

**Manual 14**  
**Information available in an electronic form**  
**[Section 4(1)(b)(xiv)]**

**DETAILS OF INFORMATION**

S.NO.	Activities for which electronic data available	Nature of information available	Can it be shared with public	Is it available on website or is being used as back end data base.
1.	Transfer/Posting	Name, Designation, Residential Address, Academic Qualification of Assistant Teachers, Trained Graduate Teachers, Post Graduate Teachers, Vice Principals, Principals, Dy. Education Officers, Science Counsellors	No	Available in website but restricted
2.	Employee Attendance	Online marking of attendance of all employees	No	Yes
3.	Circulars	All circulars issued by department from time to time	Yes	Yes
4.	Seniority List of Teaching staff	Seniority of all teachers	Yes	Yes
5.	Tender	Various tenders issued from Caretaking branch and CEP branch	Yes	Yes
6.	Telephone Directory	Directory of Name and Address of all officers	Yes	Yes
7.	Vacancy Position	Vacancy of various posts in all schools	No	Restricted