



CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION

1059/19
9-5-19

No.Acd-1079/2018/CAPE/905

Thiruvananthapuram
Dated 29.04.2019

CIRCULAR

Sub: CAPE-Academic- Summer vacation to the Engineering Colleges under CAPE during the Academic year 2018-19 reg:

The summer vacation of the Engineering Colleges under CAPE during the academic year 2018-19 will be from 15.05.2019 to 14.07.2019 (both days inclusive) subject to the following conditions.

1. All the regular Teaching and Technical staff are eligible for availing of vacation.
2. All the vacation staff are bound to carry out University Examination duties. Teachers and Technical staff who engage Classes/Lab to complete the syllabus during the vacation period are not eligible for any kind of leave in lieu of duty attended. However, they shall help the students to improve thier academic performance and results for the best interest of the institutions. Daily wage/Contract/ Adhoc faculty are not to be engaged for invigilation duty during vacation period.
3. The Library staff, Technical Staff and Instructors shall not be engaged as invigilators for the University Examinations.
4. College Administrative Office and Library will function as usual during the vacation period.
5. All the vacation staff who are eligible for availing of summer vacation shall report for duty immediately on re-opening of the Colleges after vacation.
6. The service of Hour/ Daily Wage/Contract/Adhoc faculty members shall be utilized only upto 14.05.2019.

All the head of institutions are requested to take necessary action in this regard.

Sd/-
DIRECTOR

To

The Principals of Engineering Colleges under CAPE.

Copy to:

E1/E2/E3/E5 section

Approved for Issue

Senior Administrative Officer