

OFFICE OF THE COMMISSIONER OF INTERMEDIATE EDUCATION, A.P., HYDERABAD

Present : Sri J.S.V. PRASAD, I.A.S.,

**Circular No.Acad.I-1/1880/2013**

**Dated : 06.04.2013**

Sub : INTERMEDIATE EDUCATION – Minor repairs, white wash and Painting to buildings of Government Junior Colleges - Permission to utilize Accumulated Special Fee Funds – Orders – Issued.

Read : 1) G.O.Ms.No.593/Edn.(C)/Department, Dt. 21/03/1972.  
2) C.I.E.'s Proc.'s Rc.No. Acad.I-1/1186/2006, Dated 17/08/2006.  
3) C.I.E.'s Proc.'s Rc.No. Acad.I-1/807/2006, Dated 24/08/2007.  
4) D.I.E.'s Procs.Rc.No.Acad.I-1/Spl./2010, Dt. 28-6-2010.

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There is a need to carryout annual maintenance & minor repairs to all Government Junior College buildings in the State. This has to be done well before the colleges start functioning from 1st June, 2013. Representations have been received from several Principals that there are colleges with damaged black boards, broken furniture, doors and windows & poorly maintained toilets, non-functional drinking water system etc. In all such cases minor improvements have to be carried to keep the buildings in good condition. Keeping the above in view, **the following instructions are issued:-**

- [i] The Principal is permitted to spend an amount not exceeding to **Rs.30,000/- (Rupees Thirty thousand only)** from accumulated special fee fund to carryout essential repairs including white wash, painting, repairs to drinking water system and toilets, repairs to doors and windows, electrical wiring etc.
- [ii] The Principal shall convene the College Development Committee meeting and discuss the matter in advance and take specific approval.
- [iii] A works committee shall be constituted with Principal as convener along with two teaching staff as members who will monitor the progress daily. The Committee shall first list-out minor repairs to flooring, doors and windows, repairs to black Boards, repairs to drinking water system and toilets in the first instance.
- [iv] After completion of all repairs, only then they should carryout white wash and painting of buildings.
- [v] They should get suitable estimates prepared wherever necessary by following proper procedure.
- [vi] They should compulsorily take Photographs **Before, During and After** carrying out minor repairs and whitewashing.
- [vii] The Principal shall ensure that all rules are followed while taking up the above said works and the Accumulated SPF amount shall be utilized to undertake the required tasks only.

These funds shall not be wasted on unproductive items like false-ceiling and vitrified tile flooring etc., in Principal room.

This Circular is applicable to colleges which are having own buildings & furniture. Those colleges which have got major facelift only last year and those which got new buildings last year shall not utilize these funds for repairs. Any minor repair pertaining to setting-up of computer room under ICT Project and which falls within the scope of responsibility of the college can be carried-out.

If any college intends to spend more funds on maintenance work they may list-out the problems, prepare brief estimates and send justification proposals along with photos for sanction.

The District Vocational Education Officer concerned shall monitor the works and submit a consolidated report of the district by **30-7-2013**. The receipt of this Circular should be acknowledged.

**SD/- J.S.V. PRASAD**  
**COMMISSIONER OF INTERMEDIATE EDUCATION**

To

All the Principals of Government Junior Colleges in the State.  
Copy to all Regional Joint Directors of Intermediate Education in the State.  
Copy to all District Vocational Educational Officers in the State.  
Spare-10.

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**SUPERINTENDENT**