



CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION

No. A- 1991/2013/CAPE/1328

Dated 17/04/2013

CIRCULAR

Sub : CAPE - Estt - Summer vacation to the Engineering Colleges under CAPE for the Academic year 2012-13 - Circular- Reg.

The Summer Vacation to the Engineering Colleges under CAPE for the Academic Year 2012-13 are announced subject to the following conditions;

1. The Summer Vacation for College of Engineering & Management, Punnappra will be from 16.04.2013 to 16.06.2013 (both days inclusive) in compliance with the Circular No. ACB1/10355/2013 dt 19.03.2013 of the Director of Technical Education, Thiruvananthapuram. The College will be re-opened after vacation on 17.06.2013.
2. The Summer Vacation for Engineering Colleges affiliated to CUSAT will be from 01.05.2013 to 30.06.2013 (both days inclusive) and the Colleges will be re-opened on 01.07.2013.
3. All the regular Teaching and Technical Staff who have completed one year of regular service are eligible for availing of vacation. However, those who are in the first year of service in the entry cadre are not eligible for availing of vacation.
4. All the vacation staff are bound to carry out University examination duty. 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 their academic performance and results and also for the best interest of the Institution.
5. The Library Staff and Technical Staff (except Instructors) shall not be engaged as invigilators for the University Examinations.
6. College Administrative Office and Library will function as usual during the vacation period.
7. All the vacation staff who is eligible for availing of summer vacation shall report for duty immediately on re-opening of the Colleges after enjoying vacation.

Sd/-

DIRECTOR

To

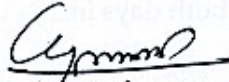
1. The Principal, College of Engineering Perumon
2. The Principal, College of Engineering Pathanapuram
3. The Principal, College of Engineering Kidangoor.
4. The Principal, Co-operative Institute of Technology, Vadakara.Page2

5. The Principal, College of Engineering Thalassery
6. The Principal, College of Engineering Trikaripur.
7. The Principal, College of Engineering College of Engineering & Management, Punnapra- *You are permitted to commence the summer vacation from 24.04.2013 in order to complete the academic activities as reported in your letter No.CEMP/2013/510 dt 08.04.2013 subject to the condition that the College will be re-opened on 17.06.2013 after vacation.*

Copy to

1. Sr.AO/Sr.FO/AO/FO/ACO, CAPE
2. E1/E4/E5/E6 Sections, CAPE.
3. ✓ System Analyst, CAPE.
4. OC/SF

Approved for issue



Administrative Officer

