



DIRECTORATE OF TECHNICAL EDUCATION, THIRUVANANTHAPURAM

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PROCEEDINGS

Education- Technical - Directorate of Technical Education- Training programme on E-office for staffs under this department scheduled from 12.02.2024 to 16.02.2024 - Officers deputed- - orders issued.

PLANNING SECTION

No : L5/48968/23/DTE

Thiruvananthapuram, Dated: 08.02.2024

Read:- 1.Submission of the System analyst, DTE dated 08.02.2024

ORDER

As part of E-office implementation an offline training programme on E-office is planned to be conducted from 12.02.2024 to 16.02.2024 for staffs under this department as per annexure cited below. This training programme is compulsory and staff members should attend the programme promptly. The deputed officers should report for the training programme as designated in the schedule below at 9.00 am on the respective dates and time allotted to them. The venue shall be arranged by the concerned head of institutions for the smooth conduct of the programme.

Sd/-

Dr. Rajasree M.S
Director of Technical Education (in-charge)

Copy

- to
1. Head of Institutions (through Department Website)
 2. System Analyst, DTE
 3. The party concerned

Forwarded / By Order

Approval Valid

Digitally Approved By

Dr. Rajasree M.S

Date: 08.02.2024

Reason: Approved

Senior Superintendent

Sl. No	Date	Institution to be attended	Venue	Resource Person
1.	12.02.2024	RIT Kottayam and GEC Thrissur	Respective Engineering Colleges	Trained staffs from respective institutions
2.	13.02.2024	GEC Kozhikode and GEC Palakkad	Respective Engineering Colleges	Trained staffs from respective institutions
3.	14.02.2024	GEC Kannur	GEC Kannur	Trained staffs from respective institutions
4.	14.02.2024	SDC, SITTR and RDTE Kothamangalam	GPTC Kalamassery	Sri. Premkumar C P, GEC Thrissur Sri. Gokul Krishna, GEC Thrissur
5.	15.02.2024	GEC Wayanad and GEC Idukki	Respective Engineering College	Trained staffs from respective institutions
6.	16.02.2024	RDTE Kozhikode	GEC Kozhikode	Sri. Abid Tharavattath, System Analyst, GEC Kozhikode Sri. Dilesh Kanholi, Clerk, GEC Kozhikode