

Education Directorate,
Higher Education Department,
Bikash Bhawan, Salt Lake,
Kolkata-91.

Memo. ED - 673/2015

Date 29.12.2015


From Director of Public Instruction,
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

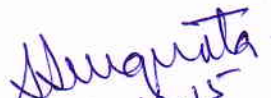
The undersigned has been hereby directed to request for submitting the particulars of the approved PTTs & CWTTs in the filled-in format (annexed) to enable speedy and smooth release of the remuneration of the concerned teachers for the financial year 2016-17 onwards. The format is to be submitted to the Directorate within 22.01.2016 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 1st approval order & renewal order for 2015-16 (FY) of both PTTs & CWTTs are to be enclosed with the format.

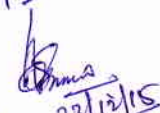
Concerned Principal/ Officer-in-charge/ Teacher-in Charge is to certify that the annexed PTTs & CWTTs are Govt. approved serving PTTs & CWTTs for the academic session 2016-2017. This may be treated as urgent.

 29.12.15

Director of Public Instruction, W.B.


23.12.15


23/12/15


23/12/15

RENEWAL OF ENGAGEMENT OF GOVT. APPROVED PART-TIME TEACHERS

2016-17 (F.Y.)

Total Number of Govt. approved PTT(s) who are serving

Name of the College : District: College Phone No.s : Treasury

Type the college (Govt./ Govt. Trg/ PPS/NGC/DREO/TRG): Principal's/OC's/TIC's mobile No.s..... Mobile No. of any senior teacher:

SI No.	Subject (s)	Name of approved PTTs	Date of Birth	Date of initial engagement	1 st Approval G.O. with date	Proposed remuneration w.e.f. 01.4.2016	Amount of remuneration per month w.e.f. 01.10.2016 vide G.O. No 1139-Edn.(CS)/4A-01/2014 dt. 10.12.15	Resignation (if any), w.e.f.**	Remarks

Date : _____ Signature of Account/ Bursar with stamp

Date : _____ Signature of Principal/OC/TIC with stamp

Memo No : _____ **Date :** _____

- Copy forwarded for information and necessary action to :*
1. 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
 2. Addl. DPl (P & S)
 3. Joint DPl (GOVT./NGC/PPS/TRG/DREO)
 4. PA to the Secretary, HE Deptt.

For Director of Public Instruction
West Bengal

For Office Use Only

Verified May be approved Approved

CWTT/PTT Cell OSD CWTT/PTT Cell DPl, WB

Note : 1) To be submitted within 22.01.2016- 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)**.

RENEWAL OF ENGAGEMENT OF GOVT. APPROVED CONTRACTUAL WHOLE TIME TEACHERS

2016-17 (F.Y.)

Total Number of Govt. approved CWTT(s) who are serving

Name of the College : District: College Phone No.s : Treasury

Type the college (Govt./ Govt. Trg/ PPS/NGC/DREO/TRG): Principal's/OC's/TIC's mobile No.s..... Mobile No. of any senior teacher:

Sl No.	Subject (s)	Name of approved CWTTs	Date of Birth	Date of initial engagement	1 st Approval G.O. with date	Proposed remuneration w.e.f. 01.4.2016	Amount of remunerate on per month w.e.f. 01.01.17 vide G.O. No 1139-Edn.(CS)/4A-01/2014 dt. 10.12.15	Resignation (if any), w.e.f.**	Remarks

Date : _____ Signature of Account/ Bursar with stamp

Signature of Principal/OC/TIC with stamp

Memo No : _____ **Date :** _____
Copy forwarded for information and necessary action to :
 1. 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
 2. Addl. DPI (P & S)
 3. Joint DPI (GOVT./NGC/PPS/TRG/DREO)
 4. PA to the Secretary, HE Deptt.
 For Director of Public Instruction
 West Bengal

For Office Use Only		
Verified	May be approved	Approved
CWTT/PTT Cell	OSD CWTT/PTT Cell	DPI, WB

Note : 1) To be submitted within 22.01.2016- 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)**.

RENEWAL OF ENGAGEMENT OF GOVT. APPROVED SUPERANNUATED WHOLE-TIME TEACHERS

Total Number of Govt. approved serving as Superannuated Whole-Time Teacher (s).....

Name of the College : District: College Phone No.s : Treasury

Type the college (Govt./ Govt. Trg/ PPS/NGC/DREO/TRG): Principal's/OC's/TTC's mobile No.s Mobile No. of any senior teacher:

SI No.	Subject (s)	Sanctioned Post	Existing full-time teacher(s)	Existing PTT (s)	Existing CWT (s)	Name of approved Superannuated Whole-Time Teacher	Date of superannuation from the service	Date of Birth	Date of initial engagement	1 st Approval G.O. with date	Existing Remuneration	Period of Renewal	Resignation (if any), w.e.f.*	Remarks

Date : _____ Signature of Account/ Bursar with stamp

Date : _____ Signature of Principal/OC/TTC with stamp

Memo No : _____ **Date :** _____

Copy forwarded for information and necessary action to :

5. The Principal/Secretary/OC/TTC of above mentioned college with the instruction to communicate the copy of the same to each of the approved PTTs
6. Addl. DPI (P & S)
7. Joint DPI (GOVT./NGC/PPS/TRG/DREO)
8. PA to the Secretary, HE Deptt.

For Director of Public Instruction
West Bengal

For Office Use Only

Verified	May be approved	Approved
CWTT/PTT Cell	OSD CWTT/PTT Cell	DPI, WB

Note : 1) To be submitted within 22.01.2016- 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)**.