

MOST URGENT

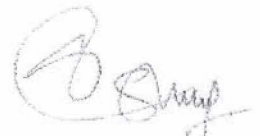
GOVERNMENT OF NCT OF DELHI  
DEPARTMENT OF TRAINING AND TECHNICAL EDUCATION  
MUNI MAYA RAM MARG: PITAMPURA: DELHI  
( ESTABLISHMENT - 1 )

F.1/Misc./2014/TE/AD 100-104 .

Dated: 27/1/2014

CIRCULAR

As desired by Director, TTE, please find attached herewith the proforma for feasibility of quality and capacity expansion for Polytechnics / Diploma level Institutions. The Principals of all Govt. / Private Polytechnics are requested to submit the hard copy of the duly filled proforma to DD (E-I), latest by Jan. 30, 2014, alongwith a soft copy of the same to Director on his E-mail - [dirtte.delhi@nic.in](mailto:dirtte.delhi@nic.in).



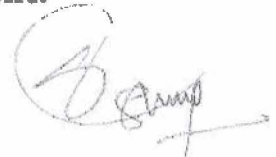
( GHANSHYAM )  
Dy. Director (E-I)

F.1/Misc./2012/TE/AD 100-104

Dated: 27/1/2014

Copy to for necessary Action:-

1. PA to Director, DTTE.
2. Principal, All Govt. Polytechnics, Delhi.
3. Dy. Director, TE Branch, DTTE with the request to circulate the same to all Pvt. Polytechnics.
4. Asst. Programmer, DTTE (HQ) with the request to upload the circular alongwith proforma attached on the website of the Department.
5. Guard File.



( GHANSHYAM )  
Dy. Director (E-I)

**GOVERNMENT OF NCT OF DELHI**  
**DEPARTMENT OF TRAINING & TECHNICAL EDUCATION**  
 NEAR TV TOWER, MUNI MAYA RAM MARG,  
 PITAMPURA, DELHI-110 086

**PROFORMA FOR FEASIBILITY OF QUALITY AND CAPACITY EXPANSION**  
**[FOR POLYTECHNIC/DIPLOMA LEVEL INSTITUTIONS]**

**I. Details of the Institution:**

(i)	Name and Address of the Institute along with the Pin Code	
(ii)	Telephone No. & Fax No.	
(iii)	Website	
(iv)	E-Mail	
(v)	Name of the Principal	

**II. Details of the Promoting Government**

Name of the Chairman/Secretary	
Name of the Trust/Society	
Registration No. of the Trust/Society	

**III. Details of Existing Diploma Programmes:**

Discipline/Branch	Intake	Duration	Shift [M/E]	Remarks

**IV. Details of Existing Community Polytechnic Scheme:**

Discipline/Branch	Intake	Duration	Remarks

**V. Details of Existing Part-Time Programme:**

Discipline/Branch	Intake	Duration	Remarks

**VI. Details of New Diploma Programmes proposed:**

Discipline/Branch	Intake	Duration	Shift [M/E]	Immediate [from coming Academic Session i.e. 2014-15]	Short Term Plan [Within two years]	Long Term Plan

**VII. Details of New Programmes under Community Polytechnic Scheme:**

Discipline/Branch	Intake	Duration	Immediate [from coming Academic Session i.e. 2014-15]	Short Term Plan [Within two years]	Long Term Plan

**VIII. Any New Proposal for making Polytechnic as Integrated Campus:**

Discipline/Branch	Intake	Duration	Immediate [from coming Academic Session i.e. 2014-15]	Short Term Plan [Within two years]	Long Term Plan

**IX. Details of Land and Buildings:**

<b>A</b>	<b>LAND</b>	
[i]	Area of Land	
[ii]	Ownership of Land [whether rented/leased/freehold]	
[iii]	Prescribed Land use [whether conforming/non-conforming to Master Plan]	
<b>B</b>	<b>BUILDING</b>	
[i]	Whether Permanent/Temporary	
[ii]	Total Built-up area [in Sq. Metres]	
[iii]	Permissible FAR	
[iv]	Built up/Achieved FAR	
[v]	Total Built up area required as per norms for all programmes	

**X. Details of Teaching Staff:**

Nomenclature of the Post	No. of Post[s]	Qualification	Scale of pay, other allowances/ remuneration paid	Regular(R)/ Adhoc (A)/ Contract (C)/ Visiting (V)/ Guest (G)	Remarks

**XI. Details of Non-Teaching Staff:**

Nomenclature of the Post	No. of Post [s]	Qualification	Scale of pay, other allowances/ remuneration paid	Regular (R)/ Adhoc (A)/ Contract (C)/ Visiting (V)/ Guest (G)	Remarks

**XII. ANY OTHER SUGGESTIONS FOR QUALITY/CAPACITY EXPANSION:**

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**DATE :**

**AUTHORIZED SIGNATORY  
WITH SEAL**

**PLACE:**