

CAPE S

6/1
24-5-07



CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION

(Established by the Government of Kerala)

No.E1-983/2007/CAPE /1859

17.05.2007

Review

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24-5-07

CIRCULAR No-04/2007



CAPE-Estt- Issue of experience certificate to the employees instructions reg.

It has come to the notice of this office that there are various kind of discrepancies in the experience/service certificates being issued by the Principals of Engineering Colleges, Medical College, Nursing School and Project Engineer to the employees under their control. As the Director of CAPE is the appointing authority of all employees in various institutions under CAPE and as it is felt that there should be uniformity in the matter of issuing experience/service certificates to the employees, it has been decided that such certificates shall be issued only by the Director of CAPE in future. Request for the same received by the Principals/Project Engineer shall be forwarded to the Director, CAPE with the service details for disposal.

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DIRECTOR

Copy to

1. The Principal, College of Engineering, Perumon
2. The Principal, College of Engineering, Kidangoor
3. The Principal, College of Engineering, Thalassery
4. The Principal, College of Engineering, Thrikaripur
5. The Principal, Co-operative Institute of Technology, Vadakara
6. The Principal, Co-operative Medical College, Kochi
7. The Principal, School of Nursing, CMC, Kochi
8. The Project Engineer, CMC Kochi
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