

West Bengal Board of Secondary Education

"Nivedita Bhawan", DJ-8, Sec-II, Salt Lake City, Kolkata - 700091

Tele-Fax : (033) 2321-3827

E-mail ID : wbbse.academic@yahoo.com



WHEN REPLYING, PLEASE QUOTE

Memo No. N/S/240

Date 28.11.2013

C I R C U L A R

From
The Secretary,
W.B.B.S.E.

To,
The all Head of the Institutions recognized by the Board.

Sub : Attending Training Programme/Workshops organized by Centre for Cultural Resources and Training, (CCRT).

Sir/Madam,

This is to inform you that CCRT will organize Training Programme / Workshops for the deputed teachers of Secondary Schools on various dates from the month of December 2013 to March 2014.

You are therefore requested to depute one teacher at a time from your school to attend any one Training Programme / Workshops.

The particulars of Training Programmes/Workshops, the Brief Note and Application Form of the particular workshop are enclosed here with.

You are therefore requested to go through the entire matter and depute one approved teacher at a time from your school and send him/her with the duly filled up Application Form along with the **extract of the Managing Committee Resolution in original allowing the teacher to join the particular Workshop on Deputation Leave** and all other requisite papers to the Deputy Secretary (Academic), W.B.B.S.E, Nivedita Bhawan, Salt Lake, for the necessary **Counter Signature** in the application form.

With regards.

Secretary

West Bengal Board of Secondary Education

Encl.

1. Training Programme/Workshop Schedule.
2. Brief Note.
3. Application Form.
4. Logistics.

Memo No. N/S/240/1(7)

Date 28.11.2013

Copy forwarded for information and necessary action to :-

1. Deputy Secretary (Administration)-in-charge, WBBSE, with a requested to upload the Circular in Board's website.
2. Deputy Secretary (Academic), W.B.B.S.E.
3. Deputy Secretary (General) I & II, W.B.B.S.E.
4. Regional Officers, W.B.B.S.E. Kolkata, Burdwan, Medinipur & North Bengal,
5. All Special Officers (Academic), W.B.B.S.E.
6. P.A to the Administrator, W.B.B.S.E.
7. P.A. to the Secretary, W.B.B.S.E.
8. File.

Secretary

West Bengal Board of Secondary Education

Centre for Cultural Resources and Training

New Delhi

Sl. No.	Training Programme / Workshops	Eligibility Criteria	Date	Venue
1	Role of Schools in Conservation of the Natural & Cultural Heritage	Middle/Sec/Sr. Sec School Teachers (below 50 years of age)	December 9-19, 2013	Centre for Cultural Resources & Training, Plot No. – 15-A, Sector – 07, Dwarka, New Delhi – 110075 Ph. No. – 25309300, Fax No. – 011-25088637 Email: dgcprt@rediffmail.com
2	Role of Schools in Conservation of the Natural & Cultural Heritage	Middle/Sec/Sr. Sec School Teachers (below 50 years of age)	December 10-20, 2013	Regional Centre, Centre for Cultural resources & Training, 3B, Ambavgarh, Near Swaroop Sagar Lake, Udaipur, Rajasthan, Ph. – 0294-2340764, Fax – 0294-2430771 Email: cctrud@rediffmail.com
3	Role of Schools in Conservation of the Natural & Cultural Heritage	Middle/Sec/Sr. Sec School Teachers (below 50 years of age)	December 27, 2013 to January 07, 2014	Regional Centre, Centre for Cultural Resources & Training, Opp. CII, (Confederation of Indian Industry) (Near Google Office), Madhapur to Kondapur Main Road, Madhapur, Hyderabad – 500081 Ph. No. – 040-23117050 (m) 09849026634 Fax – 040 – 23111918 (General) Email: rchyd.cprt@nic.in
4	Socially Useful Productive Work / Work Experience	Primary/Middle/Sec/Sr. Sec School Teachers (below 50 years of age) Teaching subjects like Craft/Drawing/Printing/Arts/SUPW/WE	January 14-24, 2014	Centre for Cultural Resources & Training, Plot No. – 15-A, Sector – 07, Dwarka, New Delhi – 110075 Ph. No. – 47151000, Fax No. – 011-25088637 Email: dgcprt@rediffmail.com
5	Orientation Course	Middle/Sec/Sr. Sec School Teachers (below 50 years of age)	January 27 to February 15, 2014	Regional Centre, Centre for Cultural Resources & Training, 3B, Ambavgarh, Near Swaroop Sagar Lake, Udaipur, Rajasthan, Ph. – 0294-2340764, Fax – 0294-2430771 Email: cctrud@rediffmail.com

Sl. No.	Training Programme / Workshops	Eligibility Criteria	Date	Venue
6	Orientation Course	Middle/Sec/Sr. Sec School Teachers (below 50years of age)	January 28 to February 17, 2014	Centre for Cultural Resources & Training, Plot No. – 15-A, Sector – 07, Dwarka, New Delhi – 110075 Ph. No. – 47151000, Fax No. – 011-25088637 Email: dgcrt@rediffmail.com
7	Socially Useful Productive Work / Work Experience	Primary/Middle/Sec/Sr. School Teachers (below 50years of age) Teaching subjects like Craft/Drawing/Printing/Arts/SUPW/WE	February 05-15, 2014	Regional Centre, Centre for Cultural Resources & Training, Opp. CII, (Confederation of Indian Industry) (Near Google Office), Madhapur to Kondapur Main Road, Madhapur, Hyderabad – 500081 Ph. No. – 040-23117050 (m) 09849026634 Fax – 040 – 23111918 (General) Email: rhyd.ccrtnic.in
8	Orientation Course	Middle/Sec/Sr. Sec School Teachers (below 50years of age)	February 18 to March 5, 2014	Centre for Cultural Resources & Training, Plot No. – 15-A, Sector – 07, Dwarka, New Delhi – 110075 Ph. No. – 47151000, Fax No. – 011-25088637 Email: dgcrt@rediffmail.com
9	Role of Schools in Conservation of the Natural & Cultural Heritage	Middle/Sec/Sr. Sec School Teachers (below 50years of age)	February 18 to March 13, 2014	Srimanta Sankaradeva Kalakshetra Society, Panjabari, Guwahati – 731037, Assam Ph. No. – 0361-2332665, Fax – 0361-2330269 Email: rc_ccrtnic.in
10	Socially Useful Productive Work / Work Experience	Primary/Middle/Sec/Sr. School Teachers (below 50years of age) Teaching subjects like Craft/Drawing/Printing/Arts/SUPW/WE	March 11-21, 2014	Regional Centre, Centre for Cultural Resources & Training, 3B, Ambavgarh, Near Swaroop Sagar Lake, Udaipur, Rajasthan, Ph. – 0294-2340764, Fax – 0294-2430771 Email: ccrtrcud@rediffmail.com



CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

**BRIEF NOTE
ORIENTATION COURSE**

The Orientation Course is organised for Middle/Secondary/Senior Secondary School teachers and Teacher Educators from all parts of the country throughout the year. It is approximately of three weeks duration and consists of a variety of programmes such as lectures, lecture - demonstrations, practical classes on handicrafts and other academic areas of the training programme and educational tours to places of natural and cultural interest. The training programme introduces the participants to the rich fabric of our artistic and cultural heritage. It is designed to give the participants an idea of the variety of creative expressions in India and how the school children can be exposed to the beauty in nature and art. Members of the community and specially the younger generation need to understand the cultural heritage, the variety of geo-physical features and racial, religious, linguistic groups that have contributed to the aesthetic quality and richness of our culture. It is this awareness that fosters love for all mankind and helps in producing better citizens.

The Orientation Course has the following objectives:

- To create an awareness about Indian culture, its continuity and diversity.
- To develop methodologies for incorporating cultural components in classroom teaching to make teaching learning a total experience.
- To provide an opportunity to interact with scholars, artists, educationists for positive attitudinal changes towards innovative teaching.
- To provide skills and training in creative expressions by integrating arts in education.
- To provide an opportunity to participants teaching various disciplines (subjects) in different parts of the country to work together for the integrated approach to education.

The Course Content :

The framework of the Course consists of :

- Theoretical study of art and culture;
- Practical training in arts & crafts;
- Preparation of lesson plans, Project on methodologies of linking Education with Culture;
- Educational tours to historical monuments, museums and nature parks;
- Evaluation through discussions, and studies on culture and education;
- Other educational activities.

Illustrated lectures and lecture demonstrations on aspects of Philosophy, Aesthetics, Architecture, Sculpture, Painting, Literature, Music, Dance, Theatre, Folk and Traditional Arts, Handicrafts, etc. are arranged. These aim towards giving an orientation and background to the participants with regard to the various facets of India's rich artistic and cultural heritage in a concrete and tangible form.

The lectures in each subject give brief historical background alongwith some essential definitions and details of techniques pertaining to the art forms. The major stress, however, is on how to create interest and appreciation of Indian Culture in the minds of the young generation. All these lectures are profusely illustrated and in subjects like music and dance etc. the lectures are supplemented with live demonstrations and recitals. The lectures are delivered by renowned experts in their respective fields.

Apart from these lectures, practical classes in wheel thrown pottery, book binding, macrame, tie & dye, and other traditional handicrafts are also arranged and each teacher participant is expected to learn at least three to four crafts indepth. Each teacher trainee spends about a week, learning skills and techniques of these crafts which can be easily taught in the schools. The teachers are offered training in those crafts which are suitable for Indian schools in terms of cost, availability of materials and productive value.

In addition, songs in national languages are taught during the course. In these sessions an attempt is made to sensitise the teachers to the inherent beauty in all the languages and the richness and variety in musical expressions. The teachers are also introduced to movement and mime through body exercises and traditional *mudras* and gestures used in Indian dance forms. These activities help the teacher trainees to enhance their communication skills and relate their classroom teaching to poetry, music and movement, to create an environment for discovering the inner potential and talents of the child. The teacher trainees prepare educational aids and other teaching materials on the use of art for education. The Orientation Course also aims at training teachers to devise innovative methodologies for making classroom teaching interesting and to integrate knowledge of arts & crafts with curriculum teaching.

Towards the end of the training, participating teachers finalize lesson plans and sometimes work with local school students for obtaining evaluation and feed-back.

A unique feature of the Training Programme is that teacher participants teaching different disciplines coming from different parts of the country, speaking a variety of languages stay together and learn about the multifaceted aspects of life and culture of India. In addition to creating an awareness and interest in our heritage, it helps them to integrate this knowledge with curriculum teaching.

The participating teacher should have a good academic record and is drawn largely from the disciplines of social sciences and language teaching. Teachers from other disciplines may also be selected if they are interested in this programme. A good command over the English language is necessary as the medium of instructions during the training will be in English. This is for the benefit of teachers participating from all parts of the country.

To enable the teacher to carry out the work effectively, each school from which the teacher is trained is provided with the CCRT's Cultural Software including cultural packages, subject to availability. The use of materials would entail extra work for the teacher, hence the Kit is supplied to selected schools, subject to the interest shown by the teacher in the course, his/her attendance and active participation in the programme & his/her performance in the evaluations during the training. The Cultural Software cannot be claimed as a matter of right by the institution which the teacher represents in the training programme.

Few guidelines for recommending the names of teachers to be sent on deputation:

(Final selection rests with the CCRT)

- Teachers should be regular, not on contract and below 50 years of age
- Teachers belonging to various disciplines e.g. Language, History, Geography, Civics, Mathematics, Science (s), Music, etc. teaching class VIII & above should be recommended for the course. The name of the teacher belonging to Yoga, Physical Education and SUPW disciplines must not be recommended for training.
- Only one teacher should be recommended from one school at a time for the Orientation Course..
- As the Orientation Course is meant for middle/secondary/senior secondary school teachers, only they should be recommended or deputed, as the case may be. The names of teachers of Primary Schools and Headmasters/Principals, should not be recommended for participation in this training programme.
- The names of the teachers who have already participated in the Orientation Course should not be recommended/forwarded again.

- Female teachers as well as teachers belonging to the reserved categories should be given preference for recommending/deputing for participation in the Orientation Course..

Cultural Software and Publications

The Cultural Software consists of audio/video CDs at the moment.

In addition to this, a set of Publications is also provided for the participating institute/school.

These will be supplied only to middle/secondary/senior secondary schools on the following conditions:

1. Successful participation and completion of the Training Programme.
2. Submission of stipulated certificates signed by the Head of the Institution
3. In case the above mentioned CCRT Cultural Software and requisite equipments are not available
4. In case the school has functional electric points



CENTRE FOR CULTURAL RESOURCES AND TRAINING
15A, Sector-7, Dwarka, New Delhi-110075
Phone : 011-47151000, Fax : 011-25088637

E-mail : dg.ccrta@nic.in website : www.ccrtaindia.gov.in

Application form for "Orientation Course"

KINDLY ENSURE :

- Particulars to be filled in BLOCK LETTERS by the applicant.
- All the particulars have been filled in properly, and the form has the signatures of the teacher/teacher educator concerned along with the recommendations of both the Principal of the concerned institution and concerned District Education Officer/Inspector of School/ Director of Education/Concerned Officer/Authority.

1. Name Ms./Smt./Shri _____
2. Designation _____
3. Whether regular/permanent/contract (please ✓ the correct one)
4. Date of Birth _____
5. Qualifications & Teaching Experience _____

Please affix recent
passport size
photograph here

6. Gender : Male/Female
7. Category: SC/ST/OBC/General
8. Whether specially challenged Yes/No

If yes, specify:

9. Name and Address of the Institution/School 5.(a) Residential Address

Taluq _____ Taluq _____

AT/PO _____ AT/PO _____

Distt. _____ Distt. _____

State/UT _____ PIN _____ State/UT _____ PIN _____

Phone No. with STD code _____ Phone No. with STD Code _____

Mobile No. _____ Mobile No. _____

Fax No. _____ Fax No. _____

E-mail ID _____ E-mail ID _____

10. Type of School: Government/Public/Private

11. Languages, which you can read, write & speak :

(b) _____ 2. _____ 3. _____

Knowledge of English :
(Please Put Mark)

GOOD ^{7.}

AVERAGE

POOR

12. Subject (s) and Course level/Class (es) that you teach :

Subject (s)	Class (es)	Subject (s)	Class (es)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

13. Medium of teaching/instructions in your school/institution (Language) _____

14. Is your institution in rganized of CCRT's Educational Kit ?

Are all equipments in good condition? Yes / No/Not Applicable*

15. Which of the following activities are rganized in your school ?

(Please Put a [] Mark

(a) Educational Visits to Parks/Zoo

(b) Educational Visits to Museums/Monuments

(c) Co-curricular Activities in Dance/Music/Theatre/Painting, etc.

(d) Cultural Shows/Competitions

(e) Any others (Please specify) _____

<input type="checkbox"/>

16. Please mention the Audio-Visual Aid(s) and Equipment(s) available in your school/institution.

17. Have you attended any training programme(s) rganized by the CCRT – if so, please mention.

(a) Name of the training programme(s) :

(b) Place (Venue of the Training Programme(s)) :

(c) Date/Duration :

I certify that all the particulars filled in above are correct and I can be held responsible for furnishing any wrong information.

Signature of the Applicant

Name :

Date :

U.T./State* _____

*Strike off, whichever is not applicable.

Important : This form will not be considered for selection unless forwarded by both the following concerned forwarding authorities.

Signature of the Headmaster/Principal

Signature of D.E.O./Inspector of School/ Director of Edn./Concerned Officer/ Authority

Name

Name

Designation

Seal

Seal

Telephone no.(O)
with STD Code

Telephone no. (O)
with STD Code

Tel.No. (R)
with STD Code

Tel. No. (R)
with STD Code

Mobile No.

Mobile No.

E-mail ID.

Email ID

Fax No.

Fax No.

In case the seal(s) are in regional language, kindly specify the name and designation of the sponsoring authority in Hindi or English to avoid delay in the process of selection.



CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

BRIEF NOTE

Workshop on "ROLE OF PUPPETRY IN EDUCATION"

Puppetry has played an important role in disseminating knowledge in most parts of the world. Puppetry imbibes elements of all art forms such as literature, painting, sculpture, music, dance, drama, and enables students to develop their creative abilities. Puppetry has been used traditionally in India as a popular and an inexpensive medium to transmit knowledge about Indian myths and legends.

Since Puppetry is a dynamic art form that appeals to all age groups, this medium of communication has been selected to serve as an aid for imparting education in schools. The CCRT provides a comprehensive and an integrated training in the preparation, manipulation and production of such puppet programmes which may be used in a variety of formal and non-formal teaching situations. The Workshop on "Role of Puppetry in Education" is organized for the primary in-service school teachers from all parts of the country throughout the year. It is approximately of 15-16 days duration.

Objectives:

- to introduce Puppetry as an aid to education,
- to teach preparation and manipulation of glove, shadow, rod, string and other puppets, out of low cost, material & easy to use in classroom situation.
- to prepare educational scripts and programmes for teaching curriculum subjects through puppetry and to study the impact of training for evaluation,
- to enable teachers to acquire knowledge about traditional puppet theatre forms of India and to provide them with an opportunity to interact with traditional puppeteers,
- to encourage teachers to improvise inexpensive teaching aids and to make creative activities for students an integral part of classroom teaching

To achieve the above mentioned aims, the training program is divided into four parts :-

- : Preparation of various types of puppets and their manipulation techniques,
- : Preparation of educational scripts,
- : Practical training in allied arts like story-telling, role play, voice modulation/speech, mime and movement, music and its improvisation.
- : Production and presentation of educational programmes for school students with practical experience through interaction session...

Introductory lecture sessions on "Concept of Puppets and Script Writing" are very important for the success of the Workshop. A good educational message is the core of the puppet play. Great emphasis is given to the writing of the script for puppet plays. Suitable themes for puppet plays are suggested according to the target audience and few good stories are selected after the discussion sessions on stories developed by the participants.

Traditional artists from different parts of the country are invited from time to time to acquaint the teachers with regional traditional forms of puppetry. Lecture-demonstrations on Traditional Puppet Theatre of India are organised for the participants to introduce the different styles of puppet theatre in all parts of the country. Participants are taught to make and manipulate simple paper puppets like finger puppets, masks and paper rod puppets.

The participants are informed that the Workshop aims at production of simple puppets out of easily available and waste materials to convey educational concepts and create awareness of social issues in the classroom.

Manipulation of all these puppets is taught after each practical session. Teachers learn to produce educational puppet programmes with the help of these different kinds of puppets.

Educational visits to Sangeet Natak Academy and Crafts Museums are organized.

Sessions on folk music/music for theatre are organized.

Resource material on puppetry using modern technology developed by the Centre will be used from time to time.

A few CCRT Educational Publications with Audio-CD's and a 'Puppetry Kit' are gifted to the school through participating teacher after successful completion of the said Workshop.



CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

The following points may please be noted while deputing the teachers for the Workshop on "Role of Puppetry in Education"

1. The Workshop is for in-service regular Primary school teachers below the age of 50 years who are not on contract. Headmaster/Headmistress/ Principals of school should not be deputed for participation in the Workshop.
2. Those teachers who have already attended a course on "Puppetry in Education"/Workshop on "Role of Puppetry in Education" organized by the CCRT as per your record should not be deputed again for the same Workshop.
3. The lectures will be delivered in English for the benefit of the teachers participating from all parts of the country. Therefore, an understanding and working knowledge of English is essential.
4. As the working hours will be long and the workshop will be held in a camp atmosphere, teachers should be in good health.
5. The deputed teachers may be asked not to bring any escort/family member with them under any circumstances.
6. Your deputation order will be treated as a final order and the CCRT will not issue any selection letter to individuals. However, any relevant query by the deputed teachers will be answered by the CCRT.
7. For correspondence with the CCRT our letter reference number and date must be quoted.

For registration on the first day of the Workshop and for payment of TA/DA on the last day of the Workshop, the deputed teachers must bring the following/certificates on separate sheets of paper:-

- i) Relieving Certificate from the School
- ii) Basic Pay Certificate
- iii) Passport size photograph

As this will be a good opportunity for deputed teachers from different State/UTs to stay together, interact with each other and share a common platform, they should bring some of the traditional puppets of their region if possible, which will be returned to them after the Workshop.

The participating teachers will also be given an opportunity to present their regional cultural programme, hence the deputed teachers may also be requested to bring costumes, repertoire of folk songs, dances and other important items of cultural value which they would like to share with their colleagues from other States/UT's during the Workshop.

Since it is difficult to get the confirmed return reservation in a short time, we would like to suggest that the deputed teachers make their "return reservation" from their headquarters beforehand.



CENTRE FOR CULTURAL RESOURCES AND TRAINING
15A, Sector-7, Dwarka, New Delhi-110075
Phone : 011-47151000, Fax : 011-25088637

E-mail : dg.ccrtnic.in website : www.ccrtnic.in

Application form for the workshop on "Role of Puppetry in Education"

(Particulars to be filled in Block letters by the Applicant)

1. Name: _____	Please affix recent Passport Size photograph here
2. Designation : _____	
3. Gender: Male/Female	
4. Date of Birth : _____	
5. Category: SC/ST/OBC/General (Please put a ✓ mark)	
6. Whether specially challenged: Yes/No If yes, specify	
7. Qualifications & Teaching Experience: _____ _____	
8. (a) Are you a Primary/Middle/Sec./Sr. Sec. School teacher ? (Please put a ✓ mark)	
(b) Subjects & Classes that you teach:	
Subject (s)	Class (es)
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
9. Medium of teaching instructions in your institution (Language):	
10. Type of School: Govt./Public/Private (Please put a ✓ mark)	
11. Please mention the Audio-Visual aids/equipment available in your school:	
12. Name and address of the School/Institution: _____ _____ _____	
State/U.T _____ Pin Code _____	
Contact No. _____ Email ID _____	
13. Residential Address: _____ _____ _____	
State/U.T _____ Pin Code _____	
Contact No. _____ Email ID _____	

14. Languages, which you can read, write and speak:
 1. _____ 2. _____ 3. _____
15. Do you have any past experience in the following fields?
 Puppetry / Theatre / Music / Dance / Painting / Mime and Movement.
 (Please put a ✓ mark)
16. How do you think Puppetry can be used as an effective educational teaching aid ?
 (Please comment).
17. Knowledge of English: Good/Very Good/Poor (Please put a ✓ mark)
18. Have you attended any training programme(s) organized by CCRT ? If so, please mention:
- (a) Name of the training programme(s)
 (b) Place (Venue of the Training Programme):
 (c) Date/Duration:

Signature of the Applicant _____

Date: _____

Name _____

Important : This form will not be considered for selection unless forwarded by both the concerned forwarding authorities.

Signature of the Headmaster/Principal

Signature of D.E.O./Inspector of School/ Director of Edn./Concerned Officer/ Authority

Name

Name

Designation

Seal

Seal

Telephone no.(O)
 with STD Code
 Tel.No. (R)
 with STD Code
 E-mail ID.

Telephone no. (O)
 with STD Code
 Tel. No. (R)
 with STD Code
 E-mail ID.

Fax No.

Fax No.

In case the seal(s) are in regional language, kindly specify the name and designation of the sponsoring authority in Hindi or English to avoid delay in the process of selection.

CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

BRIEF NOTE

WORKSHOP ON "Role of Schools in Conservation of the Natural and Cultural Heritage"

The Centre for Cultural Resources and Training, New Delhi organises workshops on "Role of Schools in Conservation of the Natural and Cultural Heritage" to enable teachers from different regions to share knowledge of their culture with others and create a sense of appreciation for the diversity and richness of India's Cultural Heritage.

The Workshop concentrates on studying the role of schools in conservation of our natural and cultural heritage and involve students and teachers in such activities that may help them to serve the country. During the workshop the participants will also develop a practical plan of action that may inspire students to appreciate their natural and cultural heritage and feel as responsible citizens of India, to protect the environment.

The accelerated pace of development in our country has brought forth changes both in the physical environment and cultural patterns on an unprecedented scale. With the result, the familiar surroundings and the related cultural identities are being lost. It must be realised that what is lost today, due to ignorance, lack of awareness or concern or thoughtless planning can not be recovered, be it a plant species or an historical monument.

The teachers are invited in these workshops to take up the task of sensitizing school students to their role as future guardians of the rich natural and cultural resources of our country. It is approximately of 10 days duration.

Objectives :

- to study the role of schools in conservation of natural and cultural heritage,
- to study simple techniques by which students can be involved in looking after historical monuments and other natural and cultural property of their region,
- to develop a practical plan of action that may inspire students to appreciate the natural and cultural heritage of India and to be responsible citizens,
- to provide an opportunity to teachers from various parts of the country to stay together and interact with each other and with local students, fostering a spirit of national integration.
- to provide basic knowledge on Laws of Conservation.

The workshop consists of lectures, slide presentations, conservation activities, study of monuments and museums, group discussions, etc. There are sessions on preparation of educational aids and games, work-sheets and activity-sheets for protecting local natural and cultural heritage. Attempts will be made for inclusion of sessions on Impact of Globalisation, Media's Role in Conservation, Teachers as Mentors, etc.

For "Hands-on" experience experts from Archaeological Survey of India, Indian National Trust for Art & Cultural Heritage, National Institute of Museology and Conservation, Indira Gandhi National Centre for Arts, National Mission on Manuscripts will be invited. Documentation of some excavation work will be done for teachers to get practical experience in the field.

A few CCRT Educational Publications with Audio-CD's are gifted to the school through participating teacher after successful completion of the said Workshop.



CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

The following points may please be noted while deputing the teachers for the Workshop on "Role of Schools in Conservation of the Natural and Cultural Heritage"

1. The Workshop is for in-service regular Middle/Sec./Sr. Secondary school teachers below the age of 50 years who are not on contract. Headmaster/Headmistress and Principal of school should not be deputed for participation in the Workshop.
2. Teachers should be teaching subjects like Languages, History, Geography, Civics, Sociology, Economics, Commerce, Mathematics, Science, Music and not Physical Education, Drawing, Arts, SUPW/WE, Painting, Craft etc.
3. Those teachers who have already attended Workshop on "Role of Schools in Conservation of the Natural and Cultural Heritage" organized by the CCRT as per your record should not be deputed again for the same Workshop.
4. The lectures will be delivered in English for the benefit of the teachers participating from all parts of the country. Therefore, an understanding and working knowledge of English is essential.
5. As the working hours will be long and the workshop will be held in a camp atmosphere, teachers should be in good health.
6. Only one teacher should be deputed for participation from one school at a time for the Workshop.
7. Husband and wife should not be deputed for participation in the same Workshop.
8. A few CCRT educational publications with Audio-CD's are gifted to the school through participating teacher after successful completion of the said Workshop.
9. The deputed teachers may be asked not to bring any escort/family member with them under any circumstances.
10. The deputation order will be treated as a final order and the CCRT will not issue any selection letter to individuals. However, any relevant query by the deputed teachers will be answered, for which our letter reference number and date must be quoted.

For registration on the first day of the Workshop and for payment of TA/DA on the last day of the Workshop, the deputed teachers must bring the following certificates on separate sheets of paper:-

- (i) Relieving Certificate from the School
- (ii) Basic Pay Certificate

As this will be a good opportunity for deputed teachers from different State/UTs to stay together, interact with each other and share a common platform, the deputed teachers may be asked to bring the text books of the subjects which they teach along with the books prescribed in social sciences in their State/UT.

The participating teachers will also be given an opportunity to present their regional cultural programme, hence the deputed teachers may also be requested to bring costumes, repertoire of folk songs, dances and other important items of cultural value which they would like to share with their colleagues from other States/UT's during the Workshop.

Since it is difficult to get the confirmed return reservation in a short time, we would like to suggest that the deputed teachers make their "return reservation" from their headquarters beforehand.

13. Languages, which you can read, write and speak:
1. _____ 2. _____ 3. _____

14. Do you have any past experience in the following fields ?
Puppetry / Theatre / Music / Dance / Painting / Mime and Movement.
(Please put a √ mark)

15. Knowledge of English: Good/Very Good/Poor (Please put a √ mark)

16. Have you attended any training programme(s) organized by CCRT ? If so, please mention:

- (a) Name of the training programme(s)
(b) Place (Venue of the Training Programme):
(d) Date/Duration:

Signature of the Applicant _____

Date: _____

Name _____

Important : This form will not be considered for selection unless forwarded by both the concerned forwarding authorities.

Signature of the Headmaster/Principal

Signature of D.E.O./Inspector of School/ Director of
Edn./Concerned Officer/ Authority

Name

Name

Designation

Seal

Seal

Telephone no.(O)
with STD Code
Tel.No. (R)
with STD Code
E-mail ID.

Telephone no. (O)
with STD Code
Tel. No. (R)
with STD Code
E-mail ID.

Fax No.

Fax No.

In case the seal(s) are in regional language, kindly specify the name and designation of the sponsoring authority in Hindi or English to avoid delay in the process of selection.



CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

BRIEF NOTE

Workshop on "SOCIALLY USEFUL PRODUCTIVE WORK/WORK EXPERIENCE"

Education at all stages has been regarded as a powerful instrument for social transformation. The major task of education in India today is to usher in a democratic, socialistic, secular society which removes prejudices among people. The objectives of introducing "Socially Useful Productive Work/Work Experience" (SUPW/WE) in the schools is to help in the realisation of these goals. Therefore, not only does it form an integral part of the school curriculum, but has its ramifications into other subjects of the school curriculum.

The programme of Action of the National Policy on Education of 1986 states that the basic emphasis in interlinking education and culture should be on helping a child to discover his latent talent and to express it creatively. This can be achieved through a participatory process, using their immediate environment giving special emphasis to curriculum reorientation and motivating teachers to interact with the students at different levels.

Handicrafts in this country are an important part of our rich cultural heritage, which serve to satisfy the aesthetic needs of man and provide a vehicle for his urge for self-expression. The real significance of handicrafts lies in the newness and surprise of each object.

Today we are losing not only an ancient heritage but also an essential element in our social composition which has been a strong cementing force. SUPW/WE in schools gives an opportunity to revive and keep active the rich heritage and cultural traditions of our country and encourages creativity among students. During the Workshop on SUPW/WE, the teachers learn 3 to 4 crafts in-depth. The crafts which are generally taught are Pottery, Clay Modelling, Papier Mache, Mask Making, Tie & Dye, Rangoli, Wall decoration, Cane Work, Bamboo Work, Book Binding, Paper Toys, etc. Lecture-demonstrations and slide-shows are arranged on a variety of topics related to Indian Handicrafts and Culture. Special emphasis on "Aesthetic in Crafts" is made. Sessions on use of CCRT's Educational Material for creative activities in curriculum teaching are also organised. It is approximately of 10 days duration.

Objectives:

- to revive an interest in Indian Crafts and study their relevance in contemporary life,
- to help teachers to value and recognise the importance of local craft resources,
- to guide teachers to formulate a syllabus for teaching Crafts/SUPW/WE in schools with the new awareness created during the Workshop,
- to learn about the life-styles of craftsmen and recognise their role in society,
- to instill in teachers, the importance of value and moral education and to suggest projects that can be taken up while working for the welfare of the community,
- to inculcate values of social service and dignity of labour,
- to develop an aesthetic sensibility relevant to Indian Culture.

Community Service forms an important component of these Workshops for which health survey, cleanliness drives etc. are conducted. Emphasis is laid on the training programme providing a bridge between traditional crafts and modern techniques. Interaction with school children is also an essential part of the training programme. Attempts for innovations in the use of craft traditions in the modern society are also made.

A few CCRT Educational Publications with Audio-CD's are gifted to the school through participating teacher after successful completion of the said Workshop.

CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

The following points may please be noted while deputing the teachers for the Workshop on "Socially Useful Productive Work/Work Experience"

1. The Workshop is for in-service regular Primary/Middle/Sec./Sr. Secondary school teachers below the age of 50 years who are not on contract. Headmaster/Headmistress and Principal of school should not be deputed for participation in the Workshop.
2. Teachers should be teaching subjects like Craft, Drawing, Painting, Arts, SUPW/WE and not Physical Education or Yoga.
3. Those teachers who have already attended Workshop on "Socially Useful Productive Work/Work Experience" organized by the CCRT as per your record should not be deputed again for the same Workshop.
4. The lectures will be delivered in English for the benefit of the teachers participating from all parts of the country. Therefore, an understanding and working knowledge of English is essential.
5. As the working hours will be long and the workshop will be held in a camp atmosphere, teachers should be in good health.
6. The deputed teachers may be asked not to bring any escort/family member with them under any circumstances.
7. Only one teacher should be deputed for participation from one school at a time for the Workshop.
8. Husband and wife should not be deputed for participation in the same Workshop
9. A few CCRT educational publications with Audio-CD's are gifted to the school through participating teacher after successful completion of the said Workshop.
10. Your deputation order will be treated as a final order and the CCRT will not issue any selection letter to individuals. However, any relevant query by the deputed teachers will be answered by the CCRT.
11. For correspondence with the CCRT our letter reference number and date must be quoted.

For registration on the first day of the Workshop and for payment of TA/DA on the last day of the Workshop, the deputed teachers must bring the following certificates on separate sheets of paper:-

- (i) Relieving Certificate from the School
- (ii) Basic Pay Certificate

As this will be a good opportunity for deputed teachers from different State/UTs to stay together, interact with each other and share a common platform, the deputed teachers may be asked to bring the text books of the subjects which they teach along with the books prescribed in social sciences in their State/UT.

The participating teachers will also be given an opportunity to present their regional cultural programme, hence the deputed teachers may also be requested to bring costumes, repertoire of folk songs, dances and other important items of cultural value which they would like to share with their colleagues from other States/UT's during the Workshop.

Since it is difficult to get the confirmed return reservation in a short time, we would like to suggest that the deputed teachers make their "return reservation" from their headquarters beforehand.



CENTRE FOR CULTURAL RESOURCES AND TRAINING
15A, Sector-7, Dwarka, New Delhi-110075
Phone : 011-47151000, Fax : 011-25088637
E-mail : dg.ccr@nic.in website : www.ccrindia.gov.in

Application Form for the Workshop on "Socially Useful Productive Work/Work Experience"

(Particulars to be filled in Block Letters by the Applicant)

1. Name: _____
2. Designation: _____
3. Gender: Male/Female
4. Date of Birth: _____
5. Category: SC/ST/OBC/General (Please put a \checkmark mark)
6. Whether specially challenged: Yes/No
If yes, specify
7. Qualifications & Teaching Experience: _____

8. Language(s) which you can read, write and speak:
1. _____ 2. _____ 3. _____
9. Subjects and classes that you teach under SUPW/WE

Subject(s)	Class(es)
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
10. Type of School: Govt./Public/Private (Please put a \checkmark mark)
11. Medium of teaching instructions in your institution (Language):
12. Do you have any past experience in the following fields ?
Puppetry / Theatre / Music / Dance / Painting / Mime and Movement.
(Please put a \checkmark mark)
13. Knowledge of English: Good/Very Good/Poor (Please put a \checkmark mark)
14. Mention the handicrafts that are popular in your State/U.T.:
1. _____ 2. _____
3. _____ 4. _____

Please affix recent
Passport Size
photograph here

15. Please mention the Audio-visual aids/equipment available in your school.
16. Have you ever attended any training programme(s) organised by the CCRT ? If so please mention:
- (i) Name of the training programme(s)
 - (ii) Place/Venue of the training programme(s)
 - (iii) Date(s)/Duration(s)

17. Name and address of the School/Institution: _____

 State/UT _____ Pin Code _____
 Contact No. _____ Email ID _____

18. Residential Address: _____

 State/UT _____ Pin Code _____
 Contact No. _____ Email ID _____

Date: _____ Signature of the Applicant _____
 Name _____

Important : This form will not be considered for selection unless forwarded by both the concerned forwarding authorities.

<p>Signature of the Headmaster/Principal</p> <p>Name _____</p> <p>Seal _____</p> <p>Telephone no.(O) with STD Code Tel.No. (R) with STD Code E-mail ID. Fax No. _____</p>	<p>Signature of D.E.O./Inspector of School/ Director of Edn./Concerned Officer/ Authority</p> <p>Name _____</p> <p>Designation _____</p> <p>Seal _____</p> <p>Telephone no. (O) with STD Code Tel. No. (R) with STD Code E-mail ID. Fax No. _____</p>
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In case the seal(s) are in regional language, kindly specify the name and designation of the sponsoring authority in Hindi or English to avoid delay in the process of selection.



CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

BRIEF NOTE

Workshop on "OUR CULTURAL DIVERSITY"

The Centre for Cultural Resources and Training (CCRT), New Delhi organises a variety of inservice training programmes to enable teachers from different regions to share knowledge of their culture with others and create a sense of appreciation for the diversity and richness of India's Heritage. These programmes provide teachers teaching various disciplines, an opportunity to interact with one another, so that their approach to education may be inter-related and the teacher-learning process less compartmentalized and may provide students with an enriching educational experience.

The accelerated pace of development in our country has brought forth changes both in the physical environment and cultural patterns on an unprecedented scale. With the result, the familiar surroundings and the related cultural identities are being lost. It must be realized that what is lost today, due to ignorance, lack of awareness or concern or thoughtless planning **cannot be recovered**, be it a plant species or a historical monument.

Over the centuries, India's rich and ornate culture has either been forgotten and covered with the dust of time, misinterpreted due to a lack of authentic information. In an age when our inherent links with the environment and nature are endangered while the value of peaceful co-existence and goodwill are severely tested time and again, it is important to recreate the joy of celebrating life and its rich beauty together irrespective of differences of sex, age, religious beliefs, social and financial status as well as regional or linguistic preferences.

It cannot be gainsaid that it is the school where foundations for national unity, patriotism, social harmony and secularism can be firmly laid. It is here that the dynamic concept of unity and diversity can be ingrained in the young minds so as to become a part of mental set.

The Workshop on "Our Cultural Diversity" concentrates to describe how schools can help in promoting national integration among the students have their objectives of national integration can be made a part and parcel of their general ethos. The workshop is also, an initiative of CCRT, to generate awareness and enhance understanding of ethnic flavour of rich culture of North-Eastern region of our country.

The teachers are invited in this Workshop to take up the task of sensitising school students to their role as future guardians of the rich natural and cultural resources of our country.

The Main Objectives of the Workshop are as follows:

- To create awareness towards our rich natural & cultural heritage;
- To make teachers understand the role of schools in conservation of natural and cultural heritage;
- To study simple techniques by which students can be involved in looking after historical monuments and other natural and cultural property of their region;
- To develop a practical plan of action that may inspire students to undertake projects to conserve heritage of India and to be responsible citizens;
- To develop an understanding of possible solutions to local conservation issues with respect to heritage;
- To provide an opportunity to teachers from various parts of the country to stay together and interact with each other and with local students, fostering a spirit of national integration.

The workshop consists of lectures/lecture demonstrations, slide presentations, conservation activities, project work, study of monuments and museums etc. The sessions on learning puppetry, creative expressions and learning traditional crafts are organized. There are sessions on preparation of educational aids and games, work-sheets and activity-sheets. Educational visits to places of historical, natural and cultural importance will also organize.



CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

The following points may please be noted while deputing the teachers for the Workshop on "Our Cultural Diversity"

1. The Workshop is for in-service regular Primary/Middle/Sec./Sr. Secondary School teachers below the age of 50 years who are not on contract. Headmaster/Headmistress and Principal of school may not be deputed for participation in the Workshop
2. Teachers should be teaching subjects like Languages, History, Geography, Civics Sociology, Economics, Commerce, Mathematics Science, Music and not Physical Education, Drawing, Arts, SUPW/WE/Painting.
3. Those teachers, who have already attended Workshop on "Our Cultural Diversity" organized by the CCRT as per your record, should not be deputed again for the same Workshop.
4. The lectures will be delivered in English for the benefit of the teachers participating from all parts of the country. Therefore working knowledge of English is essential.
5. As the working hours will be long and the Workshop will be held in a camp atmosphere, teachers should be in good health.
6. **Only one teacher can be deputed for participation from one school** at a time for the Workshop.
7. Husband and wife should not be deputed for participation in the same Workshop.
8. A few CCRT educational publications with Audio-CD's are gifted to the school through participating teacher after successful completion of the said Workshop.
9. The deputed teachers may be asked not to bring any escort/family member with them under any circumstances.
10. Your deputation order will be treated as a final order and the CCRT will not issue any selection letter to individuals. However, any relevant query by the deputed teachers will be answered, for which our letter reference number and date must be quoted.

For registration on the first day of the Workshop and for payment of TA/DA on the last day of the Workshop, the deputed teachers must bring the following certificates on separate sheets of paper:

- i) Relieving Certificate from the school
- ii) Basic Pay Certificate

As this will be a good opportunity for deputed teachers from different States/UT to stay together, interact with each other and share a common platform, the deputed teachers may be asked to bring the text books of the subjects which they teach along with the books prescribed in social sciences in their State/UT.

The participating teachers will also be given an opportunity to present their regional cultural programme, hence the deputed teachers may also be requested to bring costumes, repertoire of folk songs, dances and other important items of cultural value which they would like to share with their colleagues from other States/UT during the Workshop.

Since it is difficult to get the confirmed return reservation in a short time, we would like to suggest that the deputed teachers make their "return reservation" from their headquarter beforehand.



CENTRE FOR CULTURAL RESOURCES AND TRAINING
15A, Sector-7, Dwarka, New Delhi-110075
Phone : 011-47151000, Fax : 011-25088637
E-mail : dg.ccrt@nic.in website : www.ccrtindia.gov.in

Application Form for the Workshop on "Our Cultural Diversity"

(Particulars to be filled in Block Letters by the Applicant)

1. Name: _____
2. Designation: _____
3. Gender: Male/Female
4. Date of Birth: _____
5. Category: SC/ST/OBC/General (Please put a \checkmark mark)
6. Whether specially challenged: Yes/No
If yes, specify
7. Qualifications & Teaching Experience: _____

8. Language(s) which you can read, write and speak:
1. _____ 2. _____ 3. _____
9. Subjects and classes that you teach under SUPW/WE

Subject(s)	Class(es)
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
10. Type of School: Govt./Public/Private (Please put a \checkmark mark)
11. Medium of teaching instructions in your institution (Language):
12. Do you have any past experience in the following fields ?
Puppetry / Theatre / Music / Dance / Painting / Mime and Movement.
(Please put a \checkmark mark)
13. Knowledge of English: Good/Very Good/Poor (Please put a \checkmark mark)
14. Please mention the Audio-visual aids/equipment available in your school.

Please affix recent
Passport Size
photograph here

15. Have you ever attended any training programme(s) organised by the CCRT ? If so please mention:

- (i) Name of the training programme(s)
- (ii) Place/Venue of the training programme(s)
- (iv) Date(s)/Duration(s)

16. Name and address of the School/Institution: _____

State/UT _____ Pin Code _____

Contact No. _____ Email ID _____

17. Residential Address: _____

State/UT _____ Pin Code _____

Contact No. _____ Email ID _____

Date: _____ Signature of the Applicant _____
Name _____

Important : This form will not be considered for selection unless forwarded by both the concerned forwarding authorities.

Signature of the Headmaster/Principal

Signature of D.E.O./Inspector of School/ Director of Edn./Concerned Officer/ Authority

Name

Name

Designation

Seal

Seal

Telephone no.(O)
with STD Code
Tel.No. (R)
with STD Code
E-mail ID.

Telephone no. (O)
with STD Code
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Fax No.

Fax No.

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CENTRE FOR CULTURAL RESOURCES AND TRAINING
NEW DELHI

Logistics

Traveling Allowance:

1. The teacher participants of a Training Programme are entitled to travel by AC 3-tier/ AC Chair Car/ Sleeper class of all the trains, as the case may be, from their nearest railway station to the venue of the programme. The teachers who are employed on contract basis will be reimbursed sleeper class fare only.
2. Those who travel by bus from outstation are entitled to claim deluxe bus fare subject to the production of bus ticket failing which the fare will be restricted to ordinary bus fare. The teachers who are employed on contract basis will be reimbursed only ordinary bus fare. Teachers are required not to travel by AC buses.
3. For local road journey i.e. from school to Railway Station/ Bus Stand, the reimbursement will be made as actual distance or upto 8 Km whichever is less @ ₹ 4/- per km.
4. For local road journey from the nearest Railway Station/ Bus Stand to the venue of the training programme, the teachers will be paid Auto/ Bus fare as per Centre's rule.

Please note that the Rail/Bus fare will be reimbursed by the CCRT if original/ photocopies of the tickets are attached to the T.A. Bills for inward as well as outward journey failing which the claim will be restricted to rail fare by sleeper class.

No break in journey is permissible as per rules. Teachers are requested to buy direct journey ticket from their nearest Railway Station to the venue of the programme.

Dearness Allowance

The teacher participants will be paid Dearness Allowance for attending the programme based on the Vth Central pay Commission.

As the CCRT will be providing free lodging and boarding facilities mandatorily to all the participants, hence they will be given 25% of the rate of entitled Dearness Allowance.