Memo. No. 114 -VET/2020-21   Dated , Kolkata, 22nd July, 2020

IMPORTANT NOTIFICATION FOR SUBMISSION OF UC FOR RECURRING GRANT UP TO JUNE, 2020 & SUBSEQUENTLY REQUISITION FOR RECURRING GRANT (JULY, 2020 TO SEPTEMBER, 2020) THROUGH ONLINE IN iOSMS PORTAL

Ref: Our earlier notification Memo No. 976-VET dated 12.02.2020

This is a great pleasure to inform Head of all VTCs that Hon'ble MIC, TET&SD Department has inaugurated launching of Recurring Grant Module in iOSMS Portal on 17.07.2020.

Now, pursuant to G.O. No. 119-TET(Poly)/2V-11/2013(Pt.III) dated 11.02.2020 & our Memo No. 976-VET dated 12.02.2020 (copies enclosed), the Head of the VTCs for whom Recurring Grant sanctioned & disbursed in F.Y. 2019-2020 & April, 2020 to June, 2020 in F.Y. 2020-2021 must submit Utilization Certificate of the said Recurring Grant in iOSMS Portal through online as per schedule given below:

Activity	Period
Submission of UC of Recurring Grant by Head of the VTCs	24.07.2020 to 10.08.2020
Requisition of Recurring Grant for the Quarter July, 2020 to September, 2020 by Head of the VTCs	24.08.2020 to 27.08.2020

No manual UC of Recurring Grant for the VTCs for which Grant sanctioned up to June, 2020 will be entertained. Head of the VTCs are requested not to send manual UC as stated which will be of no importance.

Very few VTCs have submitted UC of Recurring Grant up to March, 2020 which will be treated as cancelled. All of them are requested to enter in online as mentioned above.

No hard copy of UC & requisition printed from iOSMS to be sent any where.

Only manual UCs will be collected for Non recurring Grant only.

This is to intimate the Head of the VTCs that the **expenditure to be shown in online must be in conformity with the actual expenditure. No assuming figure to be entered. The VTC authorities will keep the documents & print out of approved UC in their safe custody for PAG Audit point of view as well as for demand of the higher authority.**

The flow diagram for online UC submission and subsequent requisition by Grantee VTCs is enclosed as Annexure - I.

For login in iOSMS Portal, the Head of the VTCs must use the same password as being used for monthly remuneration of VTC Teachers. After login, they must view Dashboard. Click Recurring Grant Management. For any problem, they may take help of user manual for Recurring Grant Management.

Again, this is reiterated that at present, there is no link between online remuneration requisition and Recurring Grant Management in iOSMS Portal.

This Directorate seeks cooperation from Head of the all Grantee Operational VTCs, and Regional Officers of this Directorate.

It is needless to mention that the lot of VTCs have not submitted correct Recurring long pending UC, they are now in risk zone as they can not enter into Recurring Grant Module now in iOSMS Portal. They are again requested to submit the correct manual UC of Recurring Fund immediately within 10.08.2020 without fail for the grant sanctioned and released in F.Y. 2018-2019 or earlier to prevent hampering VE&T Programme in those VTCs in near future.

Director of Vocational Education & Training,
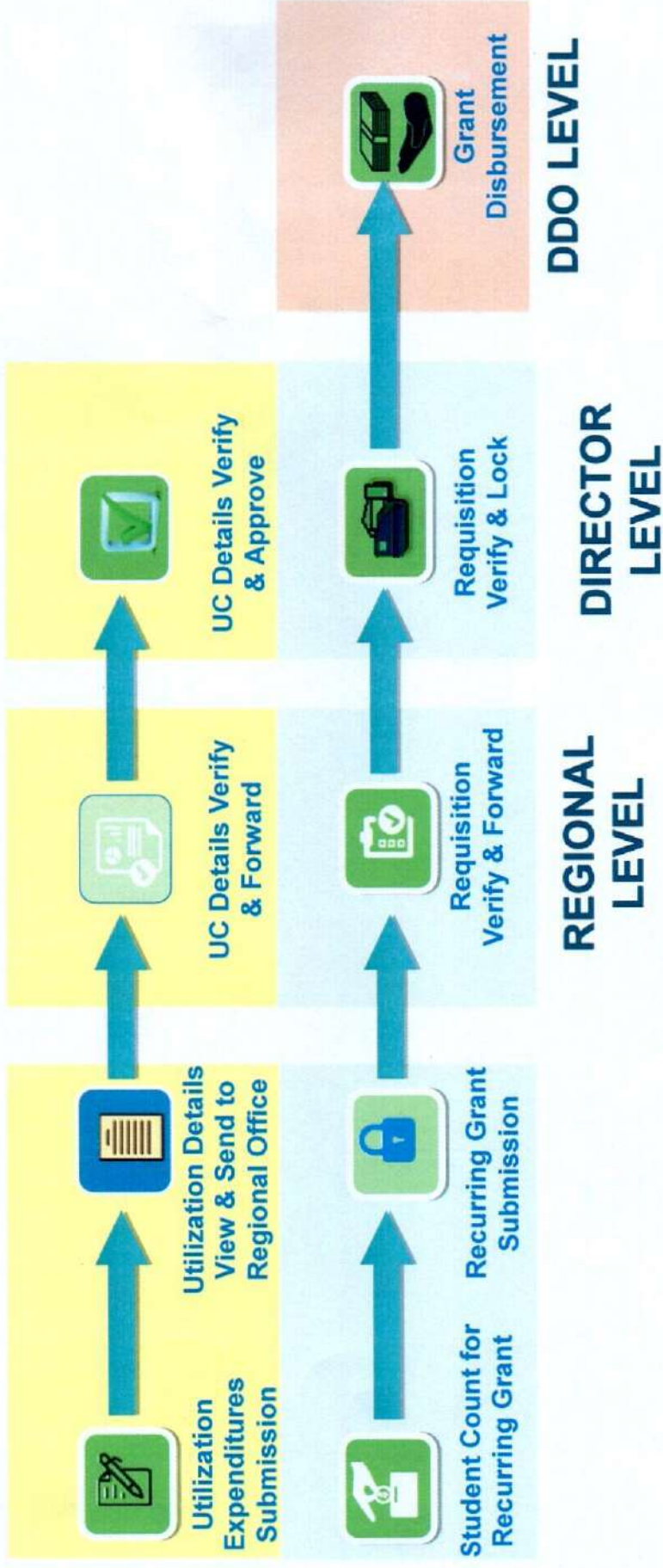West Bengal

Contd.

Copy forwarded for information and necessary action to :-

1   Principal Accountant General (A&E), Treasury Building, Kolkata- 700 001

2.   The Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata – 1

3.   Additional Secretary, TET&SD Department, Karigari Bhwan, Kolkata - 700160

4.   PS to Hon'ble MIC, TET&SD Dept.

5.   The District Officer **(06 Regional Offices) of DVET- requested to direct Head of the VTCs for taking necessary action as mentioned above.**

6.   Head of the Grantee VTCs - for strict compliance.

7.   Sr. PA to the Principal Secretary, TET&SD Dept.

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

FLOW DIAGRAM FOR UC SUBMISSION AND REQUISITION FOR RECURRING

GRANT THROUGH iOSMS PORTAL

Utilization Expenditures Submission

Utilization Details View & Send to Regional Office

UC Details Verify & Forward

UC Details Verify & Approve

Student Count for Recurring Grant

Recurring Grant Submission

Requisition Verify & Forward

Requisition Verify & Lock

Grant Disbursement

REGIONAL LEVEL

DIRECTOR LEVEL

DDO LEVEL

If the UC & Requisition are not in order, the same will be returned to next lower tier for correction and re submission

Govt. of West Bengal
Directorate of Vocational Education & Training
Karigari Bhawan

Memo. No. 976 -VET/2019-20   Dated , Kolkata, 12ᵗʰ February, 2020
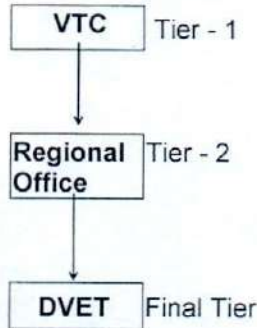
IMPORTANT NOTIFICATION FOR GRANTEE OPERATIONAL VTCs

Sub :   Implementation of recurring Grant module in iOSMS Portal with effect from April, 2020.

Pursuant to G.O. No. 119-TET(Poly)/2V-11/2013(Pt.III) dated 11.02.2020 (copy enclosed), the Administrative Department has accorded approval for implementation of recurring Grant module in iOSMS Portal with effect from April, 2020 and also discontinued manual submission of UC of Recurring Grant from Operational Grantee VTCs for the grant sanctioned/ to be sanctioned up to 31.03.2020 in this F.Y. 2019-2020 from April, 2020.

Only manual UCs will be collected for **Non recurring Grant** only from April, 2020 until further Notification.

In respect of the matter as mentioned in para-1, the Head of Grantee Operational VTCs are instructed not to submit UC of Recurring Grant sanctioned/to be sanctioned in F.Y. 2019-2020 from April, 2020 which would be disregarded and treated as solid waste. The same must be submitted online through iOSMS Portal as mentioned below :

```
  ┌─────────┐
  │   VTC   │  Tier - 1
  └─────────┘
       │
       ▼
  ┌──────────┐
  │ Regional │  Tier - 2
  │  Office  │
  └──────────┘
       │
       ▼
  ┌─────────┐
  │  DVET   │  Final Tier
  └─────────┘
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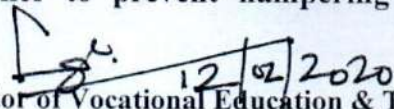
The flow diagram for online UC submission and subsequent requisition by Grantee VTCs is enclosed as Annexure - A.

The rolling out of the said module in iOSMS Portal for the VTCs will be made through concerned Regional Office of this Directorate shortly. The concerned District Officer of Regional Office will make necessary arrangement to train few VTCs Subdivision/Block wise of different Districts with live examples so that the said VTC Authorities can replicate the training to other VTCs of the same Subdivision/Block satisfactorily in consultation with concerned District Officer of Regional Office.

This Directorate seeks cooperation from Head of the all Grantee Operational VTCs, and VTC Teachers/Instructors in this regard.

Trial run of this module can be availed from 12ᵗʰ February, 2020 to 15ᵗʰ March, 2020 through concerned Regional Office.
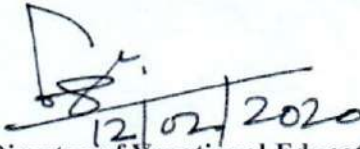
Apart from above, this is to mention that it is unfortunate to say that till date about 600+ Operational VTCs did not submit the correct Recurring UC of the grant sanctioned and released in F.Y. 2018-19 or earlier that was already notified to submit within 22.01.2020 vide Memo No. 850-VET dated 06.01.2020, but still the heads of 600+ VTCs are silent by which VE&T Programme may be hampered in those VTCs from the next F.Y. i.e. April, 2020 onwards. They are again requested to submit the correct UC of Recurring Fund immediately without fail for the grant sanctioned and released in F.Y. 2018-2019 or earlier to prevent hampering VE&T Programme from April, 2020 onwards.

12/02/2020

Director of Vocational Education & Training,
West Bengal

Contd.

Memo. No. 976/1(9) -VET/2019-20   Dated , Kolkata, 12th February, 2020

Copy forwarded for information and necessary action to :-

1. Principal Accountant General (A&E), Treasury Building, Kolkata- 700 001
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata – 1
3. Joint Secretary, TET&SD Department, Karigari Bhwan, Kolkata - 700160
4. Additional Director of Vocational Education & Training, DVET,WB
5. The Senior Administrative Officer (VE), WBSCT&VE&SD, Karigari Bhawan, Kol-160
6. The District Officer **(06 Regional Offices) of DVET- requested to direct Head of the VTCs for taking necessary action as mentioned above.**
7. Head of the Grantee VTCs - for strict compliance.
8. PS to Hon'ble MIC, TET&SD Dept.
9. Sr. PA to the Principal Secretary, TET&SD Dept.

12/02/2020

Director of Vocational Education & Training,

West Bengal

Government of West Bengal
Department of Technical Education, Training & Skill Development
Karigari Bhawan , Plot – B/7, Action Area – III, New Town, Rajarhat, Kolkata – 700 160

No. 119–TET (Poly)/2V-11/2013(Pt. III)   Dated, Kolkata, 11th February,2020

From : Sri S.K. Roychoudhury, WBCS(Exe)
        Joint Secretary to the
        Government of West Bengal

To   : **The Director of Vocational Education & Training, West Bengal**

Sub : **Approval for implementation of Recurring Grant Module developed by NIC for the Grantee VTCs from April,2020 onwards**

The undersigned is directed by the order of the Governor to say that the Governor is pleased to accord approval for implementation of Recurring Grant Module developed by NIC for the Grantee VTCs from April,2020 onwards.

The Governor is also pleased to discontinue manual system of submission of Utilisation Certificate by VTCs for Recurring Grant sanctioned and disbursed in Financial Year 2019-2020 , the same process would be followed through online in iOSMS Portal and system generated Utilisation Certificate will be obtained. At present, manual system of submission of Utilisation Certificate by VTCs will be followed only for Non-Recurring Grants.

He is requested to take necessary measures for the matter as stated above.

This order is issued with the approval of the Principal Secretary of this Department.

The Principal Accountant General (A&E), West Bengal & all other Concerned are being informed.

Sd/-
Joint Secretary

No. 119 /1(8)–TET (Poly)/2V-11/2013(Pt. III)   Dated, Kolkata, 11th February,2020

Copy forwarded for information and necessary action to the:

1. Principal Accountant General(A&E), West Bengal, Treasury Buildings,Kol-1
2. Principal Accountant General(Audit), West Bengal, Treasury Buildings,Kol-1
3. Chief Administrative Officer, WBSCT&VE&SD
4. Smt. Maitreyi Banerjee, Senior Technical Director and Additional SIO, NIC, Govt. of India , Nabanna , Howrah-711102
5. Financial Advisor, TET&SD Department, Karigari Bhawan, Kolkata- 700160
6. District Officers of 06 Regional Offices of DVET, West Bengal
7. NIC- for uploading in the iOSMS Portal- **for intimation of Grantee VTCs**
8. Sr. P.A. to Principal Secretary of this Department

11/2/2020
Joint Secretary