

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

Office of the
Commissioner of Technical Education
Andhra Pradesh::Mangalagiri.

Memo No.12/17550/2015.

Dated 27-10-2022.

Sub: TECHNICAL EDUCATION – Conduct of field inspection of Typewriting and Shorthand Institutions to award recognition/renewal of recognition for the year 2023 & 2023-24 – Regarding.

While enclosing the list of Typewriting and Shorthand Institutions as Annexure along with copy of Notification/Guidelines and Inspection Format for conducting field inspections to award recognition/renewal of recognition for the year 2023 and for the 2-year block period 2023 & 2024, Principals of the Government Polytechnics are requested to conduct field inspection of Typewriting and Shorthand Institutions allocated to them and submit the Inspection Reports in the format enclosed herewith by 15-11-2022 positively to the Commissioner of Technical Education, A.P. The expenditure towards TA & DA for conducting field inspection of Typewriting and Shorthand Institutions shall be met from the budget of the Polytechnics concerned.

Further, Principals of Government Polytechnics are requested to adhere to the schedule mentioned above, as a list of recognized institutions is to be furnished to the SBTET, A.P., to enable them to conduct the typewriting and shorthand examinations as per schedule.

Sd/- C. NAGA RANI
COMMISSIONER

Encl: As above.

To

The Principals of Government Polytechnics,
(As per Annexure).

//F.B.O//


DEPUTY DIRECTOR