

Dated, Shimla- 171001      March 2017

To

1. Dy. Directors (Higher)- Bilaspur, Chamba, Hamirpur, Kangra, Kullu, Mandi, Shimla, Sirmaur, Solan, Una
2. Dy. Directors (Ele)- Bilaspur, Chamba, Hamirpur, Kangra, Kullu, Mandi, Shimla, Sirmaur, Solan, Una
3. DIET Principals- Bilaspur, Chamba, Hamirpur, Kangra, Kullu, Mandi, Shimla, Sirmaur, Solan, Una

**Subject: - Proforma for supplementary textbook demand for summer-closing schools**

Sir/Ma'am,

The education department would like to commend the efforts of all officials for successfully achieving the mission of on-time textbook distribution to all summer-closing schools at the beginning of the academic session.

Please find below the instructions for obtaining supplementary textbooks in case of changes in enrolment:

- Please print the proforma of Supplementary Textbook Indent attached in Annexure-1 (for Class 1-5) and Annexure-2 (for Class 6-10) and fill in the correct details.
- In Table 1, give revised total enrolment (category-wise).
- In Table 2, mention how many sets you have already collected, and how many more sets you want to collect.  
Note: Total enrolment for a class should match total textbook demand for all classes except Class 9 and 10 (where general category students are not eligible for free textbooks)
- The BPO-sum-Principal may sign and authorize the Supplementary Textbook Indent for Class 6-10 textbooks, and BEEO for Class 1-5 textbooks.
- Schedule: Please call the depot and schedule a convenient date for collecting supplementary textbooks. Take along your old indent when going to collect supplementary books from the depot.
- After collecting supplementary books, please attach supplementary demand indent with the old indent and send physical copies to:
  - Dy. Director (Ele) for Class 1-5 indents
  - Dy. Director (Ele) and Dy. Director (Higher) for Class 6-10 indents
- To avoid repeat trips to the depot, please collect the supplementary demand only when the enrollment has stabilized.

Yours faithfully

**DIRECTOR (Elementary)**  
Himachal Pradesh, Shimla-1

Endst. No.      Even      Dated      Shimla-171001      March, 2017

Copy for information and necessary action to the following officials: -

1. Director (Higher Education), H.P. Shimla-I
2. Additional Directors, Dte. Of Higher Edu, H.P. Shimla- I
3. Joint Directors, Dte. Of Higher Edu, H.P. Shimla- I
4. Secretary HPBOSE
5. DPO-cum-DIET Principals to forward to Block Project Officer-cum- Principals (BPOs) of all blocks with summer-closing schools
6. Dy. Director (Ele) to forward to BEEOs of all blocks with summer-closing schools
7. Guard file

**DIRECTOR (Elementary)**  
Himachal Pradesh, Shimla-1

**Annexure-1 (page 1 of 2):  
Supplementary Indent (Class 1-5)**

To

The Incharge  
Sales/ Book Depot \_\_\_\_\_  
H.P Board of School Education

Subject: **Supplementary textbook demand (Class 1-5) for the block**

Please supply the additional textbook sets listed in Table 2 as supplementary demand for the summer-closing session of the year 2017-18.

**Table 1.** Revised category wise TOTAL enrolment (for students in summer-closing schools):

CLASS	GEN	SC	ST	OBC	IRDP	TOTAL
Class 1						
Class 2						
Class 3						
Class 4						
Class 5						

**Table 2.** Medium-wise demand (for students in summer-closing schools):

CLASS	Total number of sets already collected	Additional sets required	
		English Medium	Hindi Medium
Class 1			
Class 2			
Class 3			
Class 4			
Class 5			

Block Elementary Education Officer

Copy to:-

- Deputy Director (Elementary), \_\_\_\_\_
- Guard File

**Annexure-1 (page 2 of 2):****Table 3:** Title-wise supplementary demand

Textbook Code	Textbook Name	Supplementary/ Additional Demand
101	Aao sikhan khel-2 main 1st	
102	English -1st	
201	Aao sikhan khel-2 main 2nd	
202	English-2nd	
301	Gunjan-3(Hindi)	
302	Ganit	
303	Ghar Bahar (Paryvarn Adhy.)	
304	The Rainbow (English)	
306	Joy of Mathematics	
307	Home & Surrounding	
401	Gunjan-4 (Hindi)	
402	Ganit	
403	Ghar Bahar (Paryvarn Adhy.)	
404	The Rainbow (English)	
406	Joy of Mathematics	
407	Home & Surrounding (EVS)	
501	Gunjan-5(Hindi)	
502	Ganit	
503	Ghar Bahar (Paryvarn Adhy.)	
505	Natik Shiksha Bhag-V	
506	Swatantrata Sangram Ka Itihas	
507	The Rainbow (English)	
509	Joy of Mathematics	
510	Home & Surrounding	

I certify that quantity of textbooks supplied by the Books Distribution Centre to block \_\_\_\_\_, noted above, is correct.

**Signature:** \_\_\_\_\_

Name:

Date:

Incharge, Sales/ Book Depot

Depot \_\_\_\_\_

**Signature**\_\_\_\_\_

Name:

Date:

Authorized Collecting Officer

Block \_\_\_\_\_

**Annexure-2 (page 1 of 4):  
Supplementary Indent (Class 6-10)**

To

The Incharge  
Sales/ Book Depot \_\_\_\_\_  
H.P Board of School Education

Subject: \_ **Supplementary textbook demand (Class 6-10) for the block**

Please supply the additional textbook sets listed in Table 2 as supplementary demand for the summer-closing session of the year 2017-18.

**Table 1.** Revised category-wise TOTAL enrolment (for free textbook demand for students in summer-closing schools):

CLASS	GEN	SC	ST	OBC	IRDP	TOTAL
Class 6						
Class 7						
Class 8						
Class 9	N/A					
Class 10	N/A					

**Table 2.** Medium-wise demand (for students in summer-closing schools):

CLASS	Total number of sets already collected	Additional sets required	
		English Medium	Hindi Medium
Class 6			
Class 7			
Class 8			
Class 9			
Class 10			

Block Project Officer-cum-Principal

\_\_\_\_\_

Copy to:-

- Deputy Director (Higher), district \_\_\_\_\_
- Deputy Director (Elementary), district \_\_\_\_\_
- Guard File

Table 3: Title-wise supplementary demand

Textbook Code	Textbook Name	Supplementary/ Additional demand
601	Vasant Bhag-I (Hindi)	
602	Ganit	
603	Honey Suckle(English)	
604	A Pact with the Sun(SR)Eng	
605	Sankshipt Ramayan	
606	Vigyan	
607	Hamare Atit(S.Sc)	
608	Samajik Avm Rajnitik Jeevan-I S.Sc	
609	Prithvi Hamara Avas(Bhugol) S.Sc	
610	Naitik shiksha	
611	Swatantrata Sangram ka Itihas	
612	Ruchira-I(SKT)	
613	Mathematics (Eng Medium)	
614	Science (Eng Medium)	
615	History (Our Pasts-I)SSc. (Eng Medium)	
616	The Earth Our Habitat SSc (Eng Medium)	
617	Social and Political Life-I (S.Sc.) (Eng Medium)	
621	Kala Adhyayan	
622	Grih Vigyan	
623	Hindi Vyakaran Aur Rachna	
624	English Grammar.	
625	Punjabi Pustak	
626	Himachal Ki Lok Sanskriti Yoga	
627	Jaan Pahchan(Urdu)	
701	Vasant-II, Hindi	
702	Bal Mahabharat Katha(SR) Hindi	
703	Honeycomb(English)Core	
704	An Alien Hand(SR) English	
705	Ganit	
706	Vigyan	
707	Itihas(Hamare Atit-II) (S.Sc)	
708	Bhugol(Hamara Paryavaran) (S.Sc)	
709	Samajik Aur Rajnitik Jeevan-II(S.Sc)	
710	Ruchira-II (SKT)	
711	Naitik Shiksha Bhag-VII	
712	Swatantrata Sangram Ka Itihas	
713	Mathematics (Eng Medium)	
714	Science (Eng Medium)	
715	History (Our Pasts-II)SSc. (Eng Medium)	
716	Geography (Our Environment) SSc (Eng Medium)	
717	Social and Political Life-II, S.Sc (Eng Medium)	
718	Punjabi Pustak	
719	Himachal Ki Lok Sanskrit Aur Y	

Textbook Code	Textbook Name	Supplementary/ Additional demand
720	Jaan Pahachan(Urdu)	
801	Vasant Bhag-III	
802	Bharat Ki Khoj	
803	Honey Dew	
804	It so Happened (SR)	
805	Ganit	
806	Vigyan	
807	Hamare Atit-III Bhag-I	
808	Sansadhan Avam Vikas	
809	Samajik Avam Rajnitik Jeevan-III	
810	Ruchira Bhag-III	
813	Naitik Shiksha	
814	Bhartiya Swatantrata Sangram Ka Itihas	
815	Mathematics(Eng.Medium)	
816	Science	
817	Our Pasts-III Bhag-I	
818	Social And Political life-III	
819	Resources and Development	
820	Punjabi	
821	Hamare Atit-III Bhag-II(Hindi Medium)	
822	Our Pasts-III Bhag-II	
823	Himachal Ki Lok Sanskrit Aur Y	
824	Jaan Pahachan(Urdu)	
901	Kshitij(Hindi)	
902	Kritika(SR(Hindi)	
903	Beehive(English)	
904	Moments(SR)English	
905	Ganit	
906	Vigyan	
907	Bharat Aur Samkalin Vishwa-I S.Sc	
908	Samkalin Bharat-I(Bhugol)S.Sc	
909	Loktantrik Rajniti(PSc)S.Sc	
910	Urdu Ki Kitab	
911	Naitik Shiksha Bhag-I	
912	Swatantrata Sangram Ka Itihas	
913	Manika(Sanskrit)	
914	Punjabi Book-I	
915	Arthshashtra	
916	Mathematics (Eng Medium)	
917	Science (Eng Medium)	
918	Aapda Prabandhan(SSc)	
919	Manika Abhyas Pustika Bhag-I	
951	Disaster Management(SSc)	
952	Contemporary India-I SSc.	
953	Economics	
954	Democratic Politics(Ssc)	
955	India and the Contemporary World-1	

Textbook Code	Textbook Name	Supplementary/ Additional demand
922	Kala Sanklan	
923	Sangeet Prakash	
924	Sangeet Vadya Vadan	
925	Naritya Kaumudi	
926	Grih Vigyan	
927	Samajik Punarnirman	
928	Krishi Vigyan	
929	Vanjya Pranali Avam Vahi Khata	
930	Hamari Arthvyavastha Ka Paricheya	
932	Sanskrit Vyakaran Kaumudi	
933	English Grammar	
934	Shikshartha Vyakaran	
1001	Kshitij-2, Hindi	
1002	Kritika-2(SR) Hindi	
1003	First Flight (English)	
1004	Footprints without Feet(SR)English	
1005	Ganit	
1006	Vigyan	
1007	Itihas (Bharat and Samkalin Vishwa-2)SSc	
1008	Samkalin Bharat-2(Bhugol)SSC	
1009	Arthik Vikas Ki Samajh(SSc)	
1010	Urdu	
1011	Naitik Shiksha	
1012	Swatantrata Sangram Ka Itihas	
1013	Punjabi Book-II	
1014	Manika(Sanskrit)	
1015	Aapda Prabandhan(SSc)	
1016	Loktantrik Rajniti-2, S.Sc	
1017	Manika Abhyas Pustika Bhag-II (CBSE)	
1018	Mathematics	
1019	Science	
1020	History (India and the Contemporary World-II)	
1021	Contemporary India-II(Geo)	
1022	Understanding Economics Development(SSc)	
1023	Democratic Politics-II (SSc)	
1024	Disaster Management (CBSE)	

I certify that quantity of textbooks supplied by the Books Distribution Centre to block \_\_\_\_\_, noted above, is correct.

**Signature:** \_\_\_\_\_  
Name:  
Date:  
Incharge, Sales/ Book Depot  
Depot \_\_\_\_\_

**Signature** \_\_\_\_\_  
Name:  
Date:  
Authorized Collecting Officer  
Block \_\_\_\_\_