

**PROCEEDINGS OF THE COMMISSIONER OF TECHNICAL EDUCATION
TELANGANA:: HYDERABAD**

**PRESENT:- SRI NAVIN MITTAL, I.A.S.,
COMMISSIONER**

Sub:- TECHNICAL EDUCATION - ESTABLISHMENT - Delegation of powers/Entrusting of certain duties to Officer on Special Duty(Admn.)/Regional Joint Director of Technical Education Principals/OSDs of Government Polytechnics/Institutions in the State - Orders - Issued - Reg.

Read:- This office Memo. of even No. Dt: 16.04.2015 and 17-04-2018

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ORDER:

In view of the integration of the Office of the RJDTE with CTE Office and implementation of the e-Office, in the Department of Technical Education, Telangana, Hyderabad, the Commissioner of Technical Education, Hyderabad, in partial modification of the orders read above and after careful re-examination of the powers vested with Officers at various levels in the Department, is hereby pleased to delegate powers in the following subjects to Officer on Special Duty in CTE Office/ Regional Joint Director of Technical Education, Hyderabad, and Principals/OSDs of Government Polytechnics/Institutions in the State, as follows and other powers remain with Commissioner of Technical Education:-

**(I) Officer on Special Duty (Admn.) in CTE Office/
Regional Joint Director:-**

1. Sanction of Regular leaves i.e. Earned Leave, Half Pay Leave, Commuted leave on Medical Certificate and L.T.C. up to the Non Gazetted level in the CTE Office.
2. Sanction of Surrender of Earned leave (SEL) and Encashment of Earned leaves/ HPL for the Gazetted and Non Gazetted Officers in the CTE Office and to the Principals.
3. Sanction of GPF, Temporary advances, Part Final and Final withdrawals to the Principals.

4. Forwarding of Re-imburement of Medical expenditure representation / bills for Scrutinizing from D.M.E. or other competent Medical authorities, Sanction of Medical Re-imburement after approval of DME or other Competent Medical Authority for Gazetted, Non-Gazetted Officers in the CTE Office and Principals.
5. Sanction of the Annual increments to the Gazetted and Non Gazetted officers of the CTE Office and to the Principals.
6. Sanction / Placement under Automatic Advancement Scheme (AAS) of 06/12/18/24 years to the Gazetted and Non Gazetted staff of CTE Office.
7. Pay fixation of AICTE Scales of Pay, 1986/1996/2006 (counter Signature) for Officials of the CTE Office and Principals.
8. Issue of NOC/ Identity certificate to obtain Passport/VISA to the Gazetted/Non Gazetted officers of the CTE Office and Principals.
9. Forwarding Pension papers to Accountant General's Office in respect of the Gazetted/Non Gazetted staff of CTE Office and Principals.
10. Issue of NOCs for pursuing Higher Education in respect of the staff working in the Polytechnics in the State, except the Principals.
11. Permission for retention of the staff during the summer vacation in Government/Aided Polytechnics in the State.
12. Permission for industrial visit of Students.

(II) Principals/OSDs of Government Polytechnics:-

1. Sanction of Regular Leave i.e. Earned Leave, Half-pay Leave, Commuted Leave on Medical Certificate (up to 90 days) up to the level of Heads of Sections.
2. Sanction of Encashment of EL/HPL up to the level of Heads of Sections.
3. Sanction of Temporary Advances, Part Final and Final withdrawals of GPF up to the level of Heads of Sections.
4. Re-imburement of Medical expenditure up to Rs. 2.00 lakhs after Scrutiny by the D.M.E., or other competent Medical authorities concerned to the staff up to the level of Heads of Sections.
5. Release of annual increments to the staff up to the level of Heads of Sections.

6. Issue of NOC/ Identity Certificate to obtain Passport/VISA to the staff up to the level of Heads of Sections.
7. Sanction/Placement under Automatic Advance Scheme [AAS] of 06/12/18/24 years to the non-teaching Staff.
8. Pay fixation of AICTE Scales of Pay, 1986/1996/2006 (Counter Signature) to the staff up to the level of Heads of Sections.
9. Sanction for movement of AGP from 5400-6000 for Lecturers in the AICTE Pay scale of Rs. 15600-39100.
10. Forwarding Pension papers to Accountant General's Office up to the level of Heads of Sections.
11. Service matters pertaining to regularizations and declaration of probation upto the level of Junior Assts.

The above orders are issued with immediate effect.

The receipt of these orders shall be acknowledged.

COMMISSIONER

To

1. The OSD/Regional Joint Director, O/o Commissioner of Technical Education, Hyderabad.
 2. The Principals/OSDs, Government Polytechnics in the State
- Copy to the Secretary, SBTET, Hyderabad