

No. Acd.C₁/9000/13/HSE

CIRCULAR

Sub: Duties and responsibilities of the Govt. nominee in the selection committee for the recruitment of Higher Secondary School Teachers

- Ref: 1. GO (P) No. 38/2005/G.Edn. Dated: 04/02/2005
2. GO (Rt) No. 192/2011/G.Edn. Dated: 14/09/2011
3. GO (MS) No. 221/2011/G.Edn. Dated: 31/10/2011
4. Circular.No.Acd.C₁/9000/13/HSE Dated: 18.07.2013

As per reference cited 1st, it is stipulated that the appointment to the teaching posts in the Aided Higher Secondary Schools shall be made only on the recommendation of a selection committee comprising the Manager (Chairman), the Principal (Member) and a Govt. officer (Member) not below the rank of Deputy Secretary to the Government /Deputy Collector as Government nominee.

As per Government orders cited as 2nd and 3rd the Government has prescribed conditions for the participation of the Government nominee in the selection committee. But it has come to notice that the Government nominees are ignoring the directions issued by the Government leading to unnecessary litigations and financial burden to the government.

In the above circumstances, the following directions are issued for strict compliance by the officers who are deputed as Govt. nominees to the selection committees constituted by the Aided School Managers for recruiting Higher Secondary School Teachers.

1. Only those officers who are enlisted in the panel of Govt. nominees prepared by the Director, Higher Secondary Education are eligible for attending the selection committees. Selections conducted with any other officer will be rejected as invalid.
2. The officer concerned should attend the selection committee only with the written permission of the Head of his/her department. Separate permission letters should be obtained in duplicate for every single interview as shown in the following pattern. One copy of the original permission letter should be given to the Manager of the school concerned for submission to the Regional Deputy Director along with the proposal for approval of appointment of teachers. Proposals without original permission letter will be rejected as invalid.

“Permission is granted to Sri./Smt.....,(Name, Designation & name of office/department), whose signature is attested below, to act as the govt. nominee on /..... /..... in the selection committee constituted by the Manager, (Name of school) for the selection of teachers to (Name of school)”.

Signature of the Govt. nominee.....

Place.....

Signature of the Head of the Deptt.....

Date.....

Name & Designation.....

(Office seal)

- The Govt. nominee should verify relevant Govt. orders and satisfy himself that the interview is conducted for appointment in the already sanctioned posts for the school. He/She should not attend the interviews for selection of candidates to the posts which is likely to arise/to be created in the school in future.

The Govt. nominee will be held responsible for dragging the govt. and the Director into unnecessary litigations and financial burden on account of erroneous recommendation of candidates for appointment against non-sanctioned posts.

- Government nominee shall ensure that all the conditions as stipulated from Para 1 to 5 in Circular No. Acd.C₁/9000/13/HSE Dated: 18.07.2013, referred 5th, are strictly followed by the Manager.
- The govt. nominee should satisfactorily verify that the candidates possess all the mandatory qualifications for the post of Higher Secondary School Teacher as stipulated under Chapter XXXII of KER and that they have not crossed the eligible upper age limit for selection to the post.
- The govt. nominee shall forward a detailed report on the selection committee with his remarks along with an attested copy of the permission letter issued by the Head of the Department for attending the interview to the Secretary to Govt., General Education, Govt. Secretariat with a copy to the Director of Higher Secondary Education in a sealed cover within two weeks from the date of interview (As per G.O referred 2nd). The report should contain a signed declaration of the govt. nominee as given under. A copy of the of the declaration should be issued to the Manager to be submitted to the RDD along with the proposal for approval of appointment of the teachers. Proposals without the declaration of the govt. nominee will be rejected as invalid.

DECLARATION

“I have satisfactorily verified relevant government orders and ensured that the post(s) for which interview is conducted by me as govt. nominee for selection of teachers to
(Name of school) on...../...../..... has/have been sanctioned by
 the Government as per the GO (Rt) No..... Dated...../created on
 retirement or resignation of Sri./Smt.....on/...../....., and that
 all the candidates who attended interview possessed mandatory qualifications as stipulated
 under Chapter XXXII of KER (Special Rules) and that all of them are under the prescribed age limit
 for selection to the post of Higher Secondary School Teacher.”

Place.....

Signature of the Govt. nominee.....

Date.....

Name and designation


DIRECTOR