

# IMMEDIATE

P3/1325/2018 Coll.Edn

Directorate of Collegiate Education,  
Vikas Bhavan, Thirvananthapuram  
0471-2303107  
Dated: 09/01/2018

## Circular

Ref:- Govt. Letter No. K2/4/18/H.Edn dtd 08/01/2018

As per the reference Cited Government have directed to furnish a detailed estimate proposal for the schemes that has to be included in the Green Book 2018-19. Hence the Principals of all Govt Colleges under Collegiate Education department are requested to furnish the details of the below mentioned schemes as in the format mentioned below.

Name of the College			
Scheme Name	Amount Allotted in 2017-18 FY	Expenditure till now in 2017-18 FY	Amount Needed for 2018-19 FY
Development of laboratories and libraries in Govt. Colleges XVII-2202-03-103-76			
STARTING OF NEW COURSES & UPGRADING OF EXISTING COURSES XVII-2202-03-103-94-34			
FACULTY DEVELOPMENT XVII-2202-03-105-99-34 OC			
Study Tour XVII-2202-03-103-55			
Physical Education in Colleges XVII-2204-00-101-99	Only for Physical Education Colleges		

Colleges are requested to send the details urgently as hard copy in the above mentioned format and also requested to fill the online spread sheet for furnishing the details urgently. The details of instructions regarding the online spread sheet is also attached.

Enclosure: - Instructions

Sheela P

Senior Finance Officer  
For Director of Collegiate Education

## Instructions

1. An online live spread sheet for furnishing the estimates of the schemes to be included in the Green book will be send to the official mail address of the college
2. Kindly find the mail and click on the “**Open in Sheet**” column in the new pop up window
3. A new tab of online spread sheet asking about the requirements needed for the green book will be showing as mentioned in the below figure.

Name of the College	Development of laboratories and libraries in Govt. Colleges XVII-2202-03-103-76			STARTING OF NEW COURSES & UPGRADING OF EXISTING COURSES XVII-2202-03-103-94-34			FACULTY DEVELOPMENT XVII-2202-03-105-99-34 OC			Study Tour XVII-2202-03-103-55		
	Amount Allotted in 2017-18 FY	Expenditure till now in 2017-18 FY	Amount Needed for 2018-19	Amount Allotted in 2017-18 FY	Expenditure till now in 2017-18 FY	Amount Needed for 2018-19	Amount Allotted in 2017-18 FY	Expenditure till now in 2017-18 FY	Amount Needed for 2018-19	Amount Allotted in 2017-18 FY	Expenditure till now in 2017-18 FY	Amount Needed for 2018-19
Govt. Arts College,Trivandrum												
Govt. Womens College,Trivandrum												
University College ,Trivandrum												
Govt. Sanskrit College,Trivandrum												
Govt. College, Nedumangadu												
Govt. College, Karivavattom												
Govt. College, Kanjirankulam												
Govt. College, Attingal												
Govt. College, Chavara												
Govt. College, Ambalappuzha												
Govt. College, Kottayam												
Govt.college kattappana												
Govt. College, Munnar												
Govt. College, Manimalakunnu												
Govt. Sanskrit College,Thrippunithura												

4. Enter the details in the respective space provided for the respective college only
5. After making the entry you can simply close the window. The changes you made will be saved automatically. Once again you can reopen the link and check whether the amounts are correctly entered in the space provided for your college

**P.S:** Since this is a live online sheet, “**Please be careful while entering the details only in the respective space for your respective College**”

For any issues regarding, please be free to contact [planningdce@gmail.com](mailto:planningdce@gmail.com) or 08157043614