DTETVM/586/2025-L1 (PLA) 1/243777/2025

DIRECTORATE OF TECHNICAL EDUCATION THIRUVANANTHAPURAM

No. L1/586/2025/DTE

Dated: 23-02-2025

CIRCULAR

Sub: - Education - Technical - Planning Section - Time table and work load of lab / workshop staff in Engineering Colleges - Called for - Reg

Ref:- Minutes of the Work load Assessment Committee held on 29.01.2025.

The Principals of all Government Engineering Colleges are requested to furnish the time table of the technical staff of each department along with the copy of the department master time table for the latest completed odd and even semesters both duly signed by the respective Head of Department and counter signed by the Principals. The details of work load of the lab / workshop staff has also to be prepared in the proforma enclosed and forwarded to this office with in one week from the date of this circular.

SHALIJ P R DIRECTOR

To,

- 1. The Principals of all Government Engineering Colleges (through the website www.dtekerala.gov.in)
- 2.CA to Director of Technical Education
- 3. CA to Senior Joint Director (ECS)
- 4. Stock File / Office Copy

Signed by Shalij P R

Date: 23-02-2025 22:13:50

Format for work load of Technical staff:

S1. No	Name of Staff	Mon FN	Mon AN	Tue FN	Tue AN	Wed FN	Wed AN	Thu FN	Thu AN	Fri FN	Fri AN	Total hrs
		W/S S1 (EE)	Mainte- nance	W/S S1 (ME)	Mainte- nance	W/S S1 (ME)	Mainte- nance	W/S S1 (CE)	Mainte- nance	W/S S1 (EE)	W/S S1 (CE)	30
1	Sri, I Grade Instructor											
2	Sri, II Grade Instructor											
3	Sri, Trade Instructor/ Tradesman											
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