

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF TRAINING AND TECHNICAL EDUCATION
MUNI MAYA RAM MARG, PITAMPURA, DELHI-110088.

No. F. 3(16)/2011/TTE/E-IV/ 3108-11

Dated: 24/08/11

CIRCULAR

Subject: - Regarding entry of higher qualification in the Service Book of the official.

It has been decided by the competent authority that henceforth Principals of Concerned ITIs and Institutes of Technology under DTTE shall make entry of higher qualification alongwith date of Provisional Degree/ Certificate in the Service Book of the official at their own level subject to the following conditions:-

- 1) The official has already been granted prior permission for higher qualification by the competent authority (i.e. Head of Department, DTTE).
- 2) The official was already pursuing the higher qualification at the time of his/her appointment and intimation to this effect had been conveyed before (such as in the application form submitted to the recruitment agency) or after the appointment to the Principal concerned in writing.

However, mere entry of higher qualification without the approval of Competent Authority in the Service Book of the official shall not entitle him/her for any consequential benefits.



(A.N. GAUR)
DY. DIRECTOR (ADMN.)

To,
All the Principal ITIs and Institute of Technology under DTTE.

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Copy for information and necessary action to :-

1. P.S. to Secretary (TTE)/Director (TTE)
2. P.A. to Joint Director (TTE).
3. System Analyst, DTTE (HQ) for uploading the same on the website of DTTE.