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Higher Secondary Education  
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**CIRCULAR**

**Circular No.TRO.10/8508/2015/HSE**

**Dated:15.10.2015**

***Sub:-*** RDD-TVPM- Instructions to conduct Tour 2015-16- Higher Secondary Schools- Reg.

***Read:-*** (1) Circular No.Acd,B1/39187/2011 of the Director of Higher Secondary Education dated 28.04.2012  
(2) Circular No.Acd,B1/39187/2012 of the Director of Higher Secondary Education dated 15.11.2012  
(3) GO(MS).51/2007 dated 02.03.2007

Vide circular issued by Director of Higher Secondary Education cited 1<sup>st</sup> and 2<sup>nd</sup> and Government Order cited 3<sup>rd</sup> above it is ordered that a few conditions has to be met by the Principal and PTA for conducting study tour in higher secondary schools.

The Principals are directed to conduct the tour in accordance with the rules in force framed thereto and advised to avoid night journey.

In the above circumstances, the Principal is directed to submit the tour proposal well in advance along with the following documents.

1. Copy of the PTA minutes / report.
2. Itinerary of the journey specifying the time of arrival, stay and departure of all days.
3. Undertaking of the Principal stating that tour is being conducted meeting all the requirements specified in the circulars as cited 1<sup>st</sup> and 2<sup>nd</sup> .
4. The list of students.
5. Name and contact number of escorting teachers.

Sd/-

**REGIONAL DEPUTY DIRECTOR**