Govt. of West Bengal

Directorate of Vocational Education & Training

Karigari Bhawan

B-7, Action Area-III, New Town, Kolkata-700160

Memo. No. 103 -VET/2020-21   Dated : 07.07.2020

NOTICE

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

This is to inform Head of the all concerned grantee VTCs that they must submit Online requisition through iOSMS Portal for the month of July, 2020, as per schedule given below :

Activity	Period
Remuneration Requisition by Head of the VTCs	15.07.2020 to 20.07.2020
Forward online Requisition by Respective Nodal Polytechnic	Up to 21.07.2020 **(1:30 PM)**
Forward online Requisition by Council to DVET	21.07.2020

Before submitting requisition for this month, the Head of VTCs must fill up the Pop-up Form information (Format enclosed) and they should be well prepared with the information for filling up the said Pop-up Form. After submission of Pop-up Form, they can enter in normal Requisition Process.

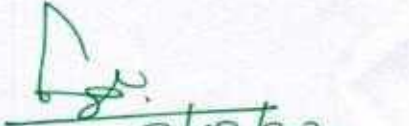Co-operation from all grantee VTCs is earnestly solicited.

Director of Vocational Education & Training,
West Bengal

Memo. No. 103/1(7) -VET/2020-21   Dated : 07.07.2020

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.   State Nodal Officer, iOSMS Cell, DVET

5.   Assistant Director (A/Cs) DVET, West Bengal

6.   Official of NIC - requested to upload in website.

7.   Head of the VTCs - Requested to view Notice Board of wbvoc.gov.in

Director of Vocational Education & Training,
West Bengal

FORMAT OF POP-UP FORM

Head of the respective VTC must fill up the Pop-up information before Online requisition for the month of JULY, 2020 and must submit the data in the following Pop-up as per Physical Documents available with him/her.

Email ID of VTC

	↓

Mention the exact spelling with special character if any

Email ID of HOI

	↓

Mention the exact spelling with special character if any

I, as the Head of the VTC solemnly declares that above information are true to the belief of my knowledge.

SUBMIT

CLOSE