

No.C5-15783/12/Coll.Edn

Office of the Director of Collegiate Education,

Vikas Bhavan, Thiruvananthapuram,

Dated: 4/5/2012.

## CIRCULAR

The Establishment data of the non teaching staff of this department available as on 01/05/2012 are published in the official web site of the Department of Collegiate Education. The employees are directed to verify this data and to point out, defects, if any.

The heads of institutions are directed to inform the entire staff of their institution to verify this data and defects, if any, should be verified with their Service Books and the fact be brought into the notice of the under signed through the e-mail address [dcetvmc3section@gmail.com](mailto:dcetvmc3section@gmail.com).

It is also directed to submit the data required as per this office circular no.C2-52250/11/Coll.Edn dated.07/12/2011, if it is not forwarded so far.

SENIOR ADMINISTRATIVE OFFICER

For DIRECTOR OF COLLEGIATE EDUCATION