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**Government of Odisha**  
**Department of Higher Education**

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No.HE-FE-IV(A)-POL-0274/2012

12574

/H.E., Dated:

30/04/2012

From

Shri Umakanta Tiripathy.OAS(S)  
Joint Secretary to Government

To

The Director, Higher Education.  
Bhubaneswar, Odisha.

Sub:- Assessment of workload of 255 Category of Colleges.

Sir,

In inviting a reference to the above noted subject, I am directed to say that a large number of grievances are coming for approval of non-teaching posts specially in 255 category of colleges under GIA Order, 2009. On the ground of composite workload it is difficult to dispose of such cases. To mitigate the above problem it has been decided that an authentication team consisting of Regional Director concerned, District consultant and the Principal of nearest Lead College/Autonomous Government college will go to the field and will enquire on the details regarding person concerned with focus on the following points in order of priority.

Category(A)- Junior College and Degree College running in two separate campus having two separate establishments.

Category(B)- Junior College and Degree College running within same campus but in two separate buildings with two separate establishments.

The claimant details of the petitioners shall be verified with regard to—

- (a) G.B.Resolution
- (b) Justification as per workload/post
- (c) Personal details of person concerned with I.D Proof.
- (d) Proper selection procedure
- (e) Eligibility and qualification
- (f) Attendance Register
- (g) Cash Book
- (h) Acquaintance Roll

If the petitioner is eligible as per his claimant detail and his institution belongs to Category A or B he will be categorized either A or B.

You are therefore requested to instruct all concerned to extend necessary co-operation to the inspecting team.

Yours faithfully,

*[Signature]*  
30/4/2012

Joint Secretary to Government

Memo No.

12575(3)

/HE., dated

30/04/2012

Copy forwarded to All Regional Directors of Education for information and necessary action.

*[Signature]*  
30/4/2012  
Joint Secretary to Government