3. Registration - Register on www.davcae.net.in under the training heading which is mandatory. In case of any queries regarding registration, please contact :
Mrs. Vanita Jaisingh - (011-23503500 Extn: 302 & 233)
4. Course Fee : Demand Draft of **Rs.3,000/- drawn in favour of DAV Centre for Academic Excellence, New Delhi** may either be sent by post or can be deposited during the programme at Delhi.
5. Reporting for the program - Kindly do intimate through your Principal, your arrival and departure time well before time on e-mail ID – dcae.aa@davcae.net.in and call **Mr. Vikram Bhalla**, at 011-23503500 Extn.302 Mobile No: 09560609853 inform him the date and time of arrival and departure. **You will report at Hotel directly. The name and address of Hotel will be intimated to you shortly on your e-mail address and SMS on your Mobile Phone.**
6. Your stay arrangement will be made at good, safe and hygienic hotels nearby which will provide breakfast and dinner. Please carry enough extra cash for payment of your hotel bills. **The room will be on sharing basis i.e two persons in a room, which will cost Rs.1600/- per person per day (including breakfast and dinner)** All other expenses of Lunch and Tea will be borne by DAVCAE.

With regards

Mrs. Rajinder Narula
Programme Coordinator