

DEPARTMENT OF TRAINING & TECHNICAL EDUCATION,  
GOVT OF NCT OF DELHI,  
MUNI MAY RAM MARG, PITAMPURA, DELHI-110034.  
(ADMINISTRATION BRANCH)

No.F.5(5)/2024/Misc/CDN/TTE/ 5708-14

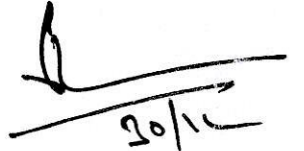
Dated: December 30, 2024

**ORDER**

A number of officers / officials are submitting their leave applications after availing of leaves, which is viewed seriously by the competent authority.

It is, therefore, directed that all the officers/ officials posted at DTTE (hqs), BTE and ITIs will henceforth proceed on leave only after the leave is duly sanctioned by the competent authority.

Further, all the Branch Incharges of DTTE and BTE are hereby directed to maintain proper CL/RH account of the officials working under them, in the manual attendance registrar, without fail.



(SANJEEV KUMAR)  
DY. DIRECTOR (ADMN.)/H.O.O.

No.F.5(5)/2024/Misc/CDN/TTE/ 5708-14

Dated: December 30, 2024

Copy forwarded to the following for information & necessary action to:-

1. PS to Secretary (TTE) / PS to Director (TTE).
2. Jt. Director (Planning), DTTE.
3. Controller (BTE) / All Dy. Directors / DCA.
4. All branch Incharges of DTTE (Hqs) / BTE.
5. All Principals / Vice Principals of ITIs under DTTE.
4. System Analyst, DTTE for uploading this order on the website of this department.
5. Guard file.



(SANJEEV KUMAR)  
DY. DIRECTOR (ADMN.)/H.O.O.