

DIRECTORATE OF HIGHER SECONDARY EDUCATION, ODISHA

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From

Shri Raghuram R. Iyer, OAS(SS)
Director

To

The Principals of Government Higher Secondary Schools

Sub: Guidelines for Engagement of Guest Faculty in Government Higher Secondary Schools.

Sir /Madam,

In enclosing here with the guidelines for engagement of Guest faculties in Government Higher Secondary Schools duly approved by the Government in School & Mass Education Department vide letter No. 7118/SME dated 27.03.2023 , I am to say that

1. The advertisement for engagement of Guest teachers will be published in at least one major Odia daily newspaper. The preference in selection will be given as stipulated in the guidelines.
2. The process for engagement of Guest faculties for 2023-24 as per the new guidelines may be initiated soon after receipt of this letter. The selection of all guest faculties must be completed by 15th May 2023.
3. The guest faculties so selected may take classes from the reopening day of the Schools after Summer vacation till closure of Schools for next Summer vacation.
4. The Guest faculties now in position may be allowed to take classes till closure of Schools for Summer vacation 2022-23. Thereafter, all Guest faculties engaged during AY 2022-23 may be disengaged.

Yours faithfully


Director

6/7/23

Guidelines for Engagement of Guest Faculties in Government Higher Secondary Schools.

Sl. No.	Description	Guidelines
1	Tenure	One year from the date of engagement
2	No. of Guest faculties to be engaged	Not more than total existing vacancies vis-a-vis the sanctioned posts For subjects having students enrolment but without sanctioned teaching posts.
3	Preference & Procedure of selection	<p>i. Retired Government College/HSS teachers of same institution having not completed 65 years of age, if their pre-retirement performance was up to mark.</p> <p>ii. Retired teachers of other Government College/HSS not completed 65 years of age. If availability of such retired teachers exceeds the requirement, the Principal will select the most suitable one.</p> <p>iii. Retired teachers of Aided College/HSS having not completed 65 years of age and who were in receipt of GIA from Government. If availability of such retired teachers exceeds the requirement, the Principal will select the most suitable one</p> <p>iv. Fresh candidates will be selected as per merit by following selection procedure given below in the event of non-availability of retired teachers</p>
4	Method of selection of fresh candidates	<p>Selection Committee:</p> <ol style="list-style-type: none"> 1. Principal of HSS- Chairman 2. DEO or his representative 3. One Sr. faculty nominated by Principal 4. One subject expert from same HSS . If there is no teacher in that subject (from nearby Govt. HSS/ Retired Govt. teacher or teacher of nearby non-Govt. Aided HSS /Retired teacher of nearby non-Govt. aided HSS as decided by the Principal)
5	Qualification	<ul style="list-style-type: none"> - Master Degree in concerned subject with at least 50% marks or equivalent grade - B.Ed or equivalent degree from recognized by NCTE, New Delhi. - In case of Non-B.Ed. subjects / Non-availability of B.Ed. candidates, the Master degree will be 40 Marks in Career Marking.



		- (Non-B.Ed. Subjects: Anthropology, Commerce, Education, Geology, Indian Music, Logic/ Philosophy, Psychology, Sociology , Statistics, Home Science and Telgu)	
6	Total Marks	- Career , teaching experience & Computer -85 - Viva voce -15	
7	Career marking		
	Master Degree	20 marks	Marks will be calculated in %. (if candidate secures 80% , it will be calculated as 8/10,16/20,32/40 depending on full marks)
	B.Ed.	20 marks	
	Bachelor Degree	10 marks	
	+2 or equivalent	10 marks	
	HSC or equivalent	10 marks	
	Computer	5 marks	
	Teaching Experience	2 marks for each year of experience subject to maximum-10 marks	
8	Remuneration	Rs.400/- per class / lecturer of 45 minutes duration subject to a ceiling of maximum 50 classes with Rs. 20000/- per month.	
9	Disengagement	- The Guest faculties so engaged can be disengaged by giving one month notice if their performance is unsatisfactory. - Upon joining of regular teachers against the said vacant post.	
10	Undertaking format	Annexure-A	

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TO WHOMSOEVER IT MAY CONCERN

I Shri/Smt./Ms _____ S/D/W/o. _____ aged about _____ years on being engaged as Guest Faculty by Principal, _____ Higher Secondary School, do hereby certify that I fully understand the temporary nature of my engagement as Guest Faculty. Being a temporary engagement, I will not claim for regularization of my services in future.

Place:

Full Signature

Date:

Name:

Witness:

- 1.
- 2.

Seal & Signature of the Principal of the HSS