



No. 326 /dtd. 2/2/2024  
SCTE(D)-71/2019

To

The Principals,  
All Govt. & Private Polytechnics.

Sub: **Physical Inspection/verification of Polytechnics by QCI Team for ranking of Polytechnics for the year 2023-24 from 19.02.2024 onwards.**

Sir/Madam,

With reference to the subject cited above, this is to inform that Polytechnics have uploaded data/information/documents/photographs/videos etc. relating to various parameters on the portal developed by QCI for ranking of Polytechnics. QCI has completed desktop assessment on the basis of evidences uploaded by those Polytechnics on the Ranking Portal. The QCI Team will conduct physical inspection/verification of the participating Polytechnics from 19.02.2024 onwards (excluding Sundays and Govt. holidays) in order to ensure the authenticity of the data/ information/ documents/ photographs/videos etc. uploaded by the Polytechnics for a fair and error-free ranking.

Hence, the Principals of the participating Polytechnics are requested to strictly adhere to the following guidelines for a smooth physical inspection/verification of their institution by the QCI Team.

1. QCI Team may visit any Polytechnic on any day from 19.02.2024 onwards (excluding Sundays and Govt. holidays). Hence, the Principal will ensure that all the faculties and staff remain present in the institution at the time of physical inspection/verification. However, the Polytechnic will be intimated by QCI about the exact date of physical verification 2 days prior to the actual date of visit.
2. The Principal will extend necessary support/co-operation to the QCI Team at the time of inspection.
3. As QCI Team will verify the authenticity of the data/information/documents/records/videos/photographs etc. uploaded on the Ranking Portal, the Principal will ensure that the records/documents/files etc. containing the source data are made available to the QCI Team for verification.
4. The Principal will facilitate inspection/verification of all the necessary infrastructure facility relating to the requirement of ranking parameters.
5. No request for change of date of visit shall be entertained.

**This may be treated as MOST IMPORTANT.**

Yours faithfully,

  
Secretary

Memo No. 327 /Dt. 2/2/2024

Copy to the Director, NABET-QCI, New Delhi for information & necessary action.

  
Secretary

Memo No. 328 /Dt. 2/2/2024

Copy to the Joint Secretary to Government, SD&TE Department, Odisha, Bhubaneswar for kind information.

  
Secretary