



**Govt. of West Bengal**

Directorate of Vocational Education & Training

**KarigariBhawan**

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

21-01-2025

**Notice for submission of PENDING Recurring Grant Utilization Certificate (U.C.) for the month of November,2024 & requisitions for the month of December,2024 and monthly remuneration requisition for the Teachers/Instructors of VTCs for the month of January,2025 through i-OSMS portal.**

In terms of the memo bearing no. I/590928/2024 dt. 30.12.24 for the above subject matter but compliance has not been achieved from some VTCs. The VTCs have not yet submitted Recurring Grant U.C. & subsequent recurring grant requisition and Teachers/instructors remuneration requisition through i-OSMS portal.

Heads of the Institutes (HoIs) of such VTCs are hereby once again requested to submit Recurring Grant U.C. & subsequent recurring grant requisition and Teachers/instructors remuneration requisition through i-OSMS portal is scheduled as shown the following table without fail otherwise Teachers/Instructors are being deprived to get the monthly remuneration.

Sl no.	Activity	Period
1.	Submission of Recurring Grant Utilization Certificate (U.C.) for the month of November,2024 of F.Y. 2024-25.	22/01/2025 to 27/01/2025
2.	Forward recurring grant Utilization Certificate (U.C.) to Regional Office by respective Nodal Polytechnic.	28/01/2025 up to 2 p.m.
3.	Forward recurring grant Utilization Certificate (U.C.) to DVET by respective Regional Office.	Up to 28/01/2025
4.	Submission of Recurring Grant REQUISITION for the month of December,2024 for the F.Y. 2024-25.	22/01/2025 to 27/01/2025
5.	Submission of Remuneration Requisition of Teachers/Instructors for the month of January,2025.	22/01/2025 to 27/01/2025
6.	Forward recurring grant requisition & Teachers/Instructors remuneration requisition to Regional Office by respective Nodal Polytechnic.	30/01/2025 Up to 2 p.m.
7.	Forward recurring grant requisition & Teachers/Instructors remuneration requisition to DVET by respective Regional Office.	Up to 30/01/2025

If any problem/query related to above issue arises, please visit/write a mail to the concerned District NODAL Office mentioning the problem.

If any problem regarding i-OSMS operation s/w /Technical please mail to **support.vociosms-wb@gov.in** (this is a no response mail) immediately and for others problem please mail to **wbdvet@gmail.com**

Co-operation from the concerned VTCs is earnestly solicited.

Director of Vocational Education and Training  
West Bengal

Copy Forwarded for information and necessary action to –

1. District Officer of 06 Regional Offices, under D.V.E&T., West Bengal
2. Nodal Officers of 20 Nodal Polytechnic under D.V.E.&T., West Bengal
3. HoI of VTCs.....**advised to download from Notice Board of i-OSMS Portal**
4. Grants & Report Management (GRM) Cell of DVET.
5. Assistant Director (A& A),D.V.E&T, W.B.
6. Establishment section.

Director of Vocational Education and Training  
West Bengal