

GOVERNMENT OF ANDHRA PRADESH

OFFICE OF THE  
SPECIAL COMMISSIONER OF TECHNICAL EDUCATION  
ANDHRA PRADESH::VIJAYAWADA

Cir. No. EHE02-15028/33/2019-F SEC-CTE

Dated: 21.03.2019

Sub: Technical Education - Establishment - Minutes of the video conference which was held on 12.03.2019 - Communicated - Reg.

Ref: This Office Cir. No. F I/CIRCULAR/2018, dt: 28.02.2019.

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In the reference cited, the Special Commissioner of Technical Education convened a Video Conference on 12.03.2019 to discuss the administrative issues and development activities with RJDTEs, Kakinada, Tirupati and Principals of all Government Polytechnics. In that, the CTE has given instructions for effective implementations of the issues as per agenda.

2. The Officers in this office, Regional Joint Directors of Technical Education, Kakinada, Tirupati and all the Principals of Government Polytechnics are hereby requested to follow the instructions of CTE. The minutes of the Video Conference held on 12.03.2019 is here with enclosed.

3. This may be treated as most important.

Sd/- G.S. PANDA DAS  
SPECIAL COMMISSIONER

To

All the Officers, O/o CTE, A.P., Vijayawada.

The Regional Joint Directors of Technical Education, Kakinada and Tirupati.

All the Principals of Government Polytechnics/Institutions in the State.

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P. Raju sakti  
SUPERINTENDENT 22/3/19



**GOVERNMENT OF ANDHRA PRADESH  
DEPARTMENT OF TECHNICAL EDUCATION**

**MINUTES OF THE VIDEO CONFERENCE ON ADMINISTRATIVE ISSUES AND DEVELOPMENTAL ACTIVITIES HELD WITH ALL RJDTEs AND PRINCIPALS OF GOVERNMENT POLYTECHNICS**

Dated: 12.03.2019

Venue: Office of the Special Commissioner of Technical Education, A.P.

Time: 11 a.m to 3.00 p.m.

The following Officers attended the Meeting

1. Sri.G.S. Panda Das, I.A.S., Special Commissioner of Technical Education
2. Sri V.Padma Rao, Joint Director i/c
3. Sri N.S.V. Kumar, OSD-CTE
4. Smt A. Padmavathi, Project Coordinator, TEQIP
5. Dr B. Kalyan, Deputy Director (Tech)
6. Sri R. Venu, Assistant Director (T)
7. Smt. I. Manjula Rani, AD (T)
8. Sri D. Venkata Rao, AD (NT)
9. Sri T. Niranjan Rao, IAO
10. Smt. A. Madhavi, AD (NT)
11. Smt. Ridhima, AD
12. Other staff of CTE

The Special Commissioner of Technical Education convened a video conference on 12.03.2019 to discuss the administrative issues and developmental activities with RJDTEs, Kakinada, Tirupati and Principals of all Government Polytechnics.

The following were discussed in detail:

1. NBA Readiness / Payment Status
2. AICTE Deficiencies
3. Utilisation of Management Information System
4. Utilisation of Learning Management System
5. Utilization of Virtual Class Rooms, Digital Class Rooms and Conduct of Industrial seminars
6. Write off/obsolescence / scrap disposals
7. District Level Soil Testing Labs (IR Generated details)
8. Biometric Attendance of Principals.
9. Budget utilization
10. Implementation of e-office in polytechnics
11. Compound walls , Land issues and any other matters.

The Special Commissioner of Technical Education has instructed before going to review, the services of the Regional Joint Directors of Technical Education, Kakinada and Tirupati through proper channel. Further instructed that, both the RJDTEs should enforce the Principals in their regions and conduct the review regarding the readiness of Video Conference under their jurisdiction

**NBA Payment Registration**

The Special Commissioner of Technical Education reviewed the status of payment of NBA readiness and registration fees and reiterated that the NBA accreditation is very important to every polytechnic and all Principals of Government Polytechnics should pay special interest for getting NBA accreditation. Further, instructed that, the Principals of



Government Polytechnics must complete the process payment of registration who are going for NBA immediately.

Some of the Principals expressed their problems pertaining to Student Faculty Ratio for getting NBA status, which was not related to the values of NBA due to lack of staff. Accordingly, the Spl. CTE has given instructions to RJDTEs to adjust qualified contract faculty where they have required in Government Polytechnics which are going to NBA accreditation.

**- DD (Tech) to pursue**

#### **AICTE Deficiencies**

The Special CTE instructed the Principals of various Government Polytechnics send the final deficiencies regarding to NBA accreditation and furnished to the O/o CTE, A.P., Vijayawada and letter will be addressed to the AICTE, New Delhi.

**- DD (Tech) to pursue**

#### **POLYCET Admission**

The Spl CTE has given instructions to all the Principals of Government Polytechnics to enhance the admission and workout as per targets distributed by the nodal polytechnic in their regions. Nodal Principals should be responsible to achieve the targets, since, the date of POLYCET-2019 is postponed to 30.04.2019.

**- RJDTEs to pursue**

#### **Management Information System (MIS):**

The Special Commissioner has given directions to the Principals to complete the process of MIS registration and other related issues by 16.03.2019. Some of the Principals raised their problems in the process of registration regarding date of birth, mentally retarded status. The Special CTE has given directions to rectify the problems immediately.

**- OSD-CTE to monitor**

#### **Implementation of e-office in Polytechnics:**

The Special Commissioner noticed that few of the Polytechnics are not yet send the files through the e-office. Accordingly, the Special CTE instructed the Principals steps to be taken immediately to implement the e-office in their institutions.

**- AD (VC) / Principals to pursue**

#### **Budget utilization:**

The Special Commissioner reviewed and instructed the Principals to submit the bills to the treasuries 20.03.2019 if any pending at their institutions.



The Principal, Government Polytechnic, Vijayawada has requested the budget for payment of guest faculty under Non-Government budget. The Spl. CTE not allowed to payment from same and instructed from the budget which was allocated to the Gust faculty.

**Other issues:**

**i). Compound walls:**

The Special CTE has given instructions to all the Principals of Government Polytechnics should submit the bills to the treasury authorities regarding the construction of walls by 20.03.2019 to avoid budget freezing.

Sd/- G.S. PANDA DAS  
SPECIAL COMMISSIONER

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*P. Raju Kumar*  
SUPERINTENDENT 22/3/19