

**No. EDN-HE(12)B(2)-17/2012-PTA-Part-II**

**Directorate of Higher Education**

**Himachal Pradesh**

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

email:dir.edu@rediffmail.com

Dated : Shimla -171001

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 DPEs who were engaged/ provided by the PTA under Grant-in-Aid Rules-2006 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 instruction issued on 03.01.2015 are hereby taken over **purely on Contract basis as DPE** on the salary of minimum Pay Band (Rs.10300/-) + Grade Pay (Rs.3600/-) per month. The DPEs 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 fulfillment 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 DPEs under Grant-in-Aid have been taken over *who have put in seven years of continuous service on 31.12.2014. However while reckoning seven years continuous service absence period due to the reasons mentioned below not be considered as break:-*
  - (a) Absence period 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 instructions at Sr. No. (1) in the continuity of service on any account in respect of the DPE 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 ensured that no enquiry/vigilance case is pending against the candidate concerned.

Sr. No.	Name of DPE	Present place of posting	Category	Date of Birth	Date of first engagement / hired on PTA basis
1	Arvinder Singh	GSSS Mail, Chamba	Gen	16.10.1975	08.11.2006


**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 DPE.
  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-fulfillment 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 DPE 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. 13900/- 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 DPE 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 DPE (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 No 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. 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.
  15. He/She will have to give a declaration to the effect that He/ She has only living spouse, if married
  16. He/She will have to take an oath of allegiance /faithfulness to the Constitution of India or making solemn affirmation.
  17. The appointee (s) should be a bonafide resident of Himachal Pradesh.
  18. **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.**

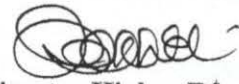
If these specific as well as usual terms and conditions are acceptable to the candidate(s), he/she will report for duty at the institution of his/her posting **within 15 days** from the date of issue of these orders along with documents required to be produced as per terms of this order and will execute 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**  
January, 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. The concerned Deputy Director 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**