

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Social Welfare Department - **JnanaBhumi** - Smart Portal for Integrated Delivery of Services relating to Education & Scholarships- Modifications in procedure & software- Implementation of **JnanaBhumi 2.0** during academic year 2019-20 - Orders - Issued.

SOCIAL WELFARE(EDN.2) DEPARTMENT

G.O.MS.No. 81

Dated: 07-05-2019

Read the following:

- 1) G.O.Ms.No.103, Social Welfare (Edn.2) Department, dated 24-10-16.
- 2) G.O.Ms.No.45, Social Welfare (Edn.2) Department, dated 09-06-17.
- 3) JnanaBhumi SLC meetings held on 21-08-17,05-10-17,26-10-17, 29-11-17, 06-04-18,11-05-18,16-07-18, 30-08-18&11-01-19.
- 4) JnanaBhumi 10th SLC meeting held on 02-05-19.
- 5) Letter No.D2/799/2019,dated:6-5-19 of Director of Social Welfare, A.P.

ORDER:

In the reference 1st read above, Government have issued comprehensive guidelines, after consulting all stakeholder departments, for revamping the Post Matric Scholarship (PMS) system for making the system predictable & enabling hassle-free services for all stakeholders, duly ensuring Monthly release of MTF, Quarterly release of RTF, capturing Biometric attendance & Academic performance of all students & for making Post-Matric Scholarships ecosystem resilient, secure, seamless & paperless.

2. In the reference 2nd read above, Government have issued orders regarding the implementation of **JnanaBhumi**- Smart Portal for Integrated Delivery of Services relating to Education & Scholarships, duly detailing (a) Scope of JnanaBhumi (b) Core Modules & Services (c) Integration of Education & Scholarship services (d) Attendance & Academics (e) Digital Signatures (f) Mandatory Compliances & Responsibilities of stake holders (g) Roles & Responsibilities of Students, Educational Institutions, Affiliating Authorities, Welfare Departments, Banks and Treasury & Accounts Departments (h) Institutional Arrangements viz. State & District Level Committees.

3. The implementation of JnanaBhumi, during academic years 2017-18 & 2018-19, has streamlined the Post-Matric Scholarships ecosystem, improved process efficiency & substantially met the objectives of predictable, hassle free & timely service delivery.

4. The JnanaBhumi State Level Committee meetings, held in the reference 3rd cited, have provided significant inputs that are incorporated for improving accessibility & for streamlining the student, institution & other stake holders related processes.

5. The JnanaBhumi State Level Committee meeting, for the academic year 2019-20, was held on 02-05-19, to deliberate upon the stakeholder experience in JnanaBhumi implementation and for assessing & finalizing the procedural & software changes required during the academic year 2019-20, for further improving delivery of services to the students and institutions, & was attended by representatives of all stakeholders viz. (a) Departments (b) Boards (c) Affiliating Authorities/Universities & (d) APSCHE.

6. In the above meeting, after a detailed status review, it was resolved to implement **JnanaBhumi 2.0**, from the academic year 2019-20, as per the orders issued in G.O.Ms.No.45, S.W.(Edn.2) Department, dated 09-06-17, duly incorporating (a) the modifications already made & deployed during the last (2) years and (b) certain further changes in the procedure & software, as found relevant & necessary.

7. Accordingly, Government hereby order the operationalization of **JnanaBhumi 2.0**, from the academic year 2019-20, in consonance with the orders issued in G.O.Ms.No. 45, S.W.(Edn.2) Department, dated 09-06-17 (copy annexed to this order), duly incorporating the changes in procedure and software, as mentioned hereunder.

REGISTRATION & FEES

7.1 MANDATORY ADOPTION OF ONLINE AFFILIATION MODULE(OAM)

7.1.1 The manual process of College Affiliation is delaying the release of MTF & RTF. The Online Affiliation Module (OAM) on JnanaBhumi platform, is developed & successfully developed & deployed in the academic year 2018-19, for the affiliating authorities under control of APSCHE & BIE. Therefore, the following orders are issued:

7.1.1.1 Adoption of Online Affiliation Module (OAM), is made mandatory for Colleges & Affiliating Authorities, for being included under Post-Matric Scholarships scheme.

7.1.1.2 Approval of Affiliations, through OAM, shall be completed by 20th May 2019.

7. 2 MTF & RTF RELEASE SCHEDULE

7.2.1 MTF to students, shall be released every month, on (75) % aggregate attendance.

7.2.2 RTF to educational institutions, shall be released every quarter, student-wise, & triggered by release of MTF to the concerned student for the month of September (1st instalment), for December (2nd Instalment) and for February (3rd instalment).

7.2.3 RTF (4th) instalment release, shall be triggered by upload of Academic Result of the student, by the concerned educational institution/ Affiliating Authority.

7.2.4 The educational institutions, are prohibited from withholding the certificates of students eligible for Scholarship. Any deviation will invite severe action, including debarring of the concerned institution from the scheme of Post-Matric Scholarships.

7.3 FEE FIXATION DOCUMENT UPLOAD FACILITY

7.3.1 The Course Fees are entered by the Affiliating Authorities in JnanaBhumi Fee Structure Module. To facilitate verification & audit, the following orders are issued:

7.3.1.1 CEO, APCFSS shall enable in Fee Structure Module, facility for uploading of scanned document (based on which Fee is fixed) & linking with the relevant courses.

7.3.1.2 All Affiliating Authorities, while entering Course Fees, shall 1st upload, legible scanned copy of relevant Fee Fixation documents, & then link for all the courses.

7.3.1.3 The above facility shall be deployed by 9-5-2019, & document upload/linking completed along with Fee Structure data entry by all the Affiliating Authorities.

7.4 ONLINE FEE UPDATION & CONCURRENT AUDIT MODULE FACILITY

7.4.1 To facilitate online updating of changes in the fee structure, which have occurred after commencement of academic sessions, the following orders are issued:

7.4.1.1 CEO, APCFSS shall provide facility in the JnanaBhumi Fee Structure Module, for enabling concerned Affiliating Authorities to upload scanned copies of the relevant Fee Fixation document, their online authentication by a Resident Auditor appointed by the DSW & for the subsequent release of MTF/RTF, as per the revised Fee structure.

7.4.1.2 All Affiliating Authorities shall ensure that legible scanned copies of relevant Fee Fixation document/s, evidencing revision in the Fee Structure are uploaded.

7.4.1.3 The DSW shall appoint the Resident Auditor for the online concurrent audit.

7.4.1.4 The facility shall be deployed by 9-5-2019 by the CEO, APCFSS.

ADMISSIONS & ATTENDANCE

7.5 MANDATORY (100) % STUDENT ADMISSION & ATTENDANCE ENTRY

7.5.1 JnanaBhumi, currently captures data relating to only the students availing PMS scheme, resulting in fragmented information on admissions/ attendance/ academics. Basing on request of stakeholder Departments & Affiliating Authorities & in view of on-going examination system automation, the following orders are issued for strict compliance by all the Principals/Heads of Colleges/ Educational institutions:

7.5.1.1 Admission details of all **repeat** all students, whether receiving or not receiving Post-Matric Scholarships, shall be entered in the Admission module of JnanaBhumi.

7.5.1.2 Attendance details of all **repeat** all students, whether receiving or not receiving Post-Matric Scholarships, shall be entered in the Attendance module of JnanaBhumi, within (5) working days of every succeeding month.

7.5.1.3 There shall be no provision for entering of Backlog Attendance.

7.5.1.4 The Principal/Head of College/ Educational institution shall be responsible for making timely entry in the Admission & Attendance Modules, & shall be held liable for any adverse consequence, arising in case of non-compliance/delay.

7.6 MANDATORY SHARING BY WEBSERVICE OF CET STUDENT ADMISSION DATA

7.6.1 CET Conveners are currently sharing Convener Quota admission data by e-Mail/CD, resulting in data errors/missing data/delays/etc., adversely affecting system integrity & causing delay in release of MTF/RTF. Hence, the following orders are issued:

7.6.1.1 All CET Conveners shall share Convener Quota admission data, on real-time basis by secure web service, in prescribed data format, to the DSW.

7.6.1.2 The details shared, must contain Aadhar number & SSC details of the students, for facilitating mapping of the students & enable processing of the scholarships claims.

7.6.1.3 Latest UIDAI/Government security/data privacy protocols shall be followed.

7.6.1.4 Since, the CET Conveners change every year, the APSCHE & other stakeholder Departments shall coordinate this activity for the CETs within their purview.

7.7 DEPLOYMENT OF STUDENT MIGRATION MODULE

7.7.1 Currently, students migrating from one course to another course, during the same

year or subsequent years, & having received the MTF/RTF for the 1st Course, have to repay the MTF & RTF received for the 1st Course, to the Government through Challan services, leading to delay. Based on the inputs received, the following orders are issued.

7.7.1.1 RTF: The RTF amount already released for the 1st Course, shall be deducted from the RTF amount to be paid for the 2nd Course.

7.7.1.2 MTF: The MTF amount will be released only for balance months of the 2nd Course.

BIOMETRIC AUTHENTICATION

7.8 IMPLEMENTATION OF DAILY BIO-METRIC ATTENDANCE

7.8.1 Clause 5(III)(b) of G.O.Ms.No.103, S.W. (SW EDN2) Department, dated 24-10-16, mandates all Affiliating Authorities to implement Daily Biometric Attendance & to notify the date of implementation, to enable the mandatory implementation of Daily Biometric Attendance in JnanaBhumi, in respect of its institutions. No Affiliating Authority has issued the notification, so far. Hence, the following orders are issued:

7.8.1.1 All Affiliating Authorities to take measures to expedite the implementation of Daily Biometric Attendance in JnanaBhumi & to notify the date of implementation,

7.8.1.2 The Affiliating Authorities shall notify the date for implementation of Daily Biometric Attendance, by 25th of May 2019 & intimate the Nodal Officer i.e. the DSW, so that the Daily Biometric Attendance facility is made mandatory in the Attendance Module of **JnanaBhumi 2.0**, in respect of the concerned affiliated institutions.

7.9 MANDATORY DEPLOYMENT OF IRIS DEVICES IN ALL EDUCATIONAL INSTITUTIONS

7.9.1 Biometric based One Time Authentication (OTA) of students, is mandatory for processing Scholarship claims & considering difficulties faced by genuine students, due to Finger-Print based Biometric authentication failure, the following orders are issued:

7.9.1.1 UIDAI certified, Iris Biometric Authentication devices, shall be procured & deployed by all educational institutions @ 1:250 students by 25th May, 2019.

7.9.1.2 Device technical specifications shall be placed in the JnanaBhumi portal.

7.9.1.3 The CEO, APCFSS will facilitate supply of devices, if sought by the institutions.

7.10 ONE-TIME AUTHENTICATION OF NEW STUDENTS IN MEESEVA CENTRES

7.10.1. Due to sensitive nature of information viz. Bank/Mobile/e-Mail id/etc. being authenticated & to ensure data privacy & security, the following orders are issued:

7.10.1.1 Authentication of their admission details by New students, including facility for e-KYC based Biometric Authentication, shall be provided at Mee-Seva Centres.

7.10.1.2 To avoid hardship, the facility shall be provided on free of cost basis to the students. Mee-Seva service charges shall be borne under PMS scheme budget by DSW.

ACADEMICS

7.11 MANDATORY ADOPTION OF ONLINE EXAMINATION MODULE(OEM)

7.11.1 Manual examination processes in Universities/Boards is delaying the obtaining of Academic Results & in turn RTF Release & Academic Tracking. With APSCHE support,

Online Examination Module (OEM) under JnanaBhumi platform, in 2018-19, is deployed successfully by Rayalaseema University. Therefore, the following orders are issued:

7.11.1.1 Adoption of OEM is mandatory for all Colleges & Affiliating Authorities, for being eligible for being included under the scheme of Post-Matric Scholarships.

7.11.1.2 The OEM shall be deployed by all the Affiliating Authorities by 30th June 2019.

7.11.1.3 The development, customization, deployment & support for OEM for the 1st year i.e. 2019-20, shall be provided under JnanaBhumi by the DSW.

7.11.1.4 For subsequent maintenance support for OEM, all Affiliating Authorities shall enter into MOU with APCFSS, on mutually agreed terms/conditions by 30th June 2019.

7.12 MANDATORY SHARING OF WEB SERVICES FOR ACADEMIC RESULTS

7.12.1 Currently, Examination Results are being shared by Affiliating Authorities by e-Mail/CD, resulting in data errors/missing data/delays/etc., adversely affecting system integrity & causing delays in RTF release. Hence, the following orders are issued:

7.12.1.1 All Affiliating Authorities shall mandatorily share academic results data, on a real time basis by secure web service, in prescribed data format, to the DSW, for all the institutions under their jurisdiction, including autonomous colleges.

7.12.1.2 The managements of all Autonomous Colleges shall compulsorily provide academic results data to their concerned Affiliating Authorities in prescribed format.

7.12.1.3 Latest UIDAI/Govt. security/data privacy protocols, shall be followed.

7.12.1.4 APSCHE & Heads of all Stakeholder Departments shall coordinate this activity.

SECURITY & AUDIT

7.13 MANDATORY DSK & E-SIGN BASED AUTHENTICATION AT ALL LEVELS

7.13.1 To ensure data security & process integrity, especially in view of end-to-end digital & paperless implementation of JnanaBhumi, the following orders are issued:

7.13.1.1 Digital signature of every document by DSK/e-Sign is mandatory.

7.13.1.2 All functionaries having assigned role in JnanaBhumi work-flow, including of Colleges & Affiliating Authorities, shall mandatorily possess both DSK & eSign.

7.14 MANDATORY DEVICE/ I.P. ADDRESS REGISTRATION, GEO-FENCING & LOCKING

7.14.1. To ensure security & integrity of the transaction data & accountability, the following orders are issued for implementation by the CEO, APCFSS:

7.14.1.1 All fixed/portable hardware devices, including but not limited to Bio-Metric Devices/Laptops/Desktops/etc., of all the JnanaBhumi authorized users viz. Welfare Departments/Affiliating Authorities/ Colleges/ etc. shall be registered & assigned a Unique Device ID.

7.14.1.2 The above connected devices shall be appropriately geo-fenced & locked for ensuring that the same Device cannot be used from multiple locations.

7.14.1.3 Similarly, the IP addresses of all user institutions/users shall be registered, assigned Unique IP ID, geofenced & locked.

7.14.1.4 New Devices/I.P. addresses of authorized institutions/users shall undergo an onboarding protocol of Registration, Unique ID assignment, Geofencing & Locking.

7.14.1.5 All the aforesaid activities shall be completed by 20th May 2019 & the DSW shall furnish compliance report to the Government.

7. 15 COURSE FEE MASTERS & TRANSACTION DATA VERIFICATION/RISK ASSESSMENT

7.15.1 Under the JnanaBhumi framework, entry relating to Course Fees, is made by concerned Affiliating Authority & there is need to take up verification of the Course Fee Masters & the Transaction Data. Therefore, the following orders are issued:

7.15.1.1 The DSW, through APCFSS, shall entrust (100) % verification of Course Fee Masters & also Transaction data, for the period 2014-15 to 2019-20, to a competent & reputed 3rd Party Agency, having experience in this field.

7.15.1.2 Similarly, DSW will also take up Risk Assessment of the JnanaBhumi platform.

7.15.1.3 All Affiliating Authorities shall provide the necessary records/data, as when sought, & assist the 3rd Party Agency in the completion of its mandate.

7.15.1.4 The DSW shall furnish the Course Fee Masters & Transaction Data Verification Report & the Risk Assessment Report to the Government by 30th June,2019.

INSTITUTIONAL ARRANGEMENTS

7.16 COMMITTEES AT STATE & DISTRICT LEVELS

7.16.1 For effective implementation of JnanaBhumi, following instructions are issued regarding institutional arrangements:

7.16.1.1 District Level Committees (DLC) shall meet, once in a Fortnight, during May to August, & subsequently once in a month, to ensure smooth implementation.

7.16.1.2 State Level Committee (SLC) shall meet once in a Month, during April to August, and subsequently once in (2) months, to ensure smooth coordination.

7.16.1.3 Affiliating Authority Level Committee (ALC), headed by the concerned Registrar shall be established by all Affiliating Authorities. All login users, IT vendors of Affiliating Authority shall be members & trained on **JnanaBhumi 2.0**. The ALC shall be responsible for ensuring all mandatory compliances by the Affiliating Authority & by its affiliated colleges, as per the stipulated timelines & also for student grievances.

7.16.1.4 The DSW shall ensure the constitution of the ALCs by 12th May 2019 & the conduct of training for all stakeholders, to ensure seamless uptake of **JnanaBhumi 2.0**

7.17 ROLE OF APCFSS

7.17.1. In addition to tasks already entrusted in the G.O.s in the reference 1st & 2nd read above, & those mentioned aforesaid, the CEO APCFSS shall ensure the following:

7.17.1.1 Compliance of JnanaBhumi platform with current or future GOs.

7.17.1.2 Compliance with latest UIDAI/GOI orders relating to Aadhar/Data Privacy.

7.17.1.3 Compliance with IT Act, 2000.

7.17.1.4 Certification from IT & C Department under the GoAP Cybersecurity Policy 2017 & Cyber-Security Framework, by 30th May, 2019.

7.17.1.5 Quarterly Security & Performance audit.

7.17.1.6. Yearly Database audit.

7.17.1.7 Deployment of smart & real-time analytical dashboards.

7.17.1.8. User manual, FAQ & Real time dashboards for all services.

7.17.1.9 Unit/System/Integration testing before deployment of services

- 7.17.1.10 System Downtime only during non-peak hours.
- 7.17.1.11 Intuitive error handling.
- 7.17.1.12 Communication protocol for each user role.
- 7.17.1.13 Effective user ticket handling mechanism.
- 7.17.1.14 Effective student grievance handling mechanism.

8. TIME LINES

8.1 To achieve stipulated benchmarks of Monthly MTF & Quarterly RTF, all stake holders shall adhere to timelines as fixed by G.O.s/Memos/etc. from time to time.

8.2. The timelines, approved during the 10th SLC meeting held on 02-05-2019, for certain mandatory processes/activities are as detailed below:

SL.	ACTIVITY	RESPONSIBILITY	COMPLETION ON/ BEFORE
1	COLLEGE AFFILIATION APPROVAL	Affiliating Authority	20 TH MAY
2	ACADEMIC CALENDAR ENTRY	Affiliating Authority	20 TH MAY
3	FEE STRUCTURE ENTRY (GENERAL)	Affiliating Authority	30 TH MAY
4	FEE STRUCTURE ENTRY (VARIABLE)	Affiliating Authority	10 DAYS AFTER G.O.
5	STUDENT REGISTRATION(RENEWAL)	College Principals	15 TH JULY
6	STUDENT REGISTRATION (FRESH)	College Principals	15 DAYS AFTER ADMISSION
7	STUDENT ONE TIME BIO-METRIC AUTHENTICATION	College Principals	15 DAYS AFTER ADMISSION
8	STUDENT MONTHLY ATTENDANCE	College Principals	1 ST (5) WORKING DAYS OF EVERY SUCCEEDING MONTH
9	OTA (ONE TIME APPROVAL) BY COLLEGES	College Principals	ON DAILY BASIS
10	OTA (ONE TIME APPROVAL) BY D.D.	D.D.s, Welfare	ON DAILY BASIS
11	HARDWARE & IP REGISTRATION & LOCKING	CEO,APCFSS	20 TH MAY,2019
12	NOTIFYING DAILY BIOMETRIC ATTENDANCE DATE	Affiliating Authority	25 TH MAY,2019
13	DEPLOYMENT OF IRIS DEVICES IN COLLEGES	College Principals	25 TH MAY 2019
14	AUTOMATION OF EXAMINATION PROCESSES	Controller of Exams.	30 TH MAY 2019
15	WEB SERVICE FOR CET ADMISSION DATA	CET Conveners	ON REAL TIME BASIS
16	WEB SERVICE FOR EXAMINATION RESULTS DATA	Affiliating Authorities	ON REAL TIME BASIS
17	STATE LEVEL WORKSHOP ON JNANABHUMI 2.0	Director, SW	15 TH MAY 2019
18	DISTRICT LEVEL WORKSHOP ON JNANABHUMI 2.0	D.D.s, SW	18 TH MAY 2019

9. The Special C.S./Principal Secretaries/Secretaries & HODs of Higher Education, Technical Education, School Education, Labor, Employment & Training, Medical Education, Agriculture & Cooperation, Horticulture & Sericulture, Animal Husbandry, Dairy Development & Fisheries, Health & Family Welfare, Social Welfare, BC Welfare, Tribal Welfare, Disabled Welfare, Minority Welfare, Collegiate Education, AP Paramedical Board, BIE, APNMC, APSCHE, SLBC Chairman, APCFSS & all the Affiliating Authorities are requested to take necessary action accordingly.

10. All the Affiliating Authorities/ Principals / Managements of Educational Institutes are directed to implement this G.O in true spirit within the time lines mentioned.

11. All Joint Directors/Deputy Directors/Asst. Directors of Welfare Departments are directed to convey this order to all the Affiliating authorities/College Managements and also to follow the provisions of this G.O. scrupulously.

12. All District Collectors/ Chairman of District Level Committee for JnanaBhumi, are requested to ensure that instructions contained in this G.O are implemented in-toto by all educational institutions/Affiliating Authorities & monitored by all Supervisory Officers & to review the same in meeting of District Level Committee & other review meetings held by them, so as to ensure hassle-free delivery of services to the students.

13. The Director of Social Welfare, A.P. is requested to take necessary steps to implement these orders in co-ordination with all the stakeholders.

14. The CEO, APCFSS is requested to make necessary modifications in the software according to the defined parameters & stipulated timelines.

15. Copy of this order is available on internet and can be accessed at address <http://www.ap.gov.in/goir>

Encl: G.O.Ms.No.45, Social Welfare (Edn.2) Department, dated 09-06-17.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**SHAMSHER SINGH RAWAT
PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Special Chief Secretary to Government, School Education, A.P., Amaravati
 The Special Chief Secretary to Government, Labour, E&T, A.P, Amaravati
 The Special Chief Secretary to Government, Medical Education, A.P., Amaravati.
 The Special Chief Secretary to Government, Health & Family Welfare, A.P, Amaravati
 The Special Chief Secretary to Government, Finance, A.P, Amaravati
 The Principal Secretary to Government, Agriculture and Cooperation, A.P., Amaravati
 The Principal Secretary to Government, Animal Husbandry, DD & F, A.P. Amaravati.
 The Principal Secretary to Government, Higher Education, A.P., Amaravati.
 The Principal Secretary to Government, IT&C, A.P. Amaravati
 The Principal Secretary to Government, Social Welfare, A.P. Amaravati
 The Principal Secretary to Government, Tribal Welfare, A.P. Amaravati
 The Principal Secretary to Government, BC Welfare, A.P. Amaravati
 The Principal Secretary to Government, Minority Welfare, A.P. Amaravati
 The Secretary to Government, Finance, A.P. Amaravati
 The Secretary to Government, Women & Child, Disabled & S.C. Welfare, A.P. Amaravati
 The Ex-Officio Secretary, Horticulture and Sericulture, A.P. Amaravati
 The Director of Social Welfare, A.P., Amaravati.
 The Director of Tribal Welfare, A.P., Amaravati.
 The Director of B.C. Welfare, A.P., Amaravati.

The Director, Welfare of Disabled and Senior Citizens, A.P., Amaravati.
 The Commissioner of Minority Welfare, A.P. Amaravati.
 The Commissioner of School Education, Ibrahimpatnam, Amaravati, A.P.
 The Commissioner of Intermediate Education, A.P., Amaravati.
 The Commissioner of Collegiate Education, AP, Amaravati.
 The Commissioner of Technical Education, A.P., Amaravati.
 The Commissioner of Employment & Training, A.P., Amaravati.
 The Director of Medical Education, A.P., Amaravati.
 The Chairman, APSCHE, A.P., Amaravati.
 The Vice-Chairman, APSCHE, A.P., Amaravati.
 The Secretary, APSCHE, A.P., Amaravati.
 The Secretary, SBTET, A.P., Amaravati.
 The Secretary, AP Paramedical Board, A.P., Amaravati.
 The Secretary, APNMC, A.P., Amaravati.
 All the Vice Chancellors of Universities concerned.
 The ESDMeeSeva, Vijayawada, Amaravati, A.P.
 The CEO, APCFSS, AP, Ibrahimpatnam
 The Director Treasury, A.P., Ibrahimpatnam.
 The Convener, SLBC A.P., Amaravati.
 The Commissioner, I & PR Department
 All the District Collectors in the State.
 All P.O. ITDAs in the State.
 All DD, SW/TW/BCW/WCD/DMWOs in the State.
 All the Registrars of Universities in the State.

Copy to: -

P.S. to Chief Secretary/Principal Secretary to C.M./Spl. C.S. (School Edn). /Spl. C.S. (Health)/Principal Secretary (SW)/ Principal Secretary (TW)/Principal Secretary (BCW)/Secretary (MW)/Secretary (DW)/ Principal Secretary (Higher Edn.) / P.S. to M (SW) / M (TW) / M (BCW) / M (MW) / M (DW) / M (Higher Edn.) / M (School Edn.)/M (Technical Edn.) /M (Medical Edn.) /M (PR)/M (Agriculture)/M (AH, DD & F)/ M (L, E & T) / M (Health).
 Sc/Sf.

//FORWARDED:: BY ORDER//

SECTION OFFICER