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Government of Jammu and Kashmir
Directorate of Technical Education, J&K,

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Subject: Punctuality Week in the Government ITIs/Polytechnics.
Circular

It is impressed upon all the Heads of Institutions of Polytechnics and ITIs to observe punctuality week between 1st April to 6th of April, 2019 by both students and staff and the following activities may be performed during the week:

- i. Monitoring of Punctuality.
- ii. Surprise checking of staff and students during the period.
- iii. Best punctuality award to the top five students who perform well.
- iv. Workshop/symposia/debate on punctuality.

As such, it is enjoined upon all the HOIs of Polytechnics and ITIs to follow the Circular instructions in letter and spirit and submit the compliance report to this Directorate.

(Dr. Ravi Shankar Sharma)KAS
Director
Technical Education

No: DTE/101/Gen-123/ 6089-6150
Copy to the

Dated: 25.03.2019

1. Principal Secretary to Government, Technical Education Department for information.
2. Joint Director, Polytechnics, Direction office for information.
3. Joint Director, Technical Education Jammu/Srinagar for information and necessary action.
4. Principal/Superintendent, Government Polytechnic /ITI _____ for information and necessary action.
5. Circular file/Website/Notice Board.