

See  
10/1/19

D.J. Sir  
A. Banerjee  
20/1/19

20  
4/1/19

Government of West Bengal  
Directorate of School Education  
Bikash Bhawan, 7<sup>th</sup> Floor, Salt Lake, Kolkata-700091.

Memo No. 1613-Sc/S

Kolkata, the 19/12/2018

From : Commissioner of School Education,  
West Bengal.

To: The District Inspector of Schools  
Secondary Education, Siliguri  
Alo Bhavan, Nandalal Basu Sarani,  
Collegepara Siliguri, PIN: 734101.

Received but  
Content not checked  
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4/1/19  
for District Inspector of Schools (SE)  
Siliguri

Sub: Permission for appointment of Guest Teacher & Night Guard in Phansidewa Govt. Model School in terms of Memo. No.-11-SE(S)/3S-28/2009 dated 03.01.2012, 4(2)-sse/13 dated 01.01.2013. & 47-JS(PM&PI)/SED/Secy./2013 dated 29.10.2013 issued by SED, WB.

Ref: His office memo no. 152/H/S dt. 17.06.2018.

In inviting a reference to the subject captioned above, the undersigned is directed to permit him to appoint Guest Teacher & Non-Teaching staff in newly opened Phansidewa Govt. Model School and that is why, as per statutory norms he is permitted for engagement of 07 (seven) Guest Teachers of each subject viz. Bengali, English, Mathematics, Physical Science, Life Science, History & Geography and Non-Teaching staff: Group-C 01 (one), Group-D 02 (two) including 01 (one) Night Guard & Part time Sweeper- 01 (one) on purely contractual & temporary basis to operationalize the school. The teachers other than Bengali with English Medium back ground will be given preference. The eligibility criteria of the Guest Teachers for their engagement is as follows:

- i) The retired Teacher/Lady teacher should be physically fit and mentally alert to discharge the duties of Guest Teacher in the school in which he/she would be engaged full time for 6 (six) days in a week during school hours and to perform related duties like invigilator, scrutiny of answer scripts of tests.
- ii) Teachers who have been made to retire compulsorily as punishment or voluntarily due to illness or for other type of incapacity or have been charged/ convicted of moral turpitude of for any criminal offence could not be considered for such engagement.
- iii) Retired teachers from the Govt. aided schools may be considered on ad-hoc basis if the required eligible retired Govt. School teachers are not available.
- iv) Preference will be given to teachers who have retired from the schools within the concerned district.

The engagement should be up to six months or until regular teachers join the post in the schools whichever is earlier. No Guest teacher/Non teaching staff will be allowed to continue beyond 65 years of age. Engagement may be renewable beyond six months if the regular teachers do not fill the post.

The remuneration of the Guest teacher/ Non teaching staff may be fixed as follows:  
Basic Pay (including Grade Pay) on the date as superannuation plus dearness allowance admissible on the date of engagement in the re-employed service minus sum total of basic pension before commutation and dearness relief as admissible on basic pension on the date of engagement as a re-employed pensioner. He/ She will draw pension relief as usual. In case of part time sweeper, the remuneration may be fixed as per Govt. norms for daily allowance with 'no work no pay'.

Regular sweeping of School should be arranged either by engagement of Part Time sweeper or self-help group or any agency on fixed remuneration.

**Selection committee:**

Selection of Retired Teachers and non-teaching staff to be engaged in the model school will be done by a district level Selection Committee consisting of:

- |      |  |                   |
|------|--|-------------------|
| i)   | District Magistrate or his/her representative not below the rank of SDO – Chairman |                   |
| ii)  | District Inspector of Schools'(Secondary Education)                                | - Member Convener |
| iii) | Headmaster/ Headmistress of the Govt. School<br>(if any) of the concerned district | - Member/s        |
| iv)  | B.D.O. of the concerned Block  | - Member          |
| v)   | D.P.O., SSA  | - Member          |

**Procedure of Selection:**

- i) Concerned D.I./S' (SE) will act as the Nodal officer.
- ii) District Magistrate will arrange for publishing such a detailed vacancy list in each Model School showing the eligibility criteria, terms and conditions, remuneration last date of application received as well as the name and location of Model School with advertisement in local dailies. The applications for engagement are to be addressed to the D.I./S'(SE) concerned directly along with testimonials.
- iii) The walk-in-interview should be held at the district and no T.A/D.A will be paid for the purpose.
- iv) After interview candidates recommended for selection should be sent to The Commissioner of School Education West Bengal.
- v) The Commissioner of School Education will then issue the appointment letters.

Besides this, he is also requested to take over the possession of the school building already finished along with the school campus as early as possible to operationalize the said institution accordingly.

(Dr. Saumitra Mohan, IAS)  
Commissioner of School Education,  
West Bengal.