



GOVT. OF WEST BENGAL

VIDYANAGAR GOVERNMENT PRIMARY TEACHERS' TRAINING INSTITUTE

VILL+P.O.- VIDYANAGAR \* DIST. - PURBA BARDHAMAN \* PIN-741319

Email Id. - vidyanagar1965@gmail.com, Website-https://vidyanagargovt.wbptti.in/

Memo No.- 138/VNGPTTI/2025

Date- 16.06.2025

### NOTICE

It is hereby notified for information of all the trainees of Vidyanagar Govt. P.T.T.I, Dist.- Purba Bardhaman that, in accordance with the directive issued by the Director, S.C.E.R.T., Govt. of W.B Vide Memo No. 588/F.No.639(Pt-II)/SCERT Dated. 03.04.2025 and as per the extant norms & regulations of NCTE & West Bengal Board of Primary Education, it is mandatory for all the trainee-teachers (both deputed and fresher) pursuing the 2-year D.El.Ed Course (Regular/Face-To-Face Mode) to maintain a minimum of 80% attendance in regular scheduled classes/activities including practicum & minimum of 90% attendance in the School Internship.

Therefore, to ensure proper monitoring of daily attendance following the Order of the Director, SCERT, Govt. of W.B mentioned above, two biometric attendance devices have been installed in this Institution & are being put into function from today, i.e. 16/06/2025.

**Accordingly, all the trainees are instructed to note the followings :**

1. Record their attendance daily in time through the installed biometric system which is designated for them at the time of entry/arrival and exit/departure i.e., all the trainee-teachers (both deputed and fresher) will put his finger print in the specified biometric attendance device/machine or keep face in front of the specified device to record his attendance at their arrival daily in the Institute and again when he is departing from the Institute.
2. Times of arrival and departure will strictly adhere to the extant norms & regulations of NCTE.
3. After putting his biometric attendance he will sign physically as usual in the respective attendance gate book also for future backup of the attendance record.
4. All the trainee-teachers are instructed to attend all classes regularly and punctually as per the Academic Weekly Schedule.
5. All the trainee-teachers are instructed to submit leave applications in writing, duly approved as per rules, in case of absence. Otherwise, the absence will be treated as unauthorized.

Strict compliance with the above instruction is expected from all concerned. Non-compliance may lead to adverse consequences, including disqualification from appearing in the respective D.El.Ed P-I/P-II Final Theoretical & Practical Examinations due to shortage of minimum attendance as per extant NCTE norms.

This is issued with the approval of the Competent Authority.

*Bangra Khandu*  
16/06/2025

Lecturer-In-Charge

Vidyanagar Govt. PTTI

Vidyanagar, PurbaBardhaman

Lecturer-in-charge  
Vidyanagar Govt. P.T.T.I.  
Vidyanagar  
Purba Bardhaman

Date- 16.06.2025

Memo No.- 138/1(1)/VNGPTTI/2025

Copy forwarded for favour of your kind information

- 1) The Director, State Council of Educational Research & Training, Department of School Education, 25/3, Ballygunge Circular Road, Kolkata-700019

*Bangra Khandu*  
16/06/2025

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