

STATE COUNCIL FOR TECHNICAL EDUCATION AND VOCATIONAL TRAINING, ODISHA  
UNIT-VIII, NEAR RAJ BHAWAN, BHUBANESWAR-751 012

No. 2849 / Dtd. 31/5/17

From

Sri Balwant Singh, IAS  
Vice Chairman.

To

The Principals,  
All Engineering Schools / Polytechnics.  
(both Govt. & Private)

**Sub: - Orientation Programme for Diploma Institutions.**

Sir,

In inviting a reference to the subject cited above, I am to say that it has been observed that Diploma institutions are repeatedly committing lot of mistakes relating to exam related activities like form fill-up, IA, Practical & Sessional mark entry, attendance entry etc. Further institutes are not paying exam fees timely as well as not sponsoring faculties for evaluation work. In addition, Council is in the process of implementing certain new e-initiatives for the welfare of the students like DigiLocker system, Online Services under ORTPS Act, Bio-Metric Attendance system, implementation of e-Office, etc. which the Diploma institutes are not fully aware of. Hence an Orientation programme relating to the above activities will be conducted for all Diploma institutions on 10.06.2017 (2<sup>nd</sup> Saturday) at 10 AM in the Conference hall of College of Engineering & Technology (CET), Ghatikia, Bhubaneswar. Principals of all Diploma institutions along with their exam-in-charge must attend the orientation programme on the scheduled date & time without fail.

Yours faithfully



Vice Chairman