GOVERNMENT OF TELANGANA
DEPARTMENT OF TECHNICAL EDUCATION

Office of the Commissioner
of Technical Education,
Vidya Bhavan, Hyderabad

CIRCULAR MEMO

Sub:- Academic - T.E. - Principal Conference on 10-02-2020 – Minutes of the Conference – Communicated - Further action – Intimation - Reg

****

In pursuance of this office Memo cited, the Principals' Conference was held on 10-02-2020 at RUSA Resource centre. In terms of deliberations held in the above Conference, the Minutes of the Meeting are enclosed in the Annexure to this Memo.

Therefore, the Officers in the address entry are hereby requested to take further necessary action and submit the compliance to the Commissioner of Technical Education, Hyderabad accordingly.

The receipt of this memo shall be acknowledged.

(This has the approval of the Commissioner of Technical Education)

To
1. The Principals of all Government Polytechnics in the State for information and necessary action
2. The Secretary, State Board of Technical Education & Training, Hyderabad for information and necessary action.
3. The Officers concerned in the O/o Commissioner of Technical Education, Hyderabad for information and necessary action

\[TC::FB\]

ASSISTANT DIRECTOR
Department of Technical Education
Government of Telangana, Hyderabad.
ANNEXURE

MINUTES OF THE MEETING HELD BY THE COMMISSIONER OF TECHNICAL EDUCATION WITH THE PRINCIPALS OF GOVERNMENT POLYTECHNICS ON DATED: 10-02-2020 AT RUSA RESOURCE CENTRE, NAMPALLY, HYDERABAD

***

ISSUES OF DEPARTMENT OF TECHNICAL EDUCATION

1. It has come to the notice of the CTE that GPTs are maintaining different Bank Accounts and maintenance of Cash Books for all those accounts is hampering the work in offices. Therefore, the Principals of GPTs are instructed to maintain only One Bank Account per Institution for general purpose (other than specific schemes) and for transparency, as shown below:-
   a. One Bank Account (Scholarship Account, Tuition / Special Fees-Non-Govt. Account, SBTET Account etc. and all the existing accounts should be merged with Vijaya Bank (now Bank of Baroda) and this Account shall be the official College Account.
   b. DDO Account (if any difficulty is there in operating the above account with Treasury/PAO).
   c. PD Account (with Finance Department)
   d. Schemes where a specific account is required: Funds relating to GOI / MHRD Schemes such as CDTP, Up-gradation, MODROBS etc. should be credited to separate accounts (if already there).
   e. Existing Scholarship Account may be retained, if old bills are pending for payment into the account

   (Action: RJD/OSD)

2. Preparation of a Training Module for office staff of GPTs for the use of e-Office, Tally Software and also in Administration & Accountancy procedures; Implementation of Tally Software in the offices of Government Polytechnics and Training by (2) teams of Charted Accountants on maintenance of Accounts on one hand and test auditing on the other till the eventual CAG audit is done of the out-standing pending accounts.

   (Action: RJD/OSD & NITTTR (ECH))

3. Principals shall not draw cash under any circumstances or issue 'Self' cheques. All the transactions should be made cashless viz. through online Net-banking/NEFT/RTGS / UPI / Cheque / e-Wallets.

   (Action: RJD/OSD)

4. The permission accorded earlier to the Principals for online payment of Rs.20,000/per day is to be reviewed, enhancing the above expenditure limit.

   (Action: RJD/OSD)

5. No institution shall engage daily wage workers in contravention of the provisions of the Telangana (Regulation of Appointments to Public Services and Rationalization of Staff Pattern and Pay Structure) Act, 1994. (Act No. 2 of 1994). Any such action will be punishable under the Act.

   (Action: RJD/OSD)
6. Addressing a letter to the HODs of SCDD / STW / BCW / MW etc. for quicker release of RTF / MTF charges to be paid to the students of Government Polytechnics(GPTs) on priority basis, as some of GPTs are getting the releases after Private Institutions and for early release of sanction Proceedings’ copies to the Institutions to enable Principals of the Institutions to make remittances.

(Action: DD (T)-I / AD (Academic-II)

7. Pending release of RTF/MTF Charges’ sanction Proceedings copies to the Institutions by Welfare Departments (SCDD / STW / BCW / MW), Principals of the Institutions have to make bifurcation of Tuition Fee/Other Fees remittances to be made (as per Tuition Fee-Rs.2000:Other Fees-Rs.1300 ratio) to Government Treasury or Non-Government Accounts of the Institutions, as the case may be.

(Action: Principals of GPTs

8. Certain Principals have raised the issue of procuring a Generator in their Institutions, because of frequent power failure in their Institutions. In this connection, it is suggested to install Solar Power instead. Follow up is to be done with TSREDCO for early erection of solar systems.

(Action: DD (T) –II / AD-Schemes

9. Principals may be permitted to make local AMC agreement for UPS, Xerox Machine, Computers and Printers.

(Action: DD(T)-II/AD-Schemes

10. Review of the funds under GOI/MHRD Schemes (CDTP / Up-gradation / MODROBS) lying unused in certain GPTs is to be made and further instructions and guidance to be issued to the Principals of GPTs concerned.

(Action: DD (T)- II / AD (Schemes

11. Identification of suitable Service Provider for Wi-fi connectivity to GPTs, especially those located in remote areas.

(Action: DD (T) – II / AD (Schemes

12. A Committee of (4) Principals is to be constituted to look into the issues like House-keeping, Watch and Ward, AMC of Machinery and Equipment in GPTs and for identifying norms for minimum Imprest Amount for sundry expenses at Institutions’ level and for the formulation of Expenditure Management Procedures in this regard.

(Action: DD (T)-II / DD(NT

13. Detailed instructions are to be prepared about the preparedness for EOA applications of GPTs including introduction of New Courses / Sections / Identification of cross functional subjects or introduction of Minors, in consultation with SCRO, AICTE, Hyderabad.

(Action: DD (T) – I / AD (Academic – I

14. In view of the revised AICTE Norms of Teacher : Student ratio, rationalization of teaching posts among GPTs for having additional Divisions of the demand-driven Diploma Courses in the GPTs so as to increase the outreach of highly subsidized Diploma education to larger number of poor students within the existing budgetary support of Government.

(Action: DD (T)-I / AD (Academic-I

15. Govt. Polytechnics shall immediately apply for NBA Accreditation at least for 60% of the courses, especially the Polytechnics which have less than (300)
sanctioned intake. Further, they have to apply for NBA accreditation for the demand-driven Courses such as ECE and CME so that they can get another Division and can have increase in intake from 60 to 120 of such Branch(es).

(Action: DD(T) - II)

ISSUES OF STATE BOARD OF TECHNICAL EDUCATION & TRAINING

16. Matching and Batching of Final Year students of GPTs for Industrial Training shall be done immediately so as to feed the Industry with Diploma Trainees throughout the year. Further, steps have to be taken for limiting industrial training and placement for those students who are seriously interested in doing job eventually rather than going for higher education through lateral entry.

(Action: Secretary, SBTET / DD (T)-II)

17. The students of DCME branch should not be sent for Industrial Training for Secretarial Practice; They should to be sent for Coding Training.

(Action: Secretary, SBTET & D.D.(T) - II)

18. The SBTET may dispense with the task of production and distribution of English Language Lab Manual, which may be permitted to be bought by the students themselves from open market.

(Action: Secretary, SBTET)

19. Steps may be taken by the SBTET for collection of OMRs of all examinations by post from the GPTs located in moffusils.

(Action: Secretary, SBTET)

20. It is decided to bring change in the present timings of Mid – Term Exams i.e. 10.00-11.00(for I & V semester) 11.30-12.30 (for III Semester) and 2.00-3.00 & 3.30-4.30 for Afternoon sessions next semester onwards.

(Action: Secretary/ SBTET)

21. Extension of ALPLA Model Dual Internship of 2-year training to the other Industrial Units / Government Polytechnics.

(Action: Secretary/ SBTET & D.D.(T)-II and Principals of GPTs)

(This has the approval of Commissioner of Technical Education)

Signature valid

For Commissioner

TC :: FBD/1

ASSISTANT DIRECTOR
Department of Technical Education
Government of Telangana, Hyderabad.

13/02/2010