

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF TRAINING AND TECHNICAL EDUCATION
MUNI MAYA RAM MARG, PITAMPURA, DELHI- 110034
(Establishment-IV) Ph-011-27322927

No.F.1(31)/2012/TTE/E-IV/ 6978-82

Dated: 10-9-14

CIRCULAR

Attention of all Head of Institutions/offices under DTTE is invited to this Department circular No. 6103-6107 dated 07.08.2014 regarding furnishing of up to date leave report, duly certified for the perusal of the Competent Authority. In this regard, it is stated that in spite of lapse of almost one month, the requisite information is still awaited from many of the Institutions/offices.

The Competent Authority has taken a serious view on the non compliance of the direction of the circular referred to above. Accordingly, it has been decided that leave application of the Head of Institutions/Principals shall not be considered in future, till the time they furnish their updated leave account.

This issues with the prior approval of the Competent Authority.

(Signature)

(A.K.GUPTA)

DEPUTY DIRECTOR (ADMN)

Dated: 10-9-14

No.F.1 (31)/2012/TTE/E-IV/ 6978-82

Copy to:

1. All Head of Institutes/Principals under DTTE.
2. All Branch-in-Charges/Officers, DTTE (HQ).
3. P.S to Pr. Secretary (TTE)/Director (TTE).
4. Assistant Programmer, DTTE (HQ) with the request to upload the circular on the Deptt's website.
5. Guard file.

(Signature)

(A.K.GUPTA)

DEPUTY DIRECTOR (ADMN)