

**GOVERNMENT OF TELANGANA
DEPARTMENT OF TECHNICAL EDUCATION**

**OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
TELANGANA STATE :: HYDERABAD**

Memo.No.K3/5482/2017

Dated:22 .12.2017

Sub: Technical Education –Review meeting held at Commissionerate of Technical Education, T.S., Hyderabad on Tech Fest- SRUJANA Programme on 20.12.2017 –Minutes of the meeting-Communicated – Reg.

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While communicating the enclosed copy of Minutes of the meeting held on 20.12.2017 at the O/o Commissioner of Technical Education, T.S., Hyderabad on action plan and related issues pertaining to District Level competition of Tech-Fest SRUJANA Programme.

In this context, all the Principals of GPT's , DRC Principals, District Level Co-Ordinators, and Institutional Co-Ordinators shall work together and cooperate for smooth conducting of the Programme and also the safety of students as it is an important programme of Technical Education Department.

Encl: As above

Sd/- A. VANI PRASAD
COMMISSIONER

To

The Principals of Govt. Polytechnics in the State (concerned).
The District and State Level Co-ordinators concerned
Copy to the Secretary, SBTET, Telangana, Hyderabad
Copy to the RJD(TE), Hyderabad for necessary action.
Copy to all the officers in the Commissionerate
Copy to stock file/Spare.

//F.B.O//

K. Jyothi
SUPERINTENDENT
23/12/17

Minutes of the review meeting held on "Tech Fest –SRUJANA Programme" on 20-12-2017 at 3.00pm in the Prof.Jayashankar Conference Hall, O/o CTE Hyderabad.

A meeting was held on 20-12-2007 at 3.00 PM at the Prof.Jayashankar Conference Hall, O/o CTE Hyderabad for preparing an Action Plan and Related issues pertaining to District Level Competition of Tech- fest- SRUJANA Programme. The Principals of Hyderabad and Ranga Reddy Districts and Senior officers attended the Programme.

The following are resolved after detailed deliberations:

Guidelines to principals of GPTs located in Hyderabad and R.R Dts

1. The Inaugural function for the District Level competitions is proposed to be held on 28-12-2017 at 10.30 AM in JNAFA auditorium, for which all the students who are recommended for the best two topics per branch per institution (preferably a few working models and Soft copy in the form of PPT) shall attend along with the Institutional Coordinators, District Level Coordinators, and DRC Principals.

Guidelines to All Principals of GPTs:

2. The DRC principals are authorised to conduct the District Level competition programme at the venue to be decided by him within the District. He is also authorised to invite the subject experts pertaining to circuit group @ two subject experts for each circuit group of Technical Education Dept. having minimum service of 10years and are from other Districts. Two external subject experts can be from industry or University having at least 5 years experience/service and having innovative and creative ideas.
3. The Principals of the Polytechnics concerned shall take care of transport of students from Polytechnic to Venue identified by DRC Principal for district level Competition and ensure for their safe return to Polytechnic after the conclusion of the programme.
4. The Principals shall see that the soft copy and hard copy of the Best two topics participated in District Level Competition shall be submitted to DRC Principal in advance.
5. The DRC Principal shall give a participation certificate at the conclusion of District Level Competition stating that he has given presentation at the SRUJANA programme "-----" on "-----".

6. The students on the day of competition shall bring the models whether static or working to the venue for demo purpose. All the Participants shall give the presentation in the form of PPT as the communication skill itself will have marks. The expenditure that can be incurred for conveyance is already permitted in the minutes of meeting held on 13/12/2017.
7. The students shall attend District Level Competition with uniform and ID card of respective Institution. The topic guide shall see that all students participate in presentation.
8. If the total number of students are more than 8 per Topic , that topic shall not be allowed at District Level Competition.
9. This is an important programme of Technical Education Dept. and is in the interest of Technical Education students Community. Hence, all the Principals of GPTs, DRC Principals, District Level coordinators and Institutional coordinators shall work together and cooperate for smooth conduct and safety of students and there shall be transparency in selecting the Best topics at District Level and State Level.

The above guidelines shall be strictly followed.

Sd/- A. VANI PRASAD
COMMISSIONER


For COMMISSIONER 23/12
23/12/17