



**Govt. of West Bengal**  
 Directorate of Vocational Education & Training  
**KarigariBhawan**  
 B-7, Action Area-III, New Town, Kolkata-700160

24.02.2025

**NOTICE**

**Submission of PENDING Recurring Grant Utilization Certificate (U.C.) for the month of December,2024, Recurring Grant requisitions for the month of January,2025 and monthly remuneration of VTCs Teachers/Instructors for the month of February,2025 through i-OSMS portal by the affiliated VTCs.**

In terms of the memo bearing no. I/514179/2024 dt.13/05/2024 for the above subject matter but compliance has not been achieved by some of the VTCs They 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 period of December,2024 of F.Y. 2023-24 through i-OSMS Portal .	24/02/2025 to 25/02/2025
2.	Forward online Utilization Certificate (U.C.) by respective Nodal Polytechnic to Regional Office	24/02/2025 to 25/02/2025.
3.	Forward online Utilization Certificate (U.C.) by Respective Regional Office to DVET	24/02/2025 to 25/02/2025
4.	Submission of Recurring Grant REQUISITION for the month of January,2025 for the F.Y. 2024-25 through i-OSMS Portal.	24/02/2025 to 25/02/2025
5.	Submission of online Remuneration Requisition of Teachers/Instructors for the month of February,2025 through i-OSMS Portal.	24/02/2025 to 25/02/2025
6.	Forward online both recurring grant requisition & Teachers/Instructors remuneration requisition by respective Nodal Polytechnic to Regional Office.	24/02/2025 to 25/02/2025 up to 2 p.m.
7.	Forward online both recurring grant requisition & Teachers/Instructors remuneration requisition by respective Regional Office to DVET	24/02/2025 to 25/02/2025

If any problem/query related to above issue, 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](mailto:support.vociosms-wb@gov.in) (this is a no response mail) immediately and for others problem please mail to [wbdvet@gmail.com](mailto: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.

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