

Office of the Director of
Higher Secondary Education,
Housing Board Buildings,
Santhi Nagar, Thiruvananthapuram
Dated: 09/05/2017

CG & AC/46389/2016/HSE

CIRCULAR

Sub: Karuthu: Annual Report and Utilization Certificate of the year 2016-17-Called for-reg

Ref: G.O.(Rt) 2912/2016/Gl. Edn. dated: 06/09/2017

For the implementation of the Karuthu Programme, funds were disbursed to the following schools as follows:

Sl.No	District	School Code	Name of School
1	Trivandrum	1006	Govt.V &Girls HSS Manacaud
2	Trivandrum	1009	G.G.H.S.S.Nedumangad
3	Trivandrum	1021	Govt.Model girls hss Pattom
4	Trivandrum	1042	Govt.VHSS Vellanad
5	Trivandrum	1084	DVMNNM HSS, MARANALLUR,
6	Trivandrum	1130	Govt.H.S.S. for Girls Peroorkada
7	Kollam	2010	GHSS,Punalur
8	Kollam	2034	GOVT HSS,PUTHUR
9	Kollam	2040	Vivekananda HSS Poredom
10	Kollam	2047	St.Antony's HSS Kanjiracode
11	Kollam	2048	SNDP Yogam HSS Neeravil
12	Kollam	2066	DVNSSHSS POOVATTOOR,
13	Pathanamthitta	3006	Govt.HSS Kalanjoor
14	Pathanamthitta	3043	SNDP HSS Karamveli
15	Alappuzha	4016	Kambisseril Karunakaran Memorial GVHSS, Elippakkulam
16	Alappuzha	4029	Lajmathul Muhammadiya.H.S.S
17	Alappuzha	4034	Aravukad HSS Punnapra
18	Alappuzha	4040	Bishop Hodges HSS Mavelikara
19	ALAPPUZHA	4047	ST. FRANCIS ASSISSI HSS, ARTHINKAL
20	Alappuzha	4054	DBHSS Thakazhy
21	Alappuzha	4072	S.N.Trust H.S.S.Cherthala
22	Alappuzha	4095	Govt.Girls HSS Alappuzha
23	Alappuzha	4107	Dr.Ambedkar memorial Govt Model Residential HSS Punnapara
24	Kottayam	5007	G.H.S.S.Panamattam
25	Kottayam	5037	St.john The Baptist's HSS Nedumkunnam
26	Kottayam	5049	St.Little Teresas Girls HSS Vaikom
27	Kottayam	5059	OLL HSS Uzhavoor
28	Kottayam	5060	ST. ANN S GHSS,
29	Kottayam	5066	St.Joseph's G.H.S.S
30	Kottayam	5079	ST.Mary's H.S.S.Kidangoor
31	Kottayam	5081	St.Mary's HSS Pala
32	Kottayam	5116	GHSS Vayala

33	IDUKKI	6004	GOVT HSS,KUMILI,IDUKKI
34	Idukki	6009	GHSS Rajakad
35	Idukki	6058	GOVT. HSS, PATHINARAMKANDAM, RAJAMUDY,
36	Idukki	6066	Govt. H S S, Bison Valley
37	Ernakulam	7011	GBHSS Perumbavoor
38	Ernakulam	7036	SNDPHSS Udayamperoor
39	Ernakulam	7038	Jayakeralam H.S.S. Pulluvazhy
40	Ernakulam	7061	M.G.M.HSS Kuruppampady
41	Ernakulam	7077	ST JOHN S HSS, VADAKARA, OLIYAPPURAM, KOOTHATTUKULAM
42	Ernakulam	7081	RMHSS Vadavucode
43	Ernakulam	7146	GOVT. HSS, CENTRAL CALVATHY,
44	Ernakulam	7150	GGHSS Perumbavoor
45	Ernakulam	7152	GHSS Mammalassery
46	THRISSUR	8012	GOVT MODEL HSS FOR BOYS,
47	Thrissur	8022	GHSS Chavakkad
48	Thrissur	8023	GMHSS Nadavaramba
49	Thrissur	8026	GHSS Chaipankuzhi
50	Thrissur	8056	MASM HSS Venmenad
51	Thrissur	8059	Sacred Heart Convent GHSS
52	Thrissur	8074	SSGHSS Puranattukara
53	Thrissur	8132	GHSS Kadikkad
54	Palakkad	9003	GHSS Edathanattukara
55	Palakkad	9009	GMM GHSS Palakkad
56	Palakkad	9038	PTMY HSS Edappalam
57	Palakkad	9046	Kalladi HSS Kumaramputhur
58	Palakkad	9055	MESHSS Mannarkkad
59	Kozhikode	10005	GOVT GIRLS HSS, KOYILANDY,
60	Kozhikode	10006	Govt. Model HSS, Kozhikode
61	Kozhikode	10007	GHSS Kuttiady
62	Kozhikode	10035	NADUVANNUR HSS,VAKAYAD
63	Kozhikode	10040	BEM GIRLS HSS,BANK ROAD,
64	Kozhikode	10044	CHENNAMANGALLUR HSS,MUKKAM,
65	Kozhikode	10066	PROVIDENCE HSS FOR GIRLS , NADAKKAVU,
66	Kozhikode	10101	GOVT. HSS, KARUVAMPOYIL,
67	Kozhikode	10173	ST. Michael's Girls' Higher Secondary School, Westhill,
68	Kozhikode	10177	KR HSS, Purameri
69	Malappuram	11003	GOVT MHSS, PERINTHALMANNA,
70	Malappuram	11011	GOVT RAJAH S HSS, KOTTAKKAL,
71	Malappuram	11013	GOVT HSS,VAZHAKKAD,
72	Malappuram	11014	GOVT HSS,KUNNAKKAVU
73	MALAPPURAM	11015	GOVT HSS,THIRUVALI,
74	Malappuram	11021	GHSS Edapal
75	MALAPPURAM	11022	GOVT HSS,OTHUKKUNGAL,
76	Malappuram	11076	A.R.HSS FOR GIRLS, PAVITTAPURAM,
77	Malappuram	11134	GOVT. HSS, PERUVALLUR
78	Malappuram	11145	GOVT. GIRLS HSS, WANDOOR,
79	Malappuram	11146	GOVT. HSS, PORUR,
80	Malappuram	11154	GOVT. HSS, MATTUMMAL, ATHAVANAD,
81	WAYANAD	12002	GOVT HSS, MEENANGADI, WAYANAD
82	WAYANAD	12034	GOVT. HSS, PANANKADI,
83	KANNUR	13057	St. Teresa's AI HSS, Kannur
84	KANNUR	13063	KPC HSS, Pattanur

85	KANNUR	13108	Govt. Girls HSS, Payyanur
86	KANNUR	13131	GHSS for Girls Madayi
87	KANNUR	13170	Sir Syed HSS, Thaliparamba
88	KASARAGOD	14006	GHSS Pilicode
89	KASARAGOD	14007	GHSS Kakkat
90	KASARAGOD	14012	GHSS CHERKALA
91	KASARAGOD	14016	GHSS Chayoth
92	KASARAGOD	14056	GHSS Chemnad
93	Malappuram	11125	G HSS Nirammaruthur

Above Principals are directed to submit the Report of the programme and utilization certificate in the attached format before 22/05/2017 to the following address.

State Co-ordinator

Career Guidance and Adolescent Counselling cell,
Directorate of Higher Secondary Education,
Housing Board Building,
Santhi Nagar, Thiruvananthapuram

Format of Annual Report &Utilization certificate is attached

Sd/-
DIRECTOR(i/c)

DEPARTMENT OF HIGHER SECONDARY EDUCATION
CAREER GUIDANCE & ADOLESCENT COUNSELLING CELL

KARUTHU
Report -2016-17

1. Name of School :
2. District :
3. School Code :
4. Educational District :
5. Phone No. of the School :
6. Name and Mobile No of the Principal :
7. Name and mobile no. of the
Convenor :
8. Item sanctioned for training :
9. Class timings (Day and time) :
10. No. of days class conducted :
11. No. of Students attended the training :
12. Details of Students (add separate sheet):

Sl.No	Name of Student	Class	No. of days attended

Trainer

13. Name of Trainer
14. Qualification in the field of the Training subject

15. Whether trainer is approved by the District Association of the item selected :
16. Total hours of training taken by the faculty :
17. Amount disbursed to the trainer towards honorarium :
18. Whether proper vouchers is maintained towards the disbursement of honorarium

Finance

19. Amount received from the Directorate :
20. Whether amount has been entered in the Cash book of the School. If so give the date of entry in the cash book.
21. Details of Purchase made :

Sl. No	Name of Item	No. of items	Amount	Date of Purchase	Page No. of the stock register were purchase is recorded

22. Details of uniform Purchase :

- (i) No of units purchased
- (ii) Cost of single unit
- (iii) Total cost
- (iv) Whether uniform has been issued to students:
- (v) Whether details of distribution of uniform

entered in the stock register

- (vi) Whether signature of students
have been obtained in the register.

23. Details of Refund if any.

Amount Refunded	Chalan No	Date	Name of Treasury

24. Whether advance has been settled at the treasury :
If so attach a copy of the settlement proceedings

25. Problems faced in the implementation of the Programme

26. Suggestions for improving the programme

Place
Date

Signature of the Convenor

DEPARTMENT OF HIGHER SECONDARY EDUCATION
CAREER GUIDANCE & ADOLESCENT COUNSELLING CELL
KARUTHU-2016-17

1. Name of School :
2. District :
3. Educational District :
4. School Code :
5. Amount received from DHSE:
6. Date of encashment :

UTILISATION CERTIFICATE

Certified that an amount of Rs./- (Rupees.....
.....) has been utilized for conducting Karuthu
Programme under the head of account **2202-02-109-74(P)** during the financial year 2016-17

Sl. No	Particulars	Amount Sanctioned	Amount Utilized
1	Materials for Training		
2	Uniform for students		
3	Refreshment Expenses		
4.	Honorarium for Staff		
5	Contingency		
	Total		
	Amount refunded		
	Grand Total		

Place
Date

(Seal)

Dated Signature
of the Principal