



**DAV Centre for Academic Excellence**  
**DAV College Managing Committee**  
**Chitra Gupta Road, Paharganj, New Delhi-55**

**Ref. No. DAVCAE/2022-2023/ 415**

**Date 28/11/2022**

**Subject: Capacity Building Program of Senior Secondary Master Trainers of Economics**

**Training Coordinates**  
**DAV Public Schools**

Dear Sir/Madam,

CBSE has announced a major change in the curriculum of Economics subject for grade XI and XII from this academic year. Text books of NCERT have been updated with lot of additions and deletions in various chapters.

In order to strengthen our teachers as per the new requirement of the changed syllabus and to develop the necessary knowledge/skills in the subject concerned, DAVCAE announces a 3 days Capacity Building Program in the month of December, 2022 for the Master Trainers of Economics at Sr. Secondary Level.

**Tentative Programme Dates**

Kindly note, that the capacity building program for Sr. Secondary Master Trainers will be organized in the month of December, 2022. For working convenience and to accommodate more MTs we have segregated the participants into TWO groups. The details of states covered/included under Group I and Group II are given below:

**Group I : J & K, HP, Uttrakhand, Punjab, Haryana, Delhi, NCR, Rajasthan, UP and Chandigarh**

**Group II: Tamil Nadu, Telangana, AP, Odisha, West Bengal, Bihar, Jharkhand, CG, MP and MH**

**The dates of workshops for each group is given below:**

**Group - I : 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> December, 2022**

**Group - II : 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup> December, 2022**

**All the Master Trainers of Group-I shall report on the evening of 5<sup>th</sup> December, 2022 and of Group-II shall report in the evening of 14<sup>th</sup> December, 2022 before the training commences.**

1. In consultation with the Cluster Head please select a Master Trainers teaching Sr. Sec. level.
2. The teacher nominated for Sr. Secondary section should be teaching Economics in grade XI and XII

**On-line Registration & Course Fee**

1. Once the names, have been finalized, kindly register them on DAVCAE website [www.dcae.net.in](http://www.dcae.net.in) under the training link. Online registration is compulsory for all the participants.
2. The Course fee of **INR. 8000/- per participant** may be paid as Demand Draft in favor of "DAV Centre for Academic Excellence" may be deposited during the programme at New Delhi. Kindly note this fee will cover the workshop as well as boarding and lodging expenses.

## **Workshop Venue & Stay**

1. The venue of the Capacity Building Programme is DAV College Managing Committee, Pahar Ganj, New Delhi
2. The stay of the Participants will be organized at safe and hygienic hotels near DAVCMC.
3. If any participant requires stay/meal arrangements before or after the given duration, the extra expenses will be borne by the participant himself/herself.
4. During the duration of extra stay, before/after the programme time mentioned above, the safety and well-being of the participant will not be the responsibility of DAVCAE.

## **General Instructions:**

1. It may be noted that all the participants are allowed to leave the venue only after the completion of the programme i.e. on day 3 after 4.30 p.m., therefore train/flight tickets must be booked accordingly.
2. **Late entry or early departure will not be allowed.** No participant will be allowed to leave the meeting for any errand other than occasional use of washroom.
3. Participants are requested NOT to bring any family members as it causes unnecessary Administrative and Financial burden on DAVCMC, more so it is a residential programme wherein participants are expected to complete the previous day assignments/work, with complete dedication and sincerely. Hence, please select MT who is willing and can travel on his/her own.
4. Please ensure that Participants selected are in sound health and fit to travel, also they may be requested to provide an emergency contact number and name at the time of registration.
5. If on any medication for a chronic ailment, participants must carry their medicines for the complete duration of Training Programme.
6. If any participant has flu/Covid-like symptoms or a serious medical condition, DAVCAE office must be informed and participant's name must be withdrawn immediately.
7. The Cluster Head must approve the travel itinerary and the number of days for which the participant will be on duty, including the travel time and programme duration.

## **EXPECTATIONS FROM PARTICIPANTS**

1. During the CBP, participants are expected to:
  1. be punctual and sincere.
  2. participants must remain active and alert
  3. participate enthusiastically in the discussions.
  4. give their relevant inputs/ask queries as and when appropriate.
  5. complete and submit the allotted tasks well in time.
  6. note important take-aways for future cluster-level trainings.



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**All the ROs/AROs & Cluster Heads are requested to personally ensure through regular follow-ups that the transfer of learning happens in each cluster in its true spirit.**

For any further query with respect to stay arrangements, payment etc. you may contact **Mrs. Vanita Jaisingh**, who could be reached at cell no : 9911301316 or **Kshipra Verma, Education Officer, DAVCAE and Programme Coordinator** at cell no. 09250842142 or 09250553323. You will also be receiving further details of the Capacity Building Programme along with instructions to be passed on to the participants. Kindly ensure that it is disseminated to all concerned.

Yours sincerely,

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Dr. Nisha Peshin  
Director (Academics)

CC: 1. Directors Public Schools  
2. All Cluster Heads

Encl: List of Participants