

While communicating the enclosed copy of Minutes of the Video Conference held by Commissioner of Technical Education, T.S., Hyderabad with the Principals/OSDs of all Government Polytechnics on 22.07.2017 at 3.00 PM to review the functioning of Government Polytechnics, all the officers and Principals of the Government Polytechnics are hereby directed to take up the follow up action and submit compliances.

Encl: As above

Sd/- A. VANI PRASAD
COMMISSIONER

To:
The Principals/OSDs of all Govt. Polytechnics/ Institutions in the State
Copy to all the officers in the Commissionate
Copy to the Secretary, SBTET, Telangana, Hyderabad.
Copy to the RJD (TE), Telangana State, Hyderabad.
Copy to Stock File/Spare.

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SUPERINTENDENT
A video conference is convened by Commissioner of Technical Education, Telangana, Hyderabad to review the functioning of Government Polytechnics 3.00PM on 22/07/2017. The meeting attended by the senior officers and principals.

The following decisions were taken after detailed deliberations:

I. **Budget Utilization, Orientation & Clarification:**

1. It is observed that many principals are holding grant in aid amount pertaining to different scheme sanctioned during year 2016-17 in their DDO account. They are informed to take necessary steps regarding spending of the amount as per rules in vogue for the benefit of students without further delay.

   **Action:** All Principals / OSDs

2. It is observed that many principals have not submitted the grant in Aid bills to treasuries for claiming the budget released for the year 2017-18. They are requested to immediately process the bills duly getting the counter signature of RJD.

   **Action:** All Principals.

3. The new schemes that are introduced are explained to Principals and certain clarifications are also given to them.

   1. Incentives for 100% attendance shall be given monthly.
   2. Whenever remedial classes are conducted refreshments shall be provided to all students.
   3. The exam fee and certificate fee shall be reimbursed to SBTET directly without collecting any fee in advance from the SC and ST Bonafide students for the year 2017-18 for Regular and Backlog exams.
   4. Centralized tender is being called for procurement of Dress code, Blazer and Shoes. The principals shall draw the funds from treasury to DDO account and shall wait for further instructions from CTE.
   5. Introduction about techfest scheme is given and Principals were requested to await for further instructions however The principals shall draw the funds from treasury to DDO account.

   **Action:** All Principals/ AD(K)/ SBTET.

4. Principals have informed that software’s (other than OS) installed in Laptops are trial versions which are expired hence there is a need to procure softwares like MS office etc.. Instructions are to be given from head office,

   **Action:** OSD/ AD(K)
5. The principals are permitted to procure the Laptops to the extent of Shortfall from TSTS to provide the same to all students.

6. The principals were directed to follow the same drawl procedure for the Schemes continued in 2017-18.

Telanganaku Haritha Haram.

All Principals are instructed to take necessary steps to protect the plantation done during TKHH programme.

Action: Principals.

II. Readiness of PPT Presentation:

All principals of identified polytechnics are informed that there will be PPT presentation of certain Polytechnics on 27/07/2017. Hence remaining polytechnics shall be ready with PPT and Presentation by 05/08/2017.

Action: Principals

III. Syllabus Coverage:

1. Secretary SBTET has informed that certain polytechnics are not having faculty hence Principals shall take necessary steps to engage faculty especially GPT, Parkal.

Action: Principals

2. All polytechnics need to equip themselves with lab equipment or Conduct practical in nearby Government Polytechnics. Hence they are requested to send proposals for additional Budget requirement for procuring the equipment and utilize the budget already sanctioned.

Action: Principals

IV. Result Analysis.

1. While appreciating the final year results, low results in first year second year are analyzed. Principals of certain Polytechnics where first year results are low are warned and instructed to take all necessary steps to increase the results.

Sd/- A.VANI PRASAD
COMMISSIONER

For COMMISSIONER