## Education Directorate Department of Higher Education, Science & Technology and Bio-technology Government of West Bengal Bikash Bhawan, Salt Lake, Kolkata-700091

Memo. ED-2049/2017

200

Date. 14-12-2017

From Director of Public Instruction, West Bengal,
Dept. of Higher Education, Govt. of West Bengal, Bikash Bhawan, Kol-91

To All the Principals/Officers-in-charge/Teachers-in-charge/Presidents of the G.B./
Administrators of all Govt./ Govt.-aided/ sponsored colleges in the state

It is hereby requested to submit the particulars of the approved Part-Time Teachers (PTTs), Contractual Whole-Time Teachers (CWTTs) & Superannuated Teachers (STs) in the filled-in format (annexed) to enable speedy and smooth release of the remuneration of the concerned teachers for the financial year 2018-19 onwards. The format is to be submitted to the Education Directorate within 05.01.2018 positively in both hard and soft copies so that the claims for the next quarter(s) may be processed smoothly. The Governing Body resolution for the slab change (if any) is also to be submitted along with next claims positively.

Duly attested photocopies of 1<sup>st</sup> Approval Order(s) & Renewal Order(s) for 2017-18 (FY) of PTTs, CWTTs & STs are to be enclosed with the format.

Concerned Principal/ Officer-in-charge/ Teacher-in Charge is to certify that the annexed PTTs & CWTTs are Govt. approved serving PTTs, CWTTs & STs for the academic session 2017-2018.

This may be treated as urgent.

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Director of Public Instruction, Government of West Bengal.

Ashumi Selilia

## RENEWAL OF ENGAGEMENT OF GOVT. APPROVED PART-TIME TEACHERS

2018-19 (F.Y.)

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1	proved PTT(s) who are serving
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	No. Subject (s) Name of approved Firs Birth engage	Date of in	Vame of the College :	
			rt./ Govt. Trg/ PPS/NGC/DREO/TI	
		Date of	(G):I	-
	engagement	Date of initial	Principal's/OC	
		1 <sup>st</sup> Approval G.O.	's/TIC's mobile No	Coll
	W.E.I. 01.42010	Proposed monthly remuneration	J.S	ege Phone No.s : .
	of service w.e.f. (II any)		Mobile No. of any senior teacher:	Phone No.s: Treasury
		(if any), w.e.f**	senior teacher:	ury
		Remarks		

Signature of Account/ Bursar with stamp

> Signature of Principal/OC/TIC with stamp

Memo No:

Date:

Date:

The Principal/Secretary/OC/TIC of instruction to communicate the copy of the same to each of the approved PTTs

Copy forwarded for information and necessary action to:

above mentioned college with the

Joint DPI (GOVT./NGC/PPS/TRG/DREO)

Sis

PA to the Secretary, HE Deptt.

For Director of Public Instruction West Bengal

For Office Use Only ......

May be approved

Verified

Approved

CWTT/PTT Cell JDPI, WB

DPI,WB

Note: 1) To be submitted - both hard copy & digital (CD) exclusively in Excel (MS Office 2007), A4 (Landscape), Times New Roman (10).

CWTT/PTT Cell

2) To be submitted – G.B. resolution/s (if any)\*\*.

## RENEWAL OF ENGAGEMENT OF GOVT. APPROVED CONTRACTUAL WHOLE TIME TEACHERS

	DPI,WB		JDPI, WB	CWTT/PTT Cell	Instruction	G/DREO)  For Director of Public Instruction  West Rengal	Joint DPI (GOVT/NGC/PPS/TRG/DREO) PA to the Secretary, HE Deptt.		3.2
	Approved		May be approved	Verified	ne oved PTTs	y forwarded for information and necessary action to:  The Principal/Secretary/OC/TIC of above mentioned college with the principal/Secretary/OC/TIC of the same to each of the approved PTTs	Copy forwarded for information and necessary action to:  1. The Principal/Secretary/OC/TIC of above mentioned to each the copy of the same the copy of	py forwarde The Princ	- Ca
	•	· —	se Only	For Office Use	e:-	Date:		Memo No:	Z
al/OC/TIC p	Signature of Principal/OC/TIC with stamp	Signatu			count/ Bursar np	Signature of Account/ Bursar with stamp		Date :	Da
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	(if any), w.e.f**	w.e.f. 01.4.2018	with date	Date of initial engagement	Date of Birth	Name of approved CWTTs	Subject (s)	SI	
Remarks	Resignation	Proposed		's mobile No.s	Principal's/OC's/TIC's mobile No.S	1	Type the college (Govt./ Govt. Trg/ PPS/NGC/DREO/TRG):	the college	Type
	le No. of any senior teacher			College Phone No.s:	ct::	District:	lege :	Name of the College :	Name
			Total Number of Govt. approved CWTT(s) who are serving	CWTT(s) who are	Govt. approved	Total Number of	RENE		

Note: 1) To be submitted – both hard copy & digital (CD) exclusively in Excel (MS Office 2007), A4 (Landscape), Times New Roman (10).

2) To be submitted – G.B. resolution/s (if any)\*\*.

West Bengal

## RENEWAL OF ENGAGEMENT OF GOVT. APPROVED SUPERANNUATED TEACHERS

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	1 Teacher
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	(s) toəldu2	Name of the College :  Type the college (Govt./ Govt. Trg/ PPS/NGC/DREO/TRG):
	Sanctioned Post	t. Trg/
	Existing full-time teacher(s)	PPS/NG
	Existing PTT (s)	C/DREO
-	Existing CWTT (s)	TRG):
	Vame of approved Teacher	Dist
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	* Age * Age * Age * Age * Age of Birth	Colleg
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Signature of Principal/OC/TIC with stamp

Signature of Account/ Bursar with stamp

Copy forwarded for information and necessary action to:
1. The Principal/Secretary/OC/TIC of above mentions.

The Principal/Secretary/OC/TIC of above mentioned college with the

instruction to communicate the copy of the same to each of the approved PTTs

Memo No:

Date:

Date:

For Office Use Only ......

Verified

May be approved

Approved

Joint DPI (GOVT/NGC/PPS/TRG/DREO) PA to the Secretary, HE Deptt.

: N

For Director of Public Instruction West Bengal

CWTT/PTT Cell

CWTT/PTT Cell JDPI, WB

DPI,WB

Note: 1) To be submitted - both hard copy & digital (CD) exclusively in Excel (MS Office 2007), A4 (Landscape), Times New Roman (10).

2) To be submitted – G.B. resolution/s (if any)\*\*.

3) To be submitted in reference to G.O. No. 819-Edn(CS) dt. 25.7.2017 \*