

GOVERNMENT OF TELANGANA

**OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
TELANGANA: :HYDERABAD**

Memo No. G1/3847/2013-Vol-II,

Dated: 28.03.2018

Sub:- Technical Education-Establishment – Contract Faculty / Workshop Attendants on Contract Basis and Junior Assistant and Office Subordinates on Outsourcing basis – Guidelines framed – Orders – Issued – Communicated – Regarding.

Ref:- 1. G.O.Rt.No.53, Higher Education (TE) Department, Dated: 20.03.2018.
2. G.O.Rt.No.56, Higher Education (TE) Department, Dated: 27.03.2018.

The G.O.Rt.No.53, Higher Education (TE) Department, Dated: 20.03.2018 and G.O.Rt.No.56, Higher Education (TE) Department, Dated: 27.03.2018, are herewith communicated to concerned for further necessary action in the matter.

**Sd/- NAVIN MITTAL
COMMISSIONER**

To
The RJD TE, Hyderabad
The Secretary, SBTET, Hyderabad
The Joint Collectors of Districts concerned
The OSD, Government Polytechnic, Kosgi
The OSD, Government Polytechnic, Chegunta
The OSD, Government Polytechnic for Women, Jogipet
The OSD, Government Model Residential Polytechnic, Utnoor
The OSD, Government Polytechnic for Women, Pebbair
The OSD, Government Polytechnic, Medchal
The OSD, Government Polytechnic, Vaddepally
The OSD, Government Polytechnic, Navipet
The OSD, Government Polytechnic for Women, Siddipet
The OSD, Government Polytechnic, Nagarjuna Sagar
The OSD, Government Polytechnic, Cheriyal
The Principals of Government Polytechnic Institutions in the State.
Copy
To the DTO / STO / PAO, T.S.,

//F.B.O//

12.8.2018
SUPERINTENDENT

Ramesh
29/03/18

GOVERNMENT OF TELANGANA
ABSTRACT

Technical Education - Government Polytechnics - Engaging Contract Faculty/Workshop Attendants on Contract basis and Junior Assistants and Office Subordinates on Outsourcing basis - Committee Constituted - Guidelines framed - Orders - Issued.

HIGHER EDUCATION (TE) DEPARTMENT

G.O.Rt.No. 53,

Dated:20.03.2018

Read the following:-

- 1.G.O.Rt.No.324, Higher Education (TE) Department, dt.14.11.2017.
- 2.From CTE, TS Lr.No.G1/3847/2013-Vol-II, dt.16.12.2017.
- 3.Govt. Memo No.645/TE/A1/2017, dt.02.01.2018.
- 4.From CTE, TS Lr.No.G1/3847/2013-Vol-II, dt.12.01.2018 & 03.03.2018.

* * *

ORDER:

In the reference 1st read above, the Government have ratified the action taken by the Commissioner of Technical Education (CTE), Telangana State, Hyderabad, in engaging contract / outsourcing staff in the (11) new Government Polytechnics, which were started after 02.06.2014, for the Academic Years, 2014-15, 2015-16 and 2016-17 and accorded permission to the Commissioner of Technical Education, Telangana State, Hyderabad, to engage the staff on contract / outsourcing basis in the (11) new Government Polytechnics for the Academic Year, 2017-18, subject to the issuance of detailed instructions by the Government about the procedure to be followed for engaging the above contract faculty, based on the proposal to be received from the Commissioner of Technical Education.

2. The Commissioner of Technical Education, Telangana State, Hyderabad, vide reference 2nd above has furnished the proposals for framing of Guidelines for engaging Contractual staff in Government Polytechnics, on which further clarifications were requested by the Government in the reference 3rd read above.

3. In the references 4th read above, the CTE has furnished revised proposals. The Government after careful examination of the proposals, of the CTE, received vide references 4th read above, hereby issue the following Guidelines to engage the faculty/staff on contract/outsourcing basis, in Government Polytechnics in the State:-

4. **I.** The Commissioner of Technical Education (CTE), will call for applications for engaging the Faculty / Workshop Attendants on contract basis, through a Press Note in the leading news papers and place the details in the Departmental web site also.

II. The subject wise and Polytechnic wise vacancies of Faculty shall be decided by the CTE. Similarly, the tradewise and Polytechnic wise vacancies of Workshop Attendants shall be decided by the CTE.

(P.T.O.)

III. The selection of the Contract Faculty/Workshop Attendants shall be made by a Four Member Committee comprising the following:-

- a). **Joint Collector of District concerned - Chairman**
- b). **Regional Joint Director of Technical Education - Convenor**
- c). **Principal of the Government Polytechnic concerned – Member**
- d). **Principal of the neighboring Government Polytechnic– Member**

This Committee will scrutinize the applications and assess their eligibility with reference to the procedure described below:

IV. Contract Faculty:

- a) The above Committee shall meet to select Contract Faculty following the Guidelines given below:
 - i)

1	Weightage for aggregate <u>percentage</u> of marks in the qualifying Examination B.E. / B.Tech for Engineering and MSc/MA for Non Engineering	: 75
2	Weightage for Aggregate Marks of higher qualifications M.E / M.Tech for Engineering and PhD for Non Engineering	: 25
TOTAL		: 100

ii) In case of a tie, date of birth should be taken into consideration and the older person should be given priority.

- b) **Qualifications:** Candidate should have First Class Bachelors Degree in appropriate branch of Engineering / Technology in respect of Engineering courses and First Class PG in the subject concerned in respect of Non-Engineering courses. However, 5% relaxation in marks shall be given in respect of SC / ST candidates as prescribed in G.O.Ms.No. 47, Higher Education Department, Dated: 01.03.2000.
- c) Reservation for Scheduled Castes and Scheduled Tribes, Backward Classes, Women, Physically Handicapped etc., shall apply for the vacancies to be filled up on contract basis on par with regular recruitment.
- d) Further, reservation prescribed for locals (Zone) in the ratio of 70:30 is also to be followed.

V. Contract Workshop Attendants:

- a) **Qualifications:** Candidate should possess either of the following qualifications:-

Diploma in Automobile Engg./ Mechanical Engg. OR I.T.I. in relevant trade with minimum one year experience after I.T.I. qualification.

b) Selection Procedure :

- i) For the candidates with the qualification Diploma in Automobile Engg./ Mechanical Engg. OR I.T.I. in relevant trade with minimum one year experience after I.T.I. qualification, the weightage is the same.
 - ii) The selection shall be based on the order of merit based on the aggregate marks secured in the Diploma in Automobile Engg./ Mechanical Engg. OR I.T.I. in relevant trade, with minimum one year experience after I.T.I. qualification.
 - iii) In case of tie, date of birth shall be taken into consideration and the older person shall be given priority.
- c)** Reservation for Scheduled Castes and Scheduled Tribes, Backward Classes, Women, Physically Handicapped etc., shall apply for the vacancies to be filled up on contract basis on par with regular recruitment.
- d)** Further, reservation prescribed for locals (district as a unit of appointment) in the ratio of 80:30 is also to be followed.

VI.

- a) The list of candidates selected as contract Faculty or Workshop Attendants and appointed for a particular Government Polytechnic shall be approved by the Joint Collector of the District concerned, who is nominated as the Chairman, to have transparency in the selections and appointments.
- b) The Regional Joint Director shall issue zone wise / district wise appointments to the candidates selected as Contract Faculty or Workshop Attendants for appointment on Contract basis by the Committee constituted above in Part III.

All the following conditions will apply to the Contract Lecturers and Workshop Attendants :-

VII. Conditions of appointment: The appointment of a person on contract basis shall be made under Rule 9 of A.P. State and Subordinate Service Rules, 1993. The person appointed under sub rule (a) of the said Rule (9) shall not be regarded as a member of the service in which the post to which he/she is appointed, and shall not be entitled by reason, only of such appointment, to any preferential right to any other appointment in that or any other service. The Department or the person appointed may revoke the contractual appointment or discontinue the contract by giving one month's notice in writing on either side. Further, it should be made explicit in the contract that, without further action, discussion, notice, or reference, this contract would automatically cease to operate on lapse of the contract period and both parties will be discharged from their respective obligations and liabilities without any formal or informal communication.

VIII. Tenure: The contractual appointments shall be made for a tenure not exceeding 11 months or last date of the annual examination, whichever is earlier, ordinarily from 1st June of the year to 30th April of the succeeding year. Under no circumstances shall the individual be given any further extension.

(P.T.O.)

IX. Emoluments:

a) Contract Lecturers: The emoluments (consolidated) for these contractual appointments shall be Rs. 40,270 (Rupees Forty Thousand, Two Hundred and Seventy only) per month and the appointees will not be entitled to any other allowances or benefits such as D.A., HRA., CCA, LTC, Medical Treatment / Reimbursement and Pension, etc.

b) Contract Workshop Attendants: The emoluments (consolidated) for these contractual appointments shall be Rs. 11,550/- (Rupees Eleven Thousand, Five Hundred and Fifty only) per month and the appointees will not be entitled to any other allowances or benefits such as D.A., HRA., CCA, LTC, Medical Treatment / Reimbursement and Pension, etc.

X. Leave: Persons appointed on contract basis (Lecturers and Work Shop Attendants) will be entitled for one day casual leave per month, of actual contractual service, on full remuneration with a facility of accumulating and availing a maximum of 3 days casual leave at a time, on the similar lines as Contract Lecturers working in Collegiate Education and Intermediate Education. However, they shall not be entitled to any other kind of leave.

XI. Headquarters and Transfers: A person appointed on contract basis (Lecturers and Work Shop Attendants) shall report at the place of his/her posting, at his/her own cost, which will be treated as his/her headquarters. It shall be mandatory for the person to reside at his/her official headquarters. His/her working hours will be the same as the regular employees. Ordinarily, contract appointees will not be transferred to other stations. However, the Department reserves the right to transfer contractual appointees to another station, due to exigencies of work.

XII. Disciplinary control: Subject to the overall right of the Department to terminate the contract on giving one month's notice or pay in lieu thereof, a person appointed on contract basis shall be subject to disciplinary control.

XIII. Terms of Contract Agreement: All persons appointed on contract basis (Contract Lecturers & Workshop Attendants) shall execute an Agreement in the Format enclosed, on a non-judicial stamp paper of Rs. 110/- with two witnesses and furnish the same to the Appointing Authority concerned at the time of reporting for duty, agreeing to the terms and conditions of the contract therein.

XIV. Out-sourcing Personnel:

- a) With regard to the outsourcing staff i.e. Junior Assistants and permitted in the ref.1st read above, Office Subordinates, comprehensive Guidelines issued vide G.O.Rt. No.4271, Finance (SMPC) Department, Dt.1.11.2008 and as updated from time to time, shall be followed.
- b) The tenure of the outsourcing staff shall be one year from the date of their engagement.
- c) The remuneration for Junior Assistants is Rs.15,000/- (Rupees Fifteen Thousand only) per month and for Office Subordinates is Rs.12,000/- (Rupees Twelve Thousand only) per month.

.....Contd. On P.5.

:: 5 ::

XV) The total number of Contract Lecturers and Workshop Attendants and outsourced Junior Assistants and Office Subordinates shall not exceed the numbers permitted in the reference first read above.

5. The Commissioner of Technical Education, Hyderabad, shall take necessary action accordingly, to engage these Contract Lecturers/ Workshop Attendants/Outsourced Junior Assistants & Office Sub-ordinates staff, for the Academic Year, 2018-19, based on the workload available.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

RANJEEV R.ACHARYA
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To
The Commissioner of Technical Education, Telangana State, Hyderabad
All the District Collectors of Telangana State.
The Accountant-General, Telangana State, Hyderabad
The Director of Treasuries and Accounts, Telangana State, Hyderabad
The Pay Accounts Officer, Telangana State Hyderabad.
All the District Treasury Officers in the State (through CTE).
Copy to :-
SF/SC.

//FORWARDED :: BY ORDER//


SECTION OFFICER

(Annexure to the G.O.Rt. No.53, H.E. (TE) Deptt.,dt. 20.03.2018)

FORMAT

AGREEMENT OF CONTRACT FOR SERVICE

An agreement made on _____ day of 2018 between the Principal of the Polytechnic (First Part) and _____ (Second Part).

NOW, THEREFORE THIS AGREEMENT WITNESSES AS FOLLOW

1. That the party to the second part agrees to perform the teaching work/workshop work in accordance with the curriculum/ work allotted by the competent Authority from _____ to _____ or till a regular candidate is posted in that subject/trade whichever is earlier.
2. That the party to the second part shall carry out further instructions given to him/her by the party to the first part from time to time in the discharge of his / her duties as a Teacher/Workshop Attendant, mentioned in para 1 above.
3. That the party to the second part agrees that he/she is fully aware of the fact that his / her service is being taken not to fill any vacancy either on temporary or permanent basis, that he / she will be paid a consolidated amount of Rs..... per month as fixed by the Government from time to time during the contract period and that his / her contract shall automatically come to an end on expiry of the contract period or on report of a regular Lecturer/ Workshop Attendant to duty in that subject/trade, whichever is earlier.
4. That the contract is terminable by the party to the first part i.e., Principal, Government Polytechnic, _____ at any time during the said period and the party to the second part in such case is entitled to only prorated amount till such time. In case of termination during the contract period for any reasons, the party of the second part is not entitled to question the correctness of the decision of the party to the first part i.e. Principal, Government Polytechnic, _____.
5. That the party to the second part is not entitled to any other perks, allowances or any other facility, except for the consolidated amount payable monthly, mentioned in condition 3 above.
6. That if the party to the second part is not willing to continue in the contract service, he/ she should give a prior notice of one month to the party to the first part.
7. That the work performance of the party to the second part will be judged by the Head of the Section of the Faculty concerned as well as the party to the first part i.e. Principal of the Polytechnic, in which he/she is engaged, such as academic results of the students taught in the subject 90% attendance, participation in curricular/ co-curricular activities, Examination work and any other work allotted by the party to the first part.

(P.T.O.)

- a. That the party to the second part is not entitled to any renewal or extension or continuation of the contract on any ground.
 - b. That the service rendered during the contract will not be construed or reckoned as part of any regular appointment for any post in the Government and therefore no credit or weightage will be given for service rendered in the contract period.
8. That any dispute arising out of this contract shall be subject to the jurisdiction of the competent court.
9. That the relationship between the two parties is purely contractual in nature and strictly as per the terms mentioned above.

Signature of the party to the first part	Witness to the signature of the party to the first part.
Principal, Government Polytechnic	1.
Signature	2.
Name:	Witness to the signature of the party to the second part.
Signature of the party to the second Part	1. _____
Signature	2. _____

Name:	

//FORWARDED :: BY ORDER//


SECTION OFFICER

GOVERNMENT OF TELANGANA
ABSTRACT

Technical Education - Government Polytechnics - Engaging Contract Faculty/Workshop Attendants on Contract basis and Junior Assistants and Office Subordinates on outsourcing basis - Committee Constituted - Guidelines framed - Orders - Issued- Corrigendum - Issued.

HIGHER EDUCATION (TE) DEPARTMENT

G.O.Rt.No.56



G.O.Rt.No.53, Higher Education (TE) Department, dt.20.03.2018.

* * *

ORDER:

Government issue the following Corrigendum to G.O.Rt.No.53, Higher Education (TE) Department, dt.20.03.2018:-

CORRIGENDUM

- I. In Para 4(V)(d) for the words "80:30" the words "80:20" shall be substituted.
- II. In Para 4(XIV)(a) for the words "i.e. Junior Assistants and permitted in the ref. 1st read above, Office Subordinates" the words "i.e. Junior Assistants and Office Subordinates permitted in the ref. 1st read above," shall be substituted.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

RANJEEV R.ACHARYA
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To
The Commissioner of Technical Education, Telangana State, Hyderabad
All the District Collectors of Telangana State.
The Accountant-General, Telangana State, Hyderabad
The Director of Treasuries and Accounts, Telangana State, Hyderabad
The Pay Accounts Officer, Telangana State Hyderabad.
All the District Treasury Officers in the State (through CTE).
SF/SC.

//FORWARDED :: BY ORDER//


SECTION OFFICER