

TO BE SUBSTITUTED EVEN NO. & DATED



GOVERNMENT OF THE PUNJAB
TECHNICAL EDUCATION & VOCATIONAL TRAINING AUTHORITY
96-H GULBERG II, LAHORE.
PABX: 99263055-59, Fax: 99263054
Web site: www.tevta.gop.pk



No. TEVTA/Bud/928

Dated: the Lahore, 25th July, 2011

NOTIFICATION

Subject: BAN ON CREATION OF NEW NON-TEACHING POSTS (SUPPORT STAFF)

No. TEVTA/Bud/928 Technical Education and Vocational Training Authority is pleased to impose ban on creation of new non-teaching posts with immediate effect in existing as well as new institutions under development schemes.

The rationalization of staff at all institutes would be ensured as per following yard stick/benchmark.

Sr. No.	Benchmark	GCTs	GTTIs	GVTIs	GTTCs	GIC/ GCCs
1	Student Teacher Ratio (STR)	17:1	17:1	17:1	17:1	23:1
2	Group Strength-Theory Group Strength-Practical	50 25	25 25	25 25	25 25	50 25
3	Teaching Work Load- Average Periods Per Week Per Teacher	20	25	25	25	20
4	Teaching Strength	Capacity / STR	Capacity / STR	Capacity / STR	Capacity / STR	Capacity / STR
5	Lab Technician /Demonstrator	One for Each Lab	One for Each Lab	--	--	One for Each Lab
6	Support Staff for Management, Students Affairs, Accounts, Inventory and Library Affairs	20	9	4	4	10
7	Contingent Paid / Daily Wage Staff for Janitorial, Gardening and Other Logistic Services based on location + area of institution	10	4	2	2	2
8	Services for outsourcing- non-Salary Operating Expenses for Security / Plumbing etc. based on area + location of institution	7	1	1	1	1

The support staff requirements (PS-1 to PS-15) in new institutions would be fulfilled from surplus staff of existing institutions and would be provided as per above benchmark/notified posts of 15-ADP Schemes.

(FAKHAR CHEEMA)
GENERAL MANAGER (FINANCE)/COO
TEVTA

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A copy is forwarded for information and necessary action to:

1. All General Managers, TEVTA Secretariat Lahore.
2. The General Manager (Service Centres), TEVTA Lahore with the request to circulate the same to the institutions/Service Centers under his administrative control.
3. All Zonal Managers TEVTA in Punjab.
4. All Managers, TEVTA Secretariat Lahore.
5. All District Managers TEVTA in Punjab with directions to circulate the same to the institutions working under their administrative control.
6. The Manager (MIS), with the directions to place the same on TEVTA web site.
7. The Deputy Manager (Budget, Accounts, Admin), TEVTA Secretariat Lahore.
8. All Assistant Managers (Finance), TEVTA in Punjab.
9. PSO to Chairperson TEVTA.
10. PS to Chief Operating Officer, TEVTA.


(MIRZA UMAR FAROOQ)
DGM (FINANCE)
TEVTA