



ABSTRACT

School Education - Sarva Shiksha Abhiyan - Filling up of 16549 Part-time instructors to Government schools for Standard VI to VIII- Procedure of selection – Orders issued.

School Education(C2) Department

G.O.(MS) No.177

Dated:11.11.2011

Read:

From the Principal Secretary/ State Project Director,
Sarva Shiksha Abhiyan D.O.Letter No.1115/A5/SSA/2011
dated 24.10.2011 and 9.11.2011

ORDER:-

The Principal Secretary/ State Project Director, Sarva Shiksha Abhiyan has stated that in the Project Approval Board held for approving the supplementary Annual Work Plan & Budget 2010-11 in the context of Right of Children to Free and Compulsory Education (RTE) provisions, 16549 Part-time instructors have been sanctioned for Tamil Nadu. Of these posts, 5253 Part-time instructor posts for Art Education, 5392 posts for Health and Physical Education and 5904 posts for Work Education have been sanctioned for Standard VI to VIII in Government schools where admission of children is more than one hundred.

2. In this connection, the Principal Secretary / State Project Director, Sarva Shiksha Abhiyan has submitted proposals for filling up of 16549 Part-time instructors to Government schools for Standard VI to VIII.

3. The Government have examined the proposals of the Principal Secretary / State Project Director, Sarva Shiksha Abhiyan carefully and approved the recruitment process for the appointment of the 16549 Part-time instructors to Government schools for Standard VI to VIII.

1. Guidelines for recruitment.

The selection will be made in district level.

- A committee is constituted as follows:
 - Chief Educational Officer – Chairperson
 - Chief Educational Officer (SSA) – Member Secretary
 - District Elementary Educational Officer

- District level officer from the district in Health and Physical Education - Specialist concerned for Part Time teacher being selected.
 - District level Specialist in Art Education – Specialist concurrence for Part Time teacher being selected.
 - District level Specialist for respective work Education – Specialist concerned for Part Time teacher being selected in Music, (Vocal and Instrumental) Sewing, Horticulture, Life skill & communication skill, Masonry & Computer Application etc.
- Chief Educational Officers for High and Higher Secondary Schools and District Elementary Educational Officers for Upper Primary schools will be the appointing authorities.
 - Applications for the Part-time teachers to be called for through dailies, media by making wide publicity and also from Employment Exchange.
 - The salary of the Part-time instructors will be Rs.5000 per month
 - The selection of candidates is to be made based on an interview conducted by the Committee.
 - Preference is to be given to the higher qualified candidate in respective trades and fields such as Bachelor's degree where Diploma are also considered.
 - Subject to merit being equal, local area candidate and women candidate may be given priority in the selection.
 - 10% of candidates may also be selected and kept as waiting list. The life of the list may be for one year or till next selection, whichever is earlier.
 - Selection list should be displayed in the Chief Educational Officer's Office notice board and in the Education Department website immediately.
 - All the procedures of the selection should be recorded in a separate register and signed by all members and should be kept in safe custody with all the relevant records.

2. Information to be recorded in the appointment orders.

- The appointment of Part-time instructors are purely temporary till the completion of the project period.
- The services of the Part-time instructors will be terminated without any notice if not required.
- Except gazetted holidays and Sundays no leave is eligible during period of service for candidates appointed as part-time instructors.
- No increment is eligible during the period of service.
- Considering the quantum of salary fixed and the work in schools Part Time Vocational Instructors now proposed to be selected should be allotted a minimum of 9 hrs of duty per week i.e., ½ working day in 3 days per week either 9.30 – 12.30 p.m. or 2 to 5.00 p.m. to be fixed by Head of the Institution. Due time table to be formed and given to them well in advance. Part Time Instructors are to work with the children after the school hours like other teachers also following the time schedule given by the Head Masters.
- The incumbents selected may be exempted from attending school during examination and should be asked to compensate by attending the school instead on Holidays i.e., Quarterly, Half yearly and Annual summer vacation to train the children.
- Salaries will be paid to the Part Time Instructors through Village Education Committee (VEC) proportionally after deducting the salaries for the days to which he / she is absent from duty. Proper attendance register should be maintained in the school.

3. Utilization of the services of selected incumbents in schools as Part-time instructors.

- Amount for salary may be released by District Project Co-ordinator (DPC), Sarva Shiksha Abhiyan directly to Village Education Committee account every month following the usual procedure. Head Master of the concerned schools is to draw the salary from Village Education Committee account and pay the salary to them after getting proper acquittance deducting the proportionate salary for the days of absence. The deducted amount should be returned to District Project Co-ordinator then and there.
- A profile / personnel file to be maintained for each Part-Time Instructor by the Head of office in which the date of joining, personnel data, work done, the performance of the work etc., will be recorded in every month and kept with the Head of office. This should be reviewed

during the payment of salary in the succeeding month by the Village Education Committee.

- The services of the selected Part-Time Instructors may be utilized for maximum 4 schools (nearby) where there is short of selected candidates available. In this case, the Part-time Instructors may be paid for all the 4 schools and in all the 4 schools they should be asked to serve for 3 half days.

4. The Director of School Education and Director of Elementary Education are directed to take necessary action in this regard.

(BY ORDER OF THE GOVERNOR)

T.S.SRIDHAR,
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT.

To
The Principal Secretary/State Project Director,
Sarva Siksha Abhiyan, Chennai-6.
The Director of School Education, Chennai-6.
The Director of Elementary Education, Chennai-6.
The Director of Teacher Education Research and Training, Chennai-6.
The Accountant General, Chennai 18.
The Pay and Accounts Officer, Chennai 18.
The Director of Treasuries and Accounts, Chennai-15.
All Collectors.
All District Treasuries.

Copy to :
Hon'ble Chief Minister's Office, Chennai 9.
The Personal Assistant to Hon'ble Minister for School Education, Chennai-9
SC/SF.

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SECTION OFFICER