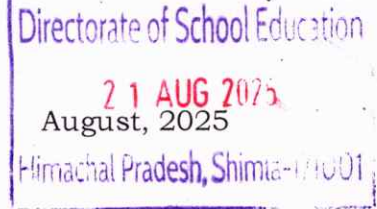


No.EDN-H-(SE)-(Phy.Edu.-08)-Gen.- /2025-26

Directorate of School Education,
Himachal Pradesh, Shimla-01

Dated the Shimla-171001



To

All the Deputy Director of School
Education (Secondary and Elementary) in Himachal Pradesh.

Subject:-

**Regarding observer assignment in r/o Block level and District level
Tournament (U-14/U-19).**

Memo,

On the subject cited above, you are hereby directed to nominate the suitable Lect. Physical Education/DPE/PET as observers at your own level for each Block, Zonal and district level tournament being organized under your Jurisdiction. It may also be ensured that the nominated observers not only perform their duties during the tournament but also take due care of the participating players of their respective schools while on tour. Further, the nominated observers shall submit a detailed observer report in the prescribed format to this Directorate immediately after the conclusion of the concerned tournament.

In addition, it is directed that the Team Manager/Contingent Incharge of each participating team shall also submit a **feedback report** regarding facilities like mess, cleanliness of rooms and toilets, playground/court, level of officiating and to & fro journey experience to the **nominated observer**, who will consolidate the same and forward it to this Directorate along with his/her own report.

This may kindly be treated as most urgent.

Encls: 1. Observer sheet .

2. Feedback report format.


Director
DSEHP, Shimla-171001.

Himachal School Sports Association

Performance Report.

At the end of every block, district or state school tournament, the appointed observer or official deputed by the Directorate of School Education, H.P. Shimla-01, shall release a performance report on the basis of the inspection conducted by him/her with respect to all the arrangements organized during the tournament and the comments received on the arrangements by the participating team, coach, players and manager. The performance report shall be prepared according to the following marking system. The performance report will be published on the official website Shimla -01. Report on the tournament marking system is as follows:

Observer report.

Sr. No.	Particular	Excellent	Very Good	Good	Average	No.
01	Information about participation in tournaments to participating contingent before one week starting of the tournament					
02	Accommodation arrangement availability of boarding, light.					
03	Clean water.					
04	Clean toilet.					
05	Play ground arrangement-Play grounds as per national level norms.					
06	Opening and closing ceremony and culture programme.					
07	The work of technical committee appointed as referee, information to all teams, preparation of ground.					
08	Arrangement of common mess.					
09	Arrangement of mess-like as Gas, Cooking utensils and kitchen, pure water.					
10	Medical facilities-Availability, medical first aid, Emergency in accommodation & playground both places.					
11	The work of eligibility verification committee.					
12	The work of disciplinary committee and other committees.					
13	Organization of competition as per					

	norms of rules & regulation.					
14	Physical verification-Mandatory of physical verification in quarter final/semi final/hard line & final matches.					
15	Security arrangement					
16	Record & results.					
17	Availability of Equipments.					
18	Measures taken against age fraud in tournaments.					
19	Officiating by officials satisfaction level.					
20	HSSA Qualifying standard for Athletics.					
21	Lady teacher is deputed with Girls.					
22	Mess Menu as per DSEHP					
23	Feedback about tournaments by the participant students. (Min. 25 students)					

Name of Tournament and venue

Block/Distt.....

Total Numbers School/Block/Distt. Participant.....

Total Numbers of Govt. School students Participation

Total Numbers of Pvt. School Students Participation.....


Total Numbers O.S.D.

Total Numbers of other Official.....

Notes or Remarks:-


Signature of Observer with Address

Directorate of School Education
21 AUG 2025
Himachal Pradesh, Shimla-171001


Director
DSEHP, Shimla-171001.

Feedback proforma of participant Team manager/Contingent Incharge:-

Sr. No.	Types	Remarks/comments
1	Mess	
2	Cleanness of room	
3	Cleanness of toilets	
4	Playground/Court	
5	To and fro journey	
6	Level of officiating	
Note:- (Min. 50 words)		


Director
DSEHP, Shimla-171001.

Directorate of School Education
21 AUG 2025
Himachal Pradesh, Shimla-171001