

**GOVERNMENT OF TELANGANA  
DEPARTMENT OF TECHNICAL EDUCATION**

**OFFICE OF THE  
COMMISSIONER OF TECHNICAL EDUCATION  
TELANGANA STATE :: HYDERABAD**

Memo.No.K3/10866/VC/2015 Vol- II

Dated:11.10.2017

Sub: Technical Education - Minutes of the Video Conference held by the Commissioner of Technical Education, T.S., Hyderabad with Principals/OSDs of all Government Polytechnics on 05.10.2017 at 11:00 AM - Communicated - Reg.

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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 held on 05.10.2017 at 11.00 AM 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.

//F.B.O//

*R. Jyothsi*  
11/10/2017  
SUPERINTENDENT  
*11/10/17*

**GOVERNMENT OF TELANGANA**  
**DEPARTMENT OF TECHNICAL EDUCATION**

**Minutes of the video conference convened by the Commissioner of Technical Education, with Principals/OSDs of all Government Polytechnics at 11.00AM on 05/10/2017.**

A video conference is convened by Commissioner of Technical Education, Telangana, Hyderabad to review the functioning of Government Polytechnics 11.00AM on 22/07/2017. The meeting attended by the senior officers and principals.

The following decisions were taken after detailed deliberations:

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

Budget utilize & implementation:

1. The expenditure details of all the new schemes under NSP and SCSTDF are reviewed.
2. It was observed that the expenditure incurred by the Principals under new schemes & SCSTDF is very poor. It was also informed to Principals up to 2<sup>nd</sup> Quarter all amounts are released to the institutes and necessary authorization from DTA is communicated to DDO/STOs. The RJD informed that the request M102 & M103 forms which were received by his office were cleared with due Counter signature. Hence The Principals who have not submitted M102 from M103 form, shall submit to the treasury without further delay & status of the expenditure & reasons for not spending the amounts shall be submitted in the prescribed format latest by 10.09.2017.

**Action: Principals**

3. It was observed that in spite of instructions and D.O. Letter by CTE, the Principals have not bestowed their personal attention in implementation the schemes and it is a matter of serious concern. The Principals shall bestow their personal attention and see that the bills of various schemes are submitted to Treasury & get passed by duly coordinating with the DDO & Treasury Officers.

**Action : Principals**

4. It is again reiterated that Principal shall place the Purchase Order to TSTS on the requirement of Laptops to the extent of short fall under the head of amenities immediately. While commending the Principals for making arrangements for payments of exam fee in respect of SC & ST students in times, it is requested that the Principals shall claim the money from Treasury under the head of exam fee immediately.

**Action : Principals**

5. In clarified that to avoid the duplication of expenditure and to incurrance expenditure under SCSDF head (2203-00-789-25-22-310-312) the Principals shall claim funds under this head first in respect of SC students as sufficient funds are available. In respect of ST students for schemes 1) exam fee and Certificate fee 2) incentive for 100% attendance 3) Blazer and shoes for final year students the funds shall be claimed under Head (2203-00-105-25-25/26/22-310-312).

**Action: Principals**

6. The Principals were directed to submit details of individual beneficiaries under SCSDF Scheme immediately in the prescribed format.

**Action:Principals**

### **XIII. Syllabus Coverage**

7. The Secretary, SBTET, Hyderabad reviewed the uploading of the details of candidates applied for the ensuing semester exam and Principals were informed of discrepancies through on line the details of applied. He also announced schedule of exams.

**Action: Principals**

8. The Syllabus Coverage also reviewed and the Principals were informed to see that the syllabus is completed well before the last date to the at most satisfaction of students.

**Action: Principals**

### **XIV. Land Records**

9. The Principals were directed to submit the status of land record details by 10.10.2017.

**Action: Principals**

**Sd/- A. VANI PRASAD  
COMMISSIONER**

//F.B.O//

*K. dyodli*  
11/10/2017  
SUPERINTENDENT  
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