

**State Project Directorate, Samagra Shiksha, Tamil Nadu**

**From**

State Project Director,  
Samagra Shiksha,  
Perasiriyar Anbazhagan Kalvi Valagam,  
College Road, Nungambakkam,  
Chennai – 06.

**To**

The Chief Educational Officer,  
Office of the Chief Educational Officer,  
All districts.

**R.C.No: 3480/A7/New HT Lab/SS/2023, Dated:14.06.2024**

**Madam,**

**Sub:** 2024-25 – Establishment of Hi-Tech Labs – “**Administrator cum Instructor**” by KELTRON – Reg.

**Ref:** 1. Work Order issued to KELTRON, R.C.No: 3480/A7/New HT Lab/SS/2023, 02.05.2024  
2. Online Meeting conducted for All APOs and DCs (ICT) on 07.06.2024

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With reference cited first above, Administrators cum Instructors have been placed in schools by KELTRON. For smooth functioning of Hi-Tech labs, KELTRON is going to provide training for 3 days for their Administrators cum Instructors from 19.06.2024 to 21.06.2024 who have been placed by them.

In this regard, it is informed to select the venues for the above mentioned training in and around the headquarter or as per your convenience and to inform the same to the selected Administrators cum Instructors once the training venue is confirmed through the Headmasters concerned. The training expenditure will be met out by KELTRON only.

*[Handwritten Signature]*  
**State Project Director**  
*[Handwritten Date]*  
14.06.24