



Government of West Bengal
Directorate of Vocational Education and Training
Karigari Bhawan, Plot-B/7, Action Area-III, New Town, Rajarhat, Kolkata-160

Memo No. 037 -VET/2020-21

Dated, Kolkata, 05th May, 2020

NOTICE

**FOR ONLINE REQUISITION OF MONTHLY REMUNERATION OF VTC
TEACHERS/INSTRUCTORS FOR THE MONTH OF MAY, 2020**

This is to request Head of all operational VTCs to instruct the teaching/instructing personnel for conducting online classes and development of e-content etc. as communicated through letter vide Memo No. 002-VET/2020-21 dated 06.04.2020 for the benefit of students.

Now, they are also requested to submit online requisition of monthly remuneration of VTC Teachers / Instructors through iOSMS Portal for the month of May, 2020 as per schedule given below:

Activity	Period
Remuneration Requisition by Head of the VTCs	14.05.2020 to 19.05.2020
Forward online Requisition by Respective Nodal Polytechnic	Up to 20.05.2020
Forward online Requisition by Council to DVET	21.05.2020

In addition to the above, it has been scrutinized that lot of Teachers/Instructors either left the engagement or remain absent for a long time, but their names exist in iOSMS Portal. For those cases, the Head of the VTC(s) are requested to report this Directorate by Mail (wbdvet@gmail.com) within 12.05.2020 (up to 3pm) positively so that the names will be blocked from Directorate to avoid the “zero” remuneration cases as far as possible. For future cases also, this Directorate expects the same from VTC(s).

Further, this is also to request Head of those VTCs for whom they have missed to submit the requisition in favour of few Teachers /Instructors for the month of April, 2020, they must submit the requisition to our mail within 11.05.2020 as it is not possible to submit online through late drawl process.

**Director of Vocational Education & Training,
West Bengal**

Memo. No.037/1(9)-VET/2020-21

Dated, Kolkata, 05th May, 2020

Copy forwarded for information and necessary action to :

1. Additional Secretary , TET & SD Department
2. CAO , WBSCTVE&SD
3. Principal / OIC & Nodal Officer – 20 Nodal Polytechnics
4. PS to Hon'ble MIC , TET & SD Department
5. State Nodal Officer , iOSMS Cell , DVET
6. Assistant Director (Accounts) DVET, West Bengal
7. Official of NIC
8. Head of the VTCs – Requested to view Notice Board of wbvoc.gov.in
9. Sr.PS to the Principal Secretary , TET & SD Department

**Director of Vocational Education & Training,
West Bengal**