



Government of the Punjab
Technical Education & Vocational Training Authority
Operations Department
96-H Gulberg-II, Lahore

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NOTIFICATION:

No. TEVTA/GM (O-II)/26-1/377

Summer Vacation in TEVTA Institutions during the

Academic year, 2014 will be observed as per given below schedule:-

Sr. No.	Institute	Trade	Vacation Schedule
1.	All GCTs / GSTC's	DAE / DDM	02.06.2014 to 13.08.2014
2	GVTIs (Women)	DVTT/ DVTD Matric Vocational and one year semester based program.	02.06.2014 to 13.08.2014
3.	All GTTI's & GTTC's	G-II & G-III (Morning & Evening)	02.06.2014 to 27.07.2014
4.	ATC's	G-II & G- III Level	16.06.2014 to 15.07.2014

Note:-

- Administrative and supporting staff will not avail summer vacation & will get credit of leave as admissible under the rules.
- All the Principals are advised to ensure physical verification of Main Store / Petty Stores / Labs / Workshops / library, etc and maintenance of Machinery / Equipment / Furniture & Fixture, etc. till 22.06.2014 by engaging the institute staff. The teachers will avail the summer vacation w.e.f 22.06.2014 except those who are engaged in examination duty or retained by the Principals for any official assignment.
- Staff retained during the summer vacation will avail relief as admissible under the provision of Rule-4 of the Punjab Leave Rules 1981.
- 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 Officers concerned for the credit of their Earned Leave as admissible under the rules.
- All Institutes offering short courses will remain open during summer vacation to conduct classes as per admission schedule.
- Teachers nominated for training by the Training Section shall attend designated training course(s).
- 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.**

Dated: May 19, 2014.

CHAIRPERSON TEVTA

Endst: No. Even,

Dated: May 22, 2014.

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, Department Lahore for kind perusal & Information.
- 4) All the General Managers, TEVTA Secretariat, Lahore.
- 5) All the Managers, TEVTA Secretariat, Lahore.
- 6) All the Zonal Managers TEVTA Punjab.
- 7) All the District Managers TEVTA in the Punjab
- 8) All the District Accounts Officers in Punjab.
- 9) All the Principals of institutes working under TEVTA Punjab.
- 10) Special Assistant to Chairperson, TEVTA Secretariat, Lahore.
- 11) PS to COO, TEVTA Secretariat, Lahore.
- 12) PA to GM (Ops), TEVTA Secretariat, Lahore.
- 13) Master File.

Deputy Manager (Ops-II)