



NOTIFICATION:

No. TEVTA/GM (0-II)/26-1/ 341

Summer Vacation in TEVTA Institutions during the current academic

year 2017-18 will be observed as per below given schedule:-

Sr. No	Institute	Trade/ Course Name	Vacation Schedule
1.	All GCT's / GSTC's	DAE / DDM	06.06.2018 to 13.08.2018
2.	GVTIs (Women)	DVTT & DVTD One year semester based program.	06.06.2018 to 13.08.2018
3.	All GTTIs	G-II & G-III (Morning & Evening).	06.06.2018 to 28.07.2018
4.	GTTC's	One year semester based program / courses (Morning & evening)	06.06.2018 to 28.07.2018
5.	ATC's	G-II & G- III Level	16.06.2018 to 15.07.2018

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 Equipment / Furniture / Furniture & Fixture etc. till 22.06.2018 by engaging the institute staff. The teaching staff who is not engaged in any official duty may proceed for summer vacation.
- Staff retained during the summer vacation will avail relief as admissible under 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 Officer 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).
- 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.
- 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: May 30, 2018

Chairperson
TEVTA

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

- The Accountant General, Punjab, Lahore.
- The Principal Secretary to the Chief Minister Punjab for kind perusal & information.
- The Secretary to Government of the Punjab, Industries, Department Lahore for kind perusal & information.
- All the General Managers, TEVTA Secretariat, Lahore.
- All the Managers, TEVTA Secretariat, Lahore.
- All the Zonal Manager Managers TEVTA Punjab.
- All the District Managers TEVTA in the Punjab.
- All the District Accounts Officers in Punjab.
- All the Principals of institutes working under TEVTA Punjab.
- Special Assistant to Chairperson, TEVTA Secretariat, Lahore.
- PSO to COO, TEVTA Secretariat, Lahore.
- PA to GM (Ops-I & II), TEVTA Secretariat, Lahore.
- Master File.

Manager (Technical) 29/5/18