



NOTIFICATION.

No. TEVTA/GM(Ops-I)/26-1/ 302

Summer Vacation in TEVTA Institutions during the current academic

year 2018-19 will be observed as per below given schedule:-

Sr. No	Institute	Trade/ Course Name	Vacation Schedule
1.	All GCT's / GSPCT / GSTC's / GVTIs (Women)	DAE / DDM / DVTT / DVTD & One year programme.	06.06.2019 to 13.08.2019
2.	All GTTIs	G-II & G-III (Morning & Evening).	06.06.2019 to 27.07.2019
3.	GTTC's	One year programme (Morning & Evening)	06.06.2019 to 27.07.2019
4.	ATC's	G-II & G- III Level	16.06.2019 to 15.07.2019

Note:-

- I. Administrative and supporting staff will not avail summer vacation & will get credit of leave as admissible under the rules.
- II. All the Principals are advised to ensure physical verification of Main Store / Petty Stores / Labs / Workshops / Library, etc. and maintenance of Equipment / Furniture & Fixture etc. till 22.06.2019 by engaging the institute staff. The teachers will avail the summer vacation w.e.f.22.06.2019 except those who are not engaged in examination duty or retained by the Principals for any official assignment.
- III. Staff retained during the summer vacation will avail relief as admissible under provision of Rule-4 of the Punjab Leave Rules 1981.
- IV. All Principals will issue formal orders for retention of staff during the summer vacation depicting the assignment of each individual and endorse the copy of the orders to the Accountant General Punjab Lahore / District Accounts Officer concerned for the credit of their Earned Leave as admissible under the rules.
- V. All Institutes offering short courses will remain open during summer vacation to conduct classes as per admission schedule.
- VI. Teachers nominated for training by the Training Section shall attend designated training course(s).
- VII. Teachers whenever deputed for conduct of inspection (s) of private institutions / Non TEVTA TVET Institutions regarding registration by AA&R Wing, TEVTA during summer vacations will have to perform the duty.
- VIII. **TEVTA Institutions in Murree, Kotli Sattian & Fort Minro will not observe summer vacation. However, these institutions will observe winter vacation as per schedule to be issued later on.**

Endst: No. Even,

Dated: June 03, 2019.

Chairperson
TEVTA

A copy is forwarded for information and necessary action to:-

1. The Accountant General, Punjab, Lahore.
2. The Principal Secretary to the Chief Minister Punjab for kind perusal & information.
3. The Secretary to Government of the Punjab, Industries, Commerce, Investment & Skill Development Department Lahore for kind perusal & information.
4. All General Managers, TEVTA Secretariat, Lahore.
5. All Deputy General Managers, TEVTA Secretariat, Lahore.
6. All Zonal Managers TEVTA in the Punjab.
7. All Managers/Directors, TEVTA Secretariat, Lahore.
8. All District Managers TEVTA in the Punjab.
9. All District Accounts Officers in Punjab.
10. All Principals of Institutions/Colleges working under TEVTA Punjab.
11. Special Assistant to Chairperson, TEVTA Secretariat, Lahore.
12. PSO to COO, TEVTA Secretariat, Lahore.
13. PA to GM (Ops-I & II), TEVTA Secretariat, Lahore.
14. Master File.

Manager (Technical) Operations-I Wing

Sr. Mg (Ops-I)
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