

**No.A.25019/2/2024-DSE(Estt)**  
**GOVERNMENT OF MIZORAM**  
**DIRECTORATE OF SCHOOL EDUCATION**  
*Education Centre, Treasury Square, Aizawl – 796001*  
*Phone – 0389-2326233 Whatsapp -8798068977/8837251432 E-mail: dirsemz@gmail.com*

---

*Dated Aizawl, the 7<sup>th</sup> January, 2025*

**CIRCULAR**

General Administration Department, Govt. of Mizoram, Office Memorandum No.C.31015/6/2024-GAD, Dated 14.11.2024 leh Ni 29.11.2024 a Review Meeting on Implementation of KAI App thuchhuak angin heng a hnuai mite hi Directorate of School Education hnuai Officer leh Staff zawng zawngin zawm theuh tur a ni e.

1. Ni 15.01.2025 (Wednesday) ral hma in **KAI App** ah in register vek tur a ni.
2. Ni 15.01.2025 hnulamah chuan KAI App chauh hi hman tawh tur a ni a, Attendance Register hman kher a ngai tawh lo.
3. Kar khat chhunga vawi 3 leh a aia tam tlai te chu ½ day CL cut tur a ni a, thlakhat chhunga average-a kar tin vawi 2 tlai te chu **Habitual Late** anga ngaih an ni bawkwang.
4. Official Duty(Meetings/Tour/Inspection etc) avanga tlai te leh Leave la ten App through in **Appeal** submit tur a ni. Appeal thiam lo chuan Technical Manager Pu Lalrozuala hnenah in report tur a ni.
5. Internet/Server down leh Technical Problem avanga KAI App a Scan thei lo te chuan mahni Section Officer te hriatpuina in Appeal siam tur a ni,
6. Phone chhia/Bo etc avanga Scan thei lo/appeal thei si lo te chhinchhiahna tur hi Section tin a Supervising Officer ten ruahmanna siam tur a ni.

**Sd/-ANGELA ZOTHANPUII**

Director

School Education

Mizoram : Aizawl

**Memo No. A.25019/2/2024-DSE(Estt) : Dated Aizawl, the 7<sup>th</sup> January, 2025.**

*Copy to:-*

- 1) All Officers & Staff for information and strict compliance.
- 2) Guard file.

*Mails 7/1/25*  
**(ROSY LALFAKZUALI SAILO)**  
Deputy Director(Admn)  
Directorate of School Education  
Mizoram : Aizawl