



Govt. of West Bengal
Directorate of Vocational Education & Training
Karigari Bhawan,
Plot: B/7, Action Area: III, New Town, Rajarhat, Kolkata-700160
E-mail: wbdvet@gmail.com

Memo No. 032 -VET/2019-20

Date: 11.04.2019

Memorandum in connection with Remuneration Requisition of VTC Teachers / Instructors for the month of April, 2019

In continuation with our earlier Memo bearing no. 004-VET/2019-20 dt. 01-04-2019, this is to inform all concerned Head of The VTCs to submit online Requisition of Remuneration of Teachers/ Instructors through iOSMS for the month of April, 2019 as per scheduled period mentioned in Memorandum No. 004-VET/2019-20 dt. 01-04-2019 as per method given below:- After login by the Head of VTCs for requisition process, a Dash Board popup form will be displayed in the screen with the following information:-

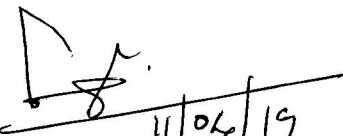
No of Trades running in VIII + level at present *Fill up dropdown menu (Mandatory Field)*

No of Groups under Discipline running in X+2 level at present *Fill up dropdown menu (Mandatory Field)*

Then Successful message will be displayed in your screen.

Then close the popup and enter into requisition form and do as usual.

This for your information and necessary action.

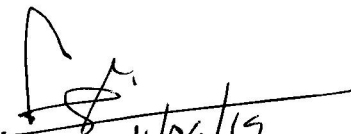

11/04/19
Director of Vocational Education & Training
West Bengal

Memo No. 032/1(7)-VET/2019-20

Date: 11.04.2019

Copy forwarded for information & necessary action to:-

1. CAO, WBSCT&VE&SD, Karigari Bhawan, New Town, Kol-160
2. Principal/OIC & Nodal Officers – 20 Nodal Polytechnics
3. District Officer of Six (6) Regional Offices of DVET
4. Assistant Director (Accounts), DVET, Karigari Bhawan, New Town, Kol-160
5. Mr. Suman Mahajan, Scientist B, NIC
6. Sr. PA to Principal Secretary, TET&SD Department, Karigari Bhawan, Kolkata-700160
7. iOSMS cell


11/04/19
Director of Vocational Education & Training
West Bengal