

7.	<p>HIGHER & TECHNICAL EDUCATION SECTION.</p> <p><u>EXISTING STRENGTH</u></p> <p>1. AS - 01 1. OS - 01 2. HC - 02 3. HGC - 02 4. LGC - 03 5. Daftry - 01</p>	<ol style="list-style-type: none"> 1. JNRM, Port Blair. 2. MGG College, Mayabunder. 3. Tagore Govt. College of Education, Port Blair. 4. Dr. BR Ambedkar Govt. Polytechnic, Port Blair. 5. Second Govt. Polytechnic, Port Blair. 6. Project Director, SPIY, (World Bank Assisted Project). 7. Establishment matters: - All Service matter in respect of Group 'A' and 'B', 'C' & 'D' Staff of the Educational Institutions including creation of post, appointment, promotion, transfer, posting, framing/amendment of Recruitment Rules, renewal of temporary posts, deputation of staff/students on duty/various training at mainland etc. 8. Accounts matters: - Expenditure sanction for procurement of stationary, machinery, equipments, furniture and works. Sanction of departmental advances and its adjustments. Checking/passing of running account bills. Sanction of personal claim's in respect of Govt. servants like GPF advance/withdrawal / Final payments, Scooter / Car / House building advances etc and watching of allocations / booking of expenditure under various heads. 9. General Correspondence:- Correspondence with GOI, UPSC, UGC in connection with the implementation of various recommendations like Pay Commission UGC / AICTE recommendations for revision of scale of pay and other service benefits to the staff of Colleges / Govt. Polytechnics. 10. Correspondences in connection with the affiliation/ accreditation of Colleges/Govt. Polytechnics and its renewal from time to time. 11. Court cases and disciplinary proceedings. 12. Correspondence in connection with seat allotment for higher education in various Educational Institution at mainland. 13. Correspondence in connection with consultancy services in collaboration with various Technical Educational institutions. 14. Matter related to award of Senior Scale, Selection Grade and Reader to the College teacher. 15. Correspondence with MHRD, Home Ministry and other Ministries. 16. Attending public complaints on Higher Education/ College etc. 17. Opening of Engineering Colleges, Polytechnics and Degree Colleges.
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