

No. EDN-H(19)B(1)-1/2012-PTA-Gen.

Directorate of Higher Education

Himachal Pradesh

Tel: 0177-2656621, Fax No. : 0177-2812882, 2811247

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Dated :Shimla -171001

15<sup>th</sup> January, 2015

**OFFICE ORDER**

In pursuance to the decision taken by the Govt. and further conveyed by the Principal Secretary (Education) to the Govt. of Himachal Pradesh vide letter No. EDN-A-Kha(7)6/2012 dated 16<sup>th</sup> August, 2013, clarification dated 24.05.2014, 02.01.2015 & instructions vide letter No. EDN-A-Kha(7)-6/2012- dated 03.01.2015 and as per the record made available by the Principal concerned and on the recommendations of Screening Committee constituted at the Directorate level, the services of the following Post Graduate Teachers who were engaged/ provided by the PTA under Grant-in-Aid Rules-2006 in different subjects in Govt. Sr. Sec. Schools in H.P. against the sanctioned post and have completed seven years of continuous services as on 31.12.2014 after considering the permissible/specified absence as per the instruction issued on 03.01.2015, are hereby taken over **purely on Contract basis as PGT in relevant subjects** on the salary of minimum Pay Band (Rs. 10300/-) + Grade Pay (Rs 4200/-) per month. The PGTs are directed to report for duties in the respective schools of their present posting where they are already posted within the prescribed time subject to the acceptance and fulfilment of the following terms and conditions:-

**Necessary directions for DDOs/Controlling officers/Principals before signing the agreement with the teacher:-**

- (1) **The services of only those PTA provided Lecturers under Grant-in-Aid have been taken over as PGTs who have put in seven years of continuous service on 31.12.2014. However while reckoning seven years continuous service the absence period due to the reasons mentioned below not be considered as break:-**
  - (a) **Absence priod for doing B.Ed. or any higher qualification exams required to fulfil R&P Rules i.e. improvement in the subject concerned etc.**
  - (b) **Maternity Leave availed upto 84 days or 168 days (two separate spells of Maternity Leave).**
  - (c) **Absence period on medical grounds (Medical certificate of that particular time only be checked).**
  - (d) **Other than the above a period of maximum 42 days of absence on account of other reasons.**
- (2) **If there is any break beyond the insrtuctions at Sr. No. (1) in the continuity of service on any account in respect of the PGT concerned, if so found the matter may be brought to the notice of this Directorate immediately (while deciding this period, unauthorised absence beyond the details given above be taken into consideration).**
- (3) **It may be ensure that the PTA-GIA has acquired B.Ed. degree from the recongnized University.**
- (4) **It may be ensured that no enquiry/vigilance case is pending against the candidate concerned.**

Sr. No.	Name of the candidate	Subject	Name of the School presently posted	Name of District	Category	Date of Birth	Date of initial engagement on PTA-GIA basis
1	2	3	4	5	6	7	8
1	Monika Sharma	Eng	Saloo	BLP	Gen	21.01.1977	07.09.2007
2	Lalita Kumari	Hindi	Tambol	BLP	Gen	01.11.1974	22.09.2007
3	Shaista Khanam	Eng	Panjgain	BLP	Gen	22.01.1981	11.09.2006

4	Vanita Sharma	Hindi	Shikroha	BLP	Gen	21.03.1979	21.09.2007
5	Renuka	Chem	Namhol	BLP	Gen	08.02.1983	05.09.2007
6	Naresh Kumar	Pol.Sc.	Tambol	BLP	Gen	13.10.80	03.10.06
7	Anjana	Hist	Gehrwin	BLP	Gen.	04.09.78	19.06.06
8	Manju	Pol.Sc.	Jajjakothi	CBA	Gen	15.05.1978	24.09.2007
9	Sanjeev Kumar	Maths	Kuther	CBA	Gen	09.06.1978	10.08.2007
10	Dheeraj Singh	Geo	Loh Tikri	CBA	Gen	19.07.1982	08.07.2007
11	Bhim Raj	Skt	Biaragarh	CBA	ST	01.06.1982	08.08.2007
12	Sandeep Kumar	Pol.Sc.	Biaragarh	CBA	Gen	03.06.1980	09.12.2007
13	Rita Kumari	Bio	Killar	CBA	ST	09.10.1978	08.07.2007
14	Sona	Hindi	Bakani	CBA	Gen	01.04.73	29.06.06
15	Bhopinder	Hist	Bakani	CBA	ST	28.04.78	29.06.06
16	Pinki Kumari	Eng	Bakani	CBA	Gen	08.08.75	29.06.06
17	Seema	Pol.Sc.	Mail	CBA	Gen	23.06.79	29.11.06
18	Sarika Devi	Hist	Mail	CBA	Gen	09.04.80	23.10.06
19	Rita Kumari	Hindi	Dharwas	CBA	ST	01.09.79	09.10.07
20	Pritam Chand	Comm	Bharmour	CBA	Gen.	26.09.71	15.9.06
21	Balwan Singh	Eco	Tundi (CBA)	CBA	Gen	01.02.77	29.06.06
22	Vinakshi Rathore	Eng	Baggi (CBA)	CBA	Gen	16.11.78	06.01.06
23	Ghinder Singh	Pol.Sc.	Baggi (CBA)	CBA	Gen	02.11.72	30.05.06
24	Balak Ram	Maths	Baggi	CBA	Gen.	30.08.75	30.5.06
25	Jagdish Kumar	Pol.Sc.	Himgiri	CBA	ST	18.12.74	14.07.04
26	Nandni Kumari	Hist	Malal	CBA	Gen.	02.01.73	23.10.06
27	Anita Kumari	Hindi	Telka	CBA	Gen	21.03.79	01.06.06
28	Pankaj Kumar	Pol.Sc.	Bakani	CBA	Gen	13.05.73	29.06.06
29	Shrestha Devi	Comm	Sanahi	HMR	Gen.	06.09.79	25.08.07
30	Mohinder Singh	Hindi	Bijhari	HMR	Gen.	02.01.70	06.06.06
31	Madhu Bala	Pol.Sc.	Kakriar	HMR	Gen.	27.04.73	02.09.06
32	Poonam	Socio	Pohanj	HMR	Gen.	11.12.77	18.09.06
33	Ajeet Paul	Eng	Tingret	L&S	ST	25.02.72	01.11.2006
34	Mahender Singh	Pol.Sc.	Tingret	L&S	ST	03.01.76	01.11.2006
35	Kishan Lal	Hist	Tingret	L&S	ST	08.04.77	01.11.2006
36	Surinder	Eco	Gondhla	L&S	ST	15.04.78	12.07.2006
37	Surender Kumar	Pol.Sc.	Gondhla	L&S	ST	01.06.77	12.07.2006
38	Gur Dei	Hindi	Tindi	L&S	ST	17.11.72	15.06.2007
39	Kishan Lal	Eco	Tindi	L&S	ST	22.04.70	15.06.2007
40	Lobzang Namguil	Eco	Hansa	KNR	ST	05.01.79	21.12.05
41	Prem Lamo	Eco	Moorang	KNR	ST	27.03.78	09.06.06
42	Saraswati Devi	Music	Urni	KNR	ST	25.08.79	17.09.2005
43	Neelam Kumari	Eco	Kandi	KGR	OBC	03.04.78	23.10.06
44	Hans Raj	Maths	Lambagaon	KGR	Gen	02.11.74	24.05.06
45	Minakshi	Hindi	Jassur	KGR	Gen	04.03.77	12.12.06
46	Neelam Kumari	Maths	Silh	KGR	Gen	27.09.1982	01.12.2006
47	Aruna Kumari	Comm	Fatehpur	KGR	Gen	11.11.1973	01.09.2006

48	Kulvinder Singh	Pol.Sc.	Darini	KGR	OBC	12.07.1975	01.11.2006
49	Rakesh Kumar	Eng	Shahpur	KGR	Gen	29.12.1976	26.10.2006
50	Neelam Devi	H.Sc.	Dehra	KGR	ST	12.06.1978	30.09.2006
51	Jagdeepak Chand	Eco	Lambagaon	KGR	Gen	06.03.78	29.06.06
52	Ankita Sharma	Bio	Lahru	KGR	Gen	17.02.1984	21.09.2007
53	Ganesh Sharma	Skt	Paisa	KGR	Gen	30.10.67	10.10.06
54	Vijay Kumar	Hist	Paisa	KGR	Gen	20.05.78	10.10.06
55	Naresh Kumar	Eng	Pinni	KLU	SC	10.01.70	27.09.06
56	Indu Thakur	Hindi	Deogi	KLU	Gen	6.11.79	07.06.04
57	Hem Chand	Hist	Deogi	KLU	Gen	13.01.73	07.06.04
58	Param Dev	Pol.Sc.	Pinni	KLU	SC	08.06.75	27.09.06
59	Hem Raj	Eco	Pinni	KLU	Gen	16.04.78	27.9.06
60	Khem Chand	Hindi	Balu	MND	Gen	02.10.79	03.10.06
61	Surinder Pal	Eng	Soma Kothi	MND	Gen	16.09.73	09.10.06
62	Urmila Devi	Eng	Nauhli	MND	Gen	17.12.78	22.05.06
63	Hari Singh	Pol.Sc.	Syanj Bagra	MND	Gen	04.03.74	05.06.06
64	Prem Kumar	Eng	Syanj Bagra	MND	Gen	21.10.76	19.04.05
65	Rattan Singh	Eng	Seri Banglow	MND	Gen	27.10.81	29.06.06
66	Krishna Devi	Hist	Dhar	MND	Gen	02.04.73	23.08.06
67	Raj Kumar	Hist	Golwan	MND	Gen	10.09.69	04.09.06
68	Anju Devi	Eng	Golwan	MND	Gen	13.10.76	04.09.06
69	Raj Kumar	Eng	Chowk	MND	SC	22.04.75	05.10.06
70	Om Prakash	Maths	Chowk	MND	Gen	01.01.74	05.10.06
71	Lalita Kumari	Pol.Sc.	Chowk	MND	Gen	26.03.76	26.10.06
72	Sarla Devi	SKT	Chowk	MND	Gen	06.08.76	16.11.06
73	Nek Chand	Pol.Sc.	Behli	MND	Gen	16.04.76	16.10.06
74	Rishi Kumar	Chem	Thona	MND	Gen	05.07.78	18.09.06
75	Santosh Kumari	Socio	Gurkotha	MND	Gen	24.03.72	09.10.07
76	Lajja Kumari	Eco	Passa Kot (Barot)	MND	Gen	12.02.1978	21.09.2007
77	Devi Singh	Pol.Sc.	Batheri	MND	Gen	25.08.1981	14.05.2007
78	Devi Singh	Geo	Karsog	MND	ST	24.11.1979	10.10.2007
79	Umesh Kumar	Eng	Shakra	MND	SC	21.03.1980	06.10.2007
80	Shamsher Singh	Hist	Kot Hatli	MND	Gen	29.06.1971	29.09.2007
81	Nisha Thakur	Pol.Sc.	Kot Hatli	MND	Gen	02.06.1979	29.06.2007
82	Leena Devi	Comm	Kot Hatli	MND	Gen	09.01.1976	05.10.2007
83	Naresh Kumar	Eng	Ahju	MND	Gen	20.10.1979	21.09.2007
84	Manju Bala Guleria	Hindi	Ahju	MND	Gen	29.05.1975	21.09.2007
85	Suresh Kumar	Comm	Gurkotha	MND	Gen.	24.04.79	06.10.07
86	Vijender Singh	Maths	Diggall	SLN	Gen	23.06.1982	18.09.2007
87	Sunita Devi	Comm	Diggall	SLN	Gen	14.07.1979	24.09.2007
88	Saroj Kumari	Hist	Bhumti	SLN	Gen	09.03.1978	30.08.2007
89	Kshma Bhardwaj	Eng	Chandi (Arki)	SLN	Gen	05.04.1981	06.10.2007
90	Mamta	Hist	Baddi	SLN	Gen	20.09.80	13.09.06

91	Satish Kumar	Maths	Baghi	SML	Gen.	07.12.1972	07.09.2007
92	Arti Sareen	Eco	Baghi	SML	Gen.	30.11.1975	07.08.2007
93	Sunil Dutt	Eng	Baghi	SML	ST	13.08.1976	08.10.2007
94	Kamlesh Sharma	Comm	Ruslah	SML	Gen	01.11.1980	24.07.2007
95	Pramesh Kumar	Pol.Sc.	Ruslah	SML	Gen	12.01.1977	24.07.2007
96	Rakesh Dafraik	Eco	Ruslah	SML	Gen	12.06.1982	24.07.2007
97	Punam Chauhan	Hindi	Ram Nagar	SML	Gen.	15.02.1981	14.09.2007
98	Ajay Kalia	Comm	Gaunth	SML	Gen.	26.01.1973	08.10.2007
99	Jeewan Singh	Pol.Sc.	Pekha	SML	Gen.	17.03.1983	26.09.2007
100	Aishvarya Thakur	Bio	Khaneti Sadoch	SML	Gen	03.12.1979	07.08.2007
101	Punam Bhardwaj	Hindi	Kotgarh	SML	Gen	02.07.1973	08.05.2007
102	Rajinder Singh	Comm	Shilla	SML	Gen.	23.04.1978	23.07.2007
103	Swaran Lata	Eng	Sholi	SML	Gen.	19.01.1975	15.05.2007
104	Nandani Rathour	Eng	Ratnari	SML	Gen	30.04.1980	24.09.2007
105	Anuranjani	Hist	Ratnari	SML	Gen	06.08.1981	08.10.2007
106	Prabhat Kiran	Pol.Sc.	Basadhar	SML	Gen	21.01.1980	03.08.2007
107	Layak Ram Thakur	Eng	Irra	SML	Gen.	10.07.1971	14.08.2007
108	Rubina	Eng	Kedi	SML	Gen.	17.12.1980	07.05.2007
109	Anita Devi	Eco	Malendi	SML	Gen.	14.06.1973	07.08.2007
110	Girja	Socio	Kinnu	SML	Gen.	10.09.75	28.08.07
111	Maina	Hist	Kinnu	SML	ST	27.03.1975	28.08.2007
112	Rama Chandel	Hindi	Ruslah	SML	Gen	03.03.1974	24.07.2007
113	Kiran Thakur	Pol.Sc.	Kalbog	SML	Gen	29.12.1982	17.09.2007
114	Sandeep Kumar	Geo	Duttanagar	SML	Gen.	01.01.81	29.06.07
115	Sushma Gupta	Socio	Bahali	SML	Gen.	14.10.74	29.06.07
116	Virender Kumar	Comm	Dhar-Gaura	SML	ST	11.07.72	29.06.06
117	Archana Chauhan	Eng	Kiari	SML	Gen.	15.12.79	11.09.06
118	Balwant Singh	Eco	Mandal	SML	Gen.	05.11.74	29.06.06
119	Mukesh Kumar	Skt	Rathal	SML	Gen.	12.10.76	27.09.06
120	Kusum Lata	Hist	Kutara	SML	Gen	19.06.69	16.10.06
121	Surat Singh Chauhan	Socio	Maneoti	SML	Gen	05.11.72	01.11.06
122	Sunanda Sood	Pol.Sc.	Nogli	SML	Gen	11.02.73	12.12.06
123	Dalip Singh	Hist	Bagain	SML	Gen	02.04.77	15.11.06
124	Anjana	Eng	Bagthan	SMR	Gen	31.01.1977	25.09.2007
125	Monika Kaushik	Chem	Kafota	SMR	Gen	03.12.1982	24.09.2007
126	Nisha Kumari	Pol.Sc.	Shargaon	SMR	SC	07.03.1971	09.08.2007
127	Shalini sharma	Chem	Surla	SMR	Gen	26.07.1975	10.10.2007
128	Pooja Devi	Pol.Sc.	Kujji	SMR	Gen	10.05.1981	22.09.2007
129	Suman Bhandari	Hist	Kujji	SMR	Gen	25.05.1982	25.09.2007

130	Santosh Chauhan	Hindi	Banore	SMR	Gen	19.10.78	05.09.06
131	Rosi Verma	Maths	Bharog Baneri	SMR	Gen	12.04.82	12.09.06
132	Rakesh Kumar	Pol.Sc.	Kamrau	SMR	Gen	05.01.78	01.01.06
133	Monika	Pol.Sc.	Panjawar	Una	Gen	30.03.1975	15.09.2006
134	Varsha Devi	Hist	Takoli	Una	SC	15.08.1979	17.11.2004
135	Banita Sharma	Bio	Takoli	Una	Gen	22.08.1980	20.06.2006
136	Rozi Bala	Hindi	Kuthar Kalan	Una	Gen (Ph. H.)	01.11.1980	9.10.2007
137	Vivek sheel	Comm	Piploo	Una	Gen	20.5.1977	1.10.2007
138	Kamaljit Kaur	Physics	Dehlan	Una	OBC	08.9.1979	22.9.2007
139	Monika Thakur	Bio	Ambota	Una	Gen	8.6.1982	5.2.2007
140	Ranju Rani	Hindi	Lohara	Una	Gen	27.03.75	28.09.05


**Terms and conditions:-**

1. Since the Appointment is being given **purely on contract basis**, the Appointee will have to execute a bond on the judicial paper with the Principal of concerned school, on behalf of Director Higher Education where he/she is taken over that he/she has carefully gone through the conditions of the contract appointment and the conditions imposed are acceptable to him/her. The joining report will be accepted only after the execution of the requisite bond between the Head of Institution and the appointee as per annexure 'A'.
2. It will be the personal responsibility of the Principal to inform this Directorate regarding joining of the concerned PGT.
3. That the educational and professional qualifications possessed by the candidate will be the same as prescribed by the Department for the post at the time of entry to the grade /post. The Head of the School will also ensure that the educational and professional qualification possessed by the candidate is from a recognized University and in case of non fulfilment of requisite qualification the matter will be brought to the notice of Directorate where upon the services shall be terminated without assigning any further reasons. Relevant documents of PGT being appointed under reserve categories may also be verified and if the verification reveals that the claim to belong to reserve categories, as the case may be is false, similar procedure shall be followed as in case General category candidate. All necessary verification to this effect is to be made by the Head of the concerned school at the time of his joining. Duly attested copies of certificates be kept in the Office for record.
4. The appointee is liable to serve in any part of the State as per the administrative requirements of the Department and shall have to serve at least one term in the Tribal/Difficult areas. If posted in non Tribal /Non-Difficult area, he / she shall be posted at any time in Tribal /Difficult areas as per the administrative requirements of the Department.
5. The contractual appointee will be paid fixed contractual amount @ Rs. 14500/- per month (which shall be equal to minimum of pay band + grade Pay). The Contract appointee will be entitled for annual increase in contractual amount (3% of the minimum of pay Band + Grade Pay) as Annual increase in contractual emoluments for the subsequent year (s) will be allowed if contract is extended beyond one year.
6. The Contract will be renewed on year to year basis by the Principal of concerned school on behalf of the Director Higher Education subject to good performance and good conduct.
7. The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance / conduct of the contract appointee is not found satisfactory.
8. Contractual PGT will be entitled for one day casual leave after putting one month service. However the contract employee will also be entitled for 16 weeks Maternity leave, 10 days Medical Leave and five days special leave. He/ She shall not be entitled for Medical Reimbursement and LTC etc. No leave of any other kind except above is admissible to the contractual employee. However un availed casual leave and Medical leave can be accumulated to the calendar year and will not be carried forward for the next calendar year.
9. Unauthorized absence from the duty without the approval of the controlling authority shall automatically lead to the termination of the contract. Contractual PGT (Name of the post) will not be entitled for contractual amount for the period of absence from duty.
10. An official appointed on contract basis who have completed three years of service as such at one place of posting will be eligible for Transfer on need based wherever required on Administrative grounds except as stated in terms and conditions at number 4.

- 11 Selected candidate will have to submit a certificate of his/her fitness from a Government Medical Officer. Women candidate pregnant beyond 12 weeks will stand temporarily unfit till the confinement is over. Such women candidate will be allowed to join upon fitness certificate from an Government Medical Officer.
- 12 Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular officials at the minimum of pay scale.
- 13 Provision of service rules like FR, SR, Leave Rules, GPF Rules & Pension Rules etc. as applicable in case of regular employee will not be applicable to contract appointees.
- 14 Contract PGT shall teach those subjects from class 6<sup>th</sup> to 10<sup>th</sup> which they had studied at the Graduation level, in addition to teaching of plus one and two classes of the subjects studied by them at the Post Graduation Level, to enable them to fulfil the minimum norms of teaching in a month (per week). Provided that they shall not be paid salaries for the month to which they have not completed minimum norms of teaching, per week.
- 15 The appointment to the service shall be subject to order regarding reservation in the service for Scheduled Castes /Scheduled Tribes /other Backward Classes /other categories of persons issued by the Himachal Pradesh Government from time to time.
- 16 He/She will have to give a declaration to the effect that He/ She has only living spouse, if married
- 17 He/She will have to take an oath of allegiance /faithfulness to the Constitution of India or making solemn affirmation.
- 18 The appointee (s) should be a bonafide resident of Himachal Pradesh.
- 19 **These orders can be withdrawn any time if anything found contrary to the Govt. Instructions dated 16.08.2013 and 03.01.2015 without any notice.**

If these specific as well as usual terms and conditions are acceptable to the candidate(s), he/she will report for duty at the institution of his/her posting **within 15 days** from the date of issue of these orders along with documents required to be produced as per terms of this order and will execute the requisite bond of contract, failing which the offer of the appointment shall automatically stand cancelled and the candidate will have no right to claim it.

These orders are available on Departmental website i.e. [www.educationhp.org](http://www.educationhp.org)



**Director Higher Education  
Himachal Pradesh  
15<sup>th</sup> Jan., 2015**

Endst. No. Even Dated: Shimla-171001 the ,  
Copy for information and further necessary action to:-

1. The Additional Chief Secretary (Higher Education) to the Govt. of Himachal Pradesh, Shimla-171002.
2. All the Deputy Directors of Higher Education, Himachal Pradesh with the direction that the character and antecedents of the candidates appointed in the schools under his control may be got verified within three months of the date of their joining and reports be sent to this Directorate within 10 days after completion of the scheduled date /time of three months. The intimation of the joining of the candidates in his district may also be sent.
3. The concerned Principals of the schools with the directions that before accepting the joining report of the candidate it may be ensured that a bond on Judicial Paper (in triplicate) is required to be executed between the Head of the institution and the contract appointee as per specimen copy enclosed. Original copy of the bond will be retained in the office of the schools, other copy is to be handed over to the appointee and third copy will be forwarded to this Directorate along with joining report. Their joining will be incomplete if this office has not received aforesaid documents. **The joining of appointee will be treated from the date of signing of the bond:-**
4. The D.A. dealing with seniority/Transfer/Pay fixation matters in the +2 Branch (internal) Directorate of Higher Education with the directions that the separate seniority of the teachers appointed on contract basis be maintained.
5. Individual concerned.
6. The Guard file



**Director Higher Education  
Himachal Pradesh**

**Annexure-“A ”**

**Form of contract/ agreement to be executed between the Post Graduate Teacher (Name of the post) and the Government of Himachal Pradesh through Director of Higher Education. (Designation of the Appointing Authority).**

This agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ between Sh./Smt. \_\_\_\_\_ S/O Shri \_\_\_\_\_ R/O \_\_\_\_\_

Contract appointee (hereinafter called the FIRST PARTY), AND The Governor of Himachal Pradesh through Director of Higher Education (Designation of the Appointing Authority)/Head of the Institution i.e. Principal/Headmaster (here-in-after the SECOND PARTY).

Whereas , the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a PGT(Name of the post) on contract basis on the following terms & conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a PGT (Name of the post) for a period of 1 year commencing on day of \_\_\_\_\_ and ending on the day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY with SECOND PARTY shall ipso-facto stand terminated on the last working day i.e on \_\_\_\_\_. And information/ notice shall not be necessary.
2. The contractual amount of the FIRST PARTY will be Rs. 14500/- per month.
3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/ conduct of the contract appointee is not found good or if a regular incumbent is appointed/ posted against the vacancy for which the first party was engaged on contract.
4. The contractual appointment shall not confer any right to incumbent for the regularization of service at any stage.
5. Contractual PGT (Name of the post) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual PGT (Name of the post). He will not be entitled for Medical Reimbursement and L.T.C etc. Only maternity leave will be given as per Rules.
6. Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. A contractual PGT (Name of the post) will not be entitled for contractual amount for the period of absence from duty.
7. Transfer of an official appointed on contract basis will not be permitted from one place to another in any case. An official appointed on contract basis who have completed three years tenure at one place of posting will be eligible for transfer on need basis wherever required on administrative grounds.
8. Selected candidate will have to submit a certificate of his/her fitness from a Government/ Registered Medical Practitioners. In case of Woman candidates pregnant beyond twelve weeks will render her temporarily unfit till the confinement is over. The woman candidate should be re-examined for fitness from an authorized Medical Officer/ Practitioner.
9. Contract appointee will be entitled to TA/DA, if required, to go on tour in connection with his /her official duties at the same rate as applicable to regular counter-part official.
10. The Employees Group Insurance Scheme as well as EPF/GPF will not be applicable to contractual appointee(s).
11. Contract PGT shall teach those subjects from class 6<sup>th</sup> to 10<sup>th</sup> which they had studied at the Graduation level ,in addition to teaching of plus one and two classes of the subjects studied by them at the Post Graduation Level, to enable them to full fill the minimum norms of teaching in a month ( Per week).

Provided that they shall not be paid salaries for the month to which they have not completed minimum norms of teaching, per week.

**WITNESS the FIRST PARTY AND SECOND PARTY have herein to set their hands the day, month and year first, above written**

IN THE PRESENCE OF WITNESS:

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(Name and full address)

(Signature of the FIRST PARTY)

2. 

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(Name and full address)

IN THE PRESENCE OF WITNESS:

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(Name and full address)

(Signature of the SECOND PARTY)

2. 

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(Name and full address)