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SCHOOL & MASS EDUCATION DEPARTMENT

RESOLUTION

The 5th January, 2019

Subject: Guidelines for engagement of Junior Teacher (Contractual).

The Right of Children to Free and Compulsory Education Act, 2009 came into force w.e.f.1st April, 2010 (here in after called the said Act).

In accordance with the provisions under section 38 of the said Act., the Odisha Right of Children to Free and Compulsory Education Rules,2010 (here in after called the said Rules) have been notified by the State Government vide Notification No.17291/SME., dated the 27th September, 2010 and it came into force w.e.f. 18th October, 2010.

The said Act proposes to provide free and compulsory education to every child in the age group of 6 to 14 years.

Section 8(g) of the said Act stipulates that the State Government shall ensure good quality elementary education conforming to the standards and norms specified in the schedule.

In pursuance of Section 23 of the said Act., the National Council of Teacher Education(NCTE), being the Academic Authority has laid down the minimum qualifications for a person to be eligible for appointment as a Teacher in Classes I to VIII vide Notification published in Gazette No.215, dated the 25th August, 2010. Keeping in view the provisions of the said Act and Rules and the guidelines issued by the National Council of Teacher Education (NCTE), Government had issued the Resolution bearing No.25605/SME, dated the 26th December, 2016 and Corrigendum No.23322/SME., dated the 30th November, 2017 in supersession of this Department Resolution No. 587/SME., dated the 10th January, 2011, No.18536, dated the 19th November, 2009, No.673/SME., dated the 10th January, 2008, No.11676/SME., dated the 31st May, 2006 and Corrigendum No.20000/SME., dated the 12th October, 2006 and Resolution No.22438/SME., dated the 14th November, 2007 & Addendum No.3817/SME., dated the

26th February, 2009 prescribing the guidelines for engagement of Sikshya Sahayak, now designated as Junior Teacher (Contractual). As prescribed in the Odisha Elementary Education (Method of Recruitment and Conditions of Service of Teachers and Officers) Amendment Rules, 2014, Elementary Teachers are appointed in the State through absorption of Junior Teachers after three years of continuous and satisfactory service through a committee in the district level. A Junior Teacher (Contractual) becomes eligible to be a Junior Teacher after three years of continuous and satisfactory service.

The NCTE have revised the minimum qualifications for a person to be eligible for appointment as a teacher in Classes I to V and Classes VI to VIII and issued Notification vide Gazette No.158, dated the 2nd August, 2011 and subsequent Notification vide Gazette No. 246, dated the 29th June, 2018 by way of amendment to the Notification issued earlier vide Gazette No.215, dated the 25th August, 2010. Guidelines for conducting Teacher Eligibility Test (TET) has been prescribed by NCTE vide letter dated the 11th February, 2011, since passing TET is one of the essential conditions for a person to be eligible for appointment as teacher in any of the schools referred to in Clause (n) of Section-2 of the said Act. Accordingly, guidelines for conducting Odisha Teacher Eligibility Test (OTET) has been formulated vide Resolution No. 14302/SME., dated the 4th June, 2012 and Corrigendum No. 23082/SME., dated the 22nd October, 2018.

Now, Government have been pleased to supersede the previous resolutions on engagement of Sikshya Sahayak, re-designated as Junior Teacher (Contractual) and issue the present resolution to engage Junior Teacher (Contractual) through an online written test instead of selection on mark basis as per the details given below.

1. That, all the functions of Elementary Education will be transferred in phases to Zilla Parishad and other Panchayati Raj Institutions.
2. That, the engagee shall be called as **Junior Teacher (Contractual)** and the engagement is co-terminus with that of Samagra Sikshya Abhiyan Scheme.
3. That, engagement of all Junior Teacher(Contractual)s will be made by respective Zilla Parishads on need basis under each category i.e. for Classes I to V and Classes VI to VIII under the programme of Elementary Education, Samagra Sikshya Abhiyan (SSA) for implementation of the said Act.

4. ADVERTISEMENT

OPEPA on behalf of School & Mass Education Department will publish an advertisement in widely circulated Odia & English daily newspapers inviting online applications from intending candidates for engagement as Junior Teacher (Contractual). The advertisement will contain the following details:

- (i) The date and manner of availability of application form and also availability of other details regarding recruitment.
- (ii) Last date of submission of online application.
- (iii) The intending candidates may visit OPEPA website for further detail information as mentioned below:
 - (a) District wise number of vacancies & vacancies reserved for different Social Categories / PwD candidates / Ex-servicemen / Sports Personnel as per ORV Act and other prevailing Acts.
 - (b) Remuneration admissible to the post.
 - (c) Amount and mode of payment of processing fees.
 - (d) Syllabus of examination
 - (e) Documents to be submitted at the time of submission of online application as well as before the concerned Authorities for verification
 - (f) Govt Resolution

5. MODE OF APPLICATION

In order to appear the written test for the post of Junior Teacher (Contractual), the candidates are required to apply through online as per the procedure mentioned in the Advertisement to be published before the recruitment. The candidate shall have to pay the requisite fee for appearing the said examination as will be decided and published in the advertisement

A calendar of activities along with timeline for the total selection process will be published in OPEPA website with due approval of Government.

6. ELIGIBILITY

Candidates securing marks as per the eligibility mentioned below will be eligible to appear the online written test for engagement as Junior Teacher (Contractual). The percentage of marks secured by the candidates in aggregate out of the total marks will be taken into consideration for eligibility.

6.1(i) CATEGORY-1(For Classes I to V)

(a) Higher Secondary (+2) or its equivalent with at least 50% marks and 2-year Diploma in Elementary Education (CT or D.El.Ed.)

OR

Higher Secondary (+2) or its equivalent with at least 45% marks and 2-year Diploma in Elementary Education (CT or D.El.Ed.), in accordance with the NCTE (Recognition Norms and Procedure) Regulations, 2002.

OR

Higher Secondary (+2) or its equivalent with at least 50% marks and 4-year Bachelor of Elementary Education (B.El.Ed.)

OR

Higher Secondary (+2) or its equivalent with at least 50% marks and 2-year Diploma in Education (Special Education)

OR

Graduation and two year Diploma in Elementary Education (CT or D.El.Ed.)

OR

Graduation with at least 50% marks and Bachelor of Education (B.Ed.).

AND

(b) Pass in the Odisha Teacher Eligibility Test-I (OTET-I)

(c) Candidates must have Odia as MIL up to Class-X or pass in Odia language test equivalent to Matric standard conducted or declared equivalent by Board of Secondary Education, Odisha except for the candidates as mentioned under Para.6.2.

(ii) CATEGORY-2 (For Classes VI to VIII)

(a) Graduation and 2-year Diploma in Elementary Education (CT or D.El.Ed.)

OR

Graduation with at least 50 % marks and 1-year Bachelor in Education (B.Ed)

OR

Graduation with at least 45% marks and 1-year Bachelor in Education (B.Ed),in accordance with NCTE (Recognition Norms and Procedure)Regulations issued from time to time in this regard.

OR

Higher Secondary (+2) or its equivalent with at least 50% marks and 4-year Bachelor in Elementary Education (B.El.Ed.).

OR

Higher Secondary (+2) or its equivalent with at least 50% marks and 4-year B.A/ B.Sc.Ed or B.A. Ed./B.Sc.Ed

OR

Graduation with at least 50 % marks and 1-year B.Ed(Special Education)

AND

(b) Pass in the Odisha Teacher Eligibility Test-II (OTET-II)

(c) Candidates must have Odia as MIL up to Class-X or pass in Odia language test equivalent to Matric standard conducted or declared equivalent by Board of Secondary Education, Odisha except for the candidates as mentioned under para. 6.2.

- 6.2** In order to be eligible for Urdu, Bengali, Telugu Junior Teacher (Contractual), candidates must have passed Urdu, Bengali, Telugu as the case may be as MIL up to HSC standard. Since their engagement is likely to be held in the bilingual schools, such candidates shall produce a certificate from the Headmaster of the concerned school to the effect that she/he has passed HSC examination in Odia medium.
- 6.3** A person who has acquired the qualification of Bachelor of Education shall be considered for engagement as a Junior Teacher (Contractual) for Primary Classes provided that the person so engaged as a Junior Teacher (Contractual) shall mandatorily undergo a six month Bridge Course in Elementary Education recognised by the NCTE, within two years of such engagement.
- 6.4** Persons with Diploma in Education (Special Education) or B.Ed. (Special Education) qualification shall undergo, after appointment, an NCTE recognised 6-month Special Programme in Elementary Education.
- 6.5** Relaxation of 5% in minimum qualifying marks in Higher Secondary(+2) or in Graduation, as the case may be, shall be allowed to the candidates belonging to SC, ST, SEBC and PwDs.
- 6.6** Candidates can apply either in Category-1 or in category-2 as per their qualification.

Explanation:

- (i) For the purpose of equivalency of Higher Secondary (+2), examinations conducted by the institutions declared equivalent by the Council of Higher Secondary Education, Odisha shall be considered.
- (ii) For the purpose of equivalency of Graduation, examinations conducted by the institutions declared equivalent by the Universities of Odisha shall be considered. The said University must have been affiliated to UGC.
- (iii) For the purpose of equivalency of two year Diploma in Elementary Education, examinations conducted by the institutions declared equivalent by the Board of Secondary Education, Odisha shall be considered. But the candidates having the D.El.Ed. Certificate must have acquired the same by pursuing the course in regular mode. Candidates who have acquired D.El.Ed. Training as an in-service teacher through DEP mode and also who were allowed to appear the OTET examination considering them as in-service candidates will not be eligible to be a candidate for the recruitment.
- (iv) For the purpose of degree in Teacher Education (B.Ed.), B.Ed. degree of other Universities declared equivalent with corresponding degree of the

Universities of Odisha and a course recognized by the NCTE shall be considered.

- (v) For the purpose of two year Diploma in Education (Special Education) or one year B.Ed. (Special Education), a course recognized by Rehabilitation Council of India (RCI) shall be considered. The candidate must have registered with RCI and at the time of applying for the engagement, she/ he has to submit the RCI Registration Certificate before the Competent Authority.
- (vi) Candidates possessing Academic/ Training qualifications from Boards/ Universities/ Institutions outside Odisha shall have to produce the authenticated proof of equivalency, affiliation of their institution to a recognized University and recognition of such Training course and Institute by NCTE, failing which he/ she shall not be considered as eligible for selection.
- (vii) A candidate furnishing certificates, mark-sheets with grades and grade points shall have to also furnish numerical equivalence of grades /grade points from the examining bodies failing which he/she shall not be treated as eligible for selection.
- (viii) In case of compartmental examination, the fail marks secured in the subject(s) is to be deducted from the total marks and pass marks of the compartmental examination shall be added to the total marks for arriving at the effective percentage of marks.

7. AGE:

- 7.1** Candidates shall not be below 18 years of age and above 32 years of age as on the date of publication of advertisement. In case of ST, SC, Women, Ex-Servicemen & SEBC candidates, the upper age limit shall be relaxed by 05 years and incase of PwD candidates, the upper age limit shall be relaxed by 10years. For relaxation of upper age limit to different category of candidates, the OCS (Fixation of Upper Age Limit) Rules, 1989 and other relevant rules/ instructions shall be followed.
- 7.2** Government by Notification may allow specific group/category of candidates to avail age relaxation, if considered appropriate.

8. RESERVATION

- 8.1.** The Orissa Reservation Vacancies (in posts and services for ST & SC) Act, 1975 along with the rules made there under and OCS (Reservation of Vacancies for Women in Public Services) Rules, 1994 such other principles of reservation as prescribed by the State Government from time to time shall be followed. In case of PwD candidates provisions contained in the Rights of Persons with Disabilities Act, 2016 and G.A. & P.G. Department instructions thereof shall be followed.
- 8.2.** The PwD candidates having temporary disability shall not be entertained for engagement. The candidates those will avail the reservation / relaxation of age limit under provisions of the Rights of Persons with Disabilities Act, 2016 shall have to appear before the State Appellate Medical Board before their engagement.
- 8.3** Candidates under reserved category availing relaxation of age or qualifying marks shall be considered under their Social Category only.

9. SELECTION PROCEDURE

9.1 Publication of Master List

After expiry of last date of submission of online application form, list of the candidates for each category with respect to their first preference district as submitted by them at the time of submission of application form will be published in OPEPA website. Information on subsequent preference districts of each candidate will also be available in OPEPA website on search.

9.2 Online Written Test

An online written test will be conducted by OPEPA/an Authorised Agency as per the syllabus contained in the Advertisement to be published before the recruitment.

9.3. District wise and category wise draft merit list

District wise and category wise draft merit list will be published at OPEPA website. Draft merit list will be prepared taking into consideration all district preferences submitted by individual candidates in order of preference followed by merit rank. i.e. for a particular district, after exhausting all candidates having 1st preference, subsequent preferences will be considered irrespective of their merit rank. In case of tie i.e when two or more candidates obtain equal score, inter-se merit of such candidates shall be decided in the order as mentioned below:

- i) Date of birth (older candidate will be above other candidate)
- ii) Percentage of marks in qualifying examination i.e. either Higher Secondary (or its equivalent) or Graduation.

For a particular post, in a category within district, district preference will be preferred over merit.

9.4 Document verification

After publication of draft merit list, all candidates in the said list will be called for verification of original documents at their respective district headquarters. All documents required for verification will be notified by OPEPA in the detailed advertisement in OPEPA website.

During document verification, if any candidate is not able to produce the essential document(s) in support of his/her claim of the Social/Special Category/Age proof/ Academic & Training qualification/ RCI Registration Certificate as per information provided in the application form, the candidature will be rejected and his/her name will be marked as deleted in draft merit list. The candidates have to produce the Academic and Training Qualification /RCI Registration Certificate (in case of Special Education Candidates) acquired/issued on or before the last date of submission of online application.

9.5 Preparation of District wise Provisional Merit List and approval

Provisional merit list will be prepared after document verification of the candidates placed in the draft merit list. Then objections will be invited from the candidates who are placed in the provisional merit list and rejection list. The Provisional merit list will be approved by the Competent Authority at respective districts after verification of original documents and inviting objections from candidates within specific time period as mentioned in the calendar of activities issued by the School & Mass Education Department.

9.6 Publication of District wise Final Merit List

District wise final merit list will be published at concerned District websites as well as OPEPA website after approval of the Competent Authority.

9.7 Counselling

The candidates will be called for allocation of Schools through counselling by respective districts. Separate notifications will be issued and displayed by respective districts in their District websites as well as OPEPA website. Vacancies due to unavailability of eligible candidates, rejection, and non-joining will be carried forward and recruitment will be done as per the requirement. There will be no waiting list and second round engagement procedure will be followed by 1st round engagement.

10. ENGAGEMENT:

10.1. Junior Teacher (Contractual) will be engaged in each Revenue District by the respective Zilla Parishad by a Selection Committee to be headed by the Collector-cum-Chief Executive Officer, Zilla Parishad as Chairman and District Education Officer, All the Block Education Officers of the District, District Project Coordinator (SSA), District Employment Officer and the District Welfare Officer as members.

The District Project Coordinator (SSA) will act as Convener of the Committee and shall prepare the draft select list and place the same before the Zilla Parishad with due approval of Collector-*cum*-CEO, Zilla Parishad. The final selection will be made by Zilla Parishad within 15 days at the maximum. In case, the Zilla Parishad does not finalise the select list within the stipulated time, the draft select list submitted with due approval of the Collector-*cum*-CEO, Zilla Parishad will be deemed to be approved.

- 10.2** Selection shall be made only on merit i.e. on the basis of percentage of marks secured in the online written test. The minimum qualifying percentage of marks is 35% with 5% relaxation for candidates belonging to ST/ SC/ SEBC/ PwD/ Ex-Servicemen/ Sports Person categories.
- 10.3** The select list for each Revenue District will be valid for a period of one year from the date of its final publication or till exhaustion of valid merit list or till publication of next advertisement, whichever is earlier.
- 10.4** Orders of engagement shall be issued by the Zilla Parishad through its CEO.
- 10.5** The engagement will be on Annual Contract basis. Contract will be renewed in subsequent years depending on the performance of the candidates. Prior to renewal of the contract of the Junior Teacher (Contractual), the Junior Teacher(Contractual) has to obtain a certificate from the concerned Headmaster regarding her/his regular attendance and satisfactory service which is to be produced before the Zilla Parishad. The Junior Teacher (Contractual) can be disengaged from the service with a prior notice of 30 days, if she/ he violate the conditions of the contract on the basis of adverse report of the Block Education Officer i.e. on un-authorized absence / misconduct / involvement in criminal cases.

11. ASSIGNMENT

- 11.1.** The Junior Teacher (Contractual) shall perform the following duties.
- i. Teaching in the school shall be the main duty of the Junior Teacher (Contractual).
 - ii. They must maintain regularity and punctuality in attending school.
 - iii. They must ensure completion of entire curriculum within the specified time.
 - iv. They must assess the learning ability of each child and accordingly supplement additional instructions as required.
 - v. They must ensure minimum level of learning (MLL) for the students as prescribed by the Competent Authority (School & Mass Education Department).

- vi. They must ensure at least 90% attendance of the children in respective schools in all Classes.
 - vii. They shall reduce the dropout of the children in school.
 - viii. They shall motivate the parents / guardians of the village in which Primary School is situated for enrolment of children within the age group of 6 to 14 years. It shall be his/her duty to contact parents / guardians in case children fail to attend classes regularly and get back such children to the classes.
 - ix. They will hold regular meeting with parents and guardians and apprise them about the regularity in attendance, ability to learn, progress made in learning and any relevant information about the child.
 - x. They shall perform all such other duties as assigned to them by the Competent Authority as and when required.
 - xi. They shall abide by the rationalization of teachers policy of Government as issued from time to time.
 - xii. Whenever applicable they will work under the administrative control of Headmaster or Head Mistress in charge of the school to which he/she is assigned. They shall perform the duties as will be entrusted upon him/her by the concerned Head Master or Headmistress.
 - xiii. They may be assigned any other work in furtherance of the objective of universalisation of Primary Education/RTE Act by Chief Executive Officer, Zilla Parishad or any other authority as decided by Government in School & Mass Education Department from time to time.
 - xiv. The engagement shall be cancelled, if any fraudulent testimonial is detected in future or if she/he has been criminally proceeded against.
- 11.2** The data of all newly recruited Junior Teacher (Contractual) would be recorded in the Teacher Profile.
- 11.3** The Junior Teacher (Contractual) will get consolidated monthly remuneration as decided by the Govt. from time to time.
- 11.4** The Junior Teacher (Contractual) would attend training programme as may be fixed by Government, from time to time.
- 11.5** The engagement would be on the basis of annual contract. In case Zilla Parishad decides not to renew the contract, appeal shall lie to the Government within three months of non-renewal of contract.
- 11.6** The Junior Teacher (Contractual) shall be eligible for Casual Leave of 12 days during one Calendar year. She/ he shall not be entitled to any other authorized absence beyond the above-mentioned period. If she/he remains absent with permission and if she/he does not have any authorized leave at her/his credit, the proportionate amount from consolidated remuneration shall be deducted. Any absence of more than 30 days beyond the casual leave of 12 days in one contract

period will be treated as unauthorized absence and while calculating the period of 3 years for Junior Teacher and 6 years for Regular Teacher, similar period will be added to either 3 or 6 years for eligibility to be Junior Teacher or Regular Teacher, as the case may be.

- 11.7** Any Lady Junior Teacher (Contractual) who is having less than two surviving children is entitled to avail six months leave or a period as decided by Government from time to time on account of maternity. In case, the date for renewal of contract falls during maternity leave, the Junior Teacher (Contractual) will renew the annual contract immediately on joining. In case, she does not join after availing six months maternity leave, such period of absence from duty will be treated as unauthorized and she will work similar period as Junior Teacher (Contractual) or Junior Teacher to be eligible to be Junior Teacher or regular teacher as the case may be.
- 11.8** The agreement as prescribed by the Government, between the Collector-cum-C.E.O., Zilla Parishad and Junior Teacher (Contractual) is to be executed on stamped paper.
- 11.9** Funds as required for remuneration of Junior Teacher (Contractual) for each district will be placed with the respective Zilla Parishads who shall pay to the Junior Teacher (Contractual).
- 11.10.** The provisions contained in Para.11.1 to 11.9 will also be applicable to the Junior Teachers.
- 11.11.**For any clarification on the above provisions, the same be obtained from Government of Odisha in School & Mass Education Department.

This supersedes the previous resolutions issued in this regard. The Resolution will take effect from the date of issue.

ORDER

Ordered that this Resolution will be published in an Extraordinary issue of *Odisha Gazette*.

By Order of the Governor

P.K. MOHAPATRA

Principal Secretary to Government