

Office of the Director of Higher Secondary Education,
Housing Board Buildings,
Santhinagar,
Thiruvananthapuram.

No. Acd/ Spc(2)/1041/EAP/2012-13

Dated : 11/12/2012

CIRCULAR

Sub: Meeting of the subject council of teachers for forming CE monitoring teams-
13/12/2012- directions issued.

Ref: This office circular of even number dated: Dec. 6th & 7th, 2012.

In connection with the conduct of the meeting of subject council of teachers on 13/12/2012 for the formation of teams for the school level monitoring of the score of Continuous Evaluation (CE) for the academic year 2012-13, the following instructions are issued for compliance.

1. The Regional Deputy Directors will monitor the activities in the districts under their jurisdiction.
2. The District Co-Ordinators will collect the attendance details of each subject council meeting and names of teachers of each team. A copy of both shall be furnished to the RDDs concerned.
3. The Principals of the venue schools are directed to provide all logistical support to the subject conveners and the participant teachers for the smooth conduct of the meeting. They shall issue attendance certificate to the participants.
4. The Principals shall ensure that all the approved teachers attend the meeting. The names of absentees should be intimated to the undersigned.

Co-operation of all the teachers are requested for the successful conduct of the subject council meetings.

Sd/-
JOINT DIRECTOR (Exams)
in – charge of the DIRECTOR