

**ORDER NO-15/59-2005 CO(3)**

**FROM**

**FINANCIAL COMMISSIONER AND PRINCIPAL, SECRETARY TO  
GOVT. HARYANA EDUCATION DEPTT. CHANDIGARH.**

**TO**

**ALL THE DISTRICT EDUCATION OFFICERS, IN THE STATE.**

**SUBJECT:- TO FILL UP THE VACANT POSTS OF TEACHERS OF GUEST  
FACULTY**

To ensure that the studies of the students do not suffer due to shortage of teachers the Govt, has decided to fill up the vacant posts of Teachers for the academic session 2005-06 on Guest Faculty Against the sanctioned vacant posts, teachers would be engaged on Guest Faculty basis from December 2005 to Mid of March 2006. The following guidelines will be adhered to at the time of engaging teachers on Guest faculty.

**CRITERIA:-**

- 1.** The Principal/Headmaster of the concerned School are authorized to assess the short fall of the Teachers keeping in view the sanctioned posts of teachers and the enrollment of children.
- 2.** The minimum prescribed periods for lecturers/ managers/ C&V Teachers are 30, 36 and 39 respectively for one week. If in any school the post of any subject is vacant or the demand of periods exceeds full workload as per the above norms then a Guest Faculty arrangement be made.
- 3.** Those offers will firstly be made to Retired Teachers who had received National/ State Awards or who enjoyed an excellent reputation for knowledge in the subject. If such good retired Teachers are not available, then the Head of the institution will engage other Teachers on Guest Faculty having prescribed qualifications as applicable to regular teachers. For this powers as delegated to the level of Principal/ Headmaster.
- 4.** The Applicant should fulfill all the qualifications prescribed for the post as laid down in the Service Rules for direct recruitment. This offer will be made only to those who possess superior qualifications to the minimum prescribed qualifications.

**PROCEDURE:-**

- I. The Head of Institutions would engage teachers on Guest Faculty on the basis of vacancies and the workload.
- II. The Principal/Headmaster after assessing the requirement will display the requirement on the board displayed at the Main Gate of the Institution. However the centralized advertisement/ News will be issued form the Directorate indicating the broad terms of engagement.
- III. The applications (duly typed) should be submitted by the applicants requesting for engaging on Guest Faculty for a specific period, from the date of engagement till 31.03.2006 only.
- IV. The Principal/ Headmaster will process all the application received the Principal/ Headmaster or receive applications more vacancies for that academic session, then he/she shall give preference to the applicants having higher academic. Merit as per a seniors (based on academic merit) to be maintained.
- V. As and when a regular appointee is posted to that school (where after regular direct recruitment or after promotion), the Head of the Institution will dispense with the services of the person engaged on Guest Faculty of that category of post.

**REMUNERATION:-**

The teachers engaged on guest faculty will be paid Remuneration/ honorarium as the detail given below

<b>Sr. No.</b>	<b>Category</b>	<b>Honorarium for the Guest Faculty on the period basis.</b>
<b>I.</b>	HINDI/SANSKRIT/PANJABI TEACHERS	Rs. 50. Per period (at least 3 periods month)
<b>II.</b>	PTI/DRAWING TR.	Rs. 45. Per period (at least 3 periods month)
<b>III.</b>	MASTER	Rs. 55. Per period (at least 3 periods month)
<b>IV.</b>	SCHOOL LECTURERS	Rs. 80. Per period (at least 3 periods month)

The salary of the persons engaged on guest faculty will be drawn against the vacant post lying in the school.

**DATED:- 29.11.2005**

**R.S.GUJRAL  
FINANCIAL COMMISSIONER AND PRINCIPAL  
SECRETARY TO GOVT. HARYANA,  
EDUCATION DEPTT.**

**ENDST NO. 15/59-2005 CO (3) DATED CHANDIGARH THE 29.11.2005**

A copy is forwarded to the following for information and necessary actions:-

1. The Chief Secretary Haryana, Chandigarh.
2. Financial Commissioner & Principal Secretary to Govt. Haryana, Finance Deptt.
3. Higher Education Commissioner Haryana Chandigarh.
4. Director Primary Education Haryana Chandigarh
5. P.S. To C&DGSE Haryana Chandigarh
6. All the Heads of Institutions (High & Sr. Secondary) in the state.

**DEPUTY SECRETARY EDUCATION  
FOR FINANCIAL COMMISSIONER AND PRINCIPAL  
SECRETARY TO GOVT. HARYANA,  
EDUCATION DEPTT.**

**Order No.15/59-2009 CO(3)**

**FROM**

**FINANCIAL COMMISSIONER AND PRINCIPAL SECRETARY TO  
GOVT. HARYANA, EDUCATION DEPTT. CHANDIGARH.**

**TO**

**ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**

**SUBJECT:- TO ENGAGE GUEST FACULTY AGAINST VACANT POSTS OF  
TEACHERS.**

In super session of Govt, Order No. 15/59-2009 CO(3) dated 29.11.2005.

You are directed to follow the following guidelines while making the engagement of teacher as guest faculty.

**CRITERIA:-**

1. The Principal/Headmaster/DDO (in case of vacancy of Headmaster or Principal and also in case of Elementary schools) of the concerned Schools are authorized in asses the short falloff the teachers keeping in view the sanctioned posts of teachers and enrollment of students.
2. The minimum prescribed periods for Lecturers/ Masters/ C&V Teachers are 30, 36 and 39 respectively for one week. If in any school the post of any subjects as vacant or the demand of periods exceeds full workload as per the above norms then a Guest Faculty arrangement be made.
3. That such offer will firstly be made to Retired Teachers who had received National/ State Awards. If such Retired Teachers are not available, then the Head of the Institution will engage other Teachers on Guest Faculty having prescribed qualifications as applicable to regular teachers. For this powers to engage as guest faculty are delegated to the level of Principal/ Headmaster/DDO.
4. The Applicant should fulfill of the 4 qualifications prescribed for the post as laid down in the Service Rules for direct recruitment. This offer will be made on the basis of marks obtained in prescribed qualifications (average of percentage of final exam percentage of professional exam) No weightage to the higher qualifications.

**PROCEDURE:-**

- I. The Head of Institutions would engage teachers on Guest Faculty on the basis of vacancies and the workload.
- II. The Principal/Headmaster/ DDO after assessing the requirement will display the requirement on a board displaying at the Main Gate of the Institution. In case of schools having post of principal or Headmaster vacant, the DDO/ BEO would assess the requirement and will display the same BEO will also assess the requirement of elementary school teachers.
- III. The applications should be submitted by the applicants offering their services for engaging as Guest Faculty for a specific period from the date of engagement till 31.03.2006.
- IV. The Principal/ Headmaster/DDO will the process in the applications received. If the Principal/Headmaster/DDO receives applications more than the vacancies for that academic session, then he/she shall give preference to the applications having higher academic merit. First priority for engaging guest faculty in a particular school. Should be to a candidate of same village/town. The merit be made of such candidates. If required candidate of same village is not available, then merit be made of candidates belonging to same block. Second priority for engaging guest faculty should be from amongst candidates belonging to the block. Third priority should be of candidates belonging to same district.
- V. As and when a regular appointees is posted to that school (whether regular direct recruitment or after promotion or after adjustment or after transfer). The Head of the Institution will dispense with the services of engaged teachers on Guest Faculty of that category of post. It is not an appointment but job work offer on period basis on prescribed rates. This is with a view to take care of studies of students where regular teachers are not available in the school.

**REMUNERATION:-**

<b>Sr. No.</b>	<b>Category</b>	<b>Honorarium for the Guest Faculty on the period basis.</b>
I.	HINDI/ SANSKRIT/ PANJABI TEACHERS	Rs. 50. Per period
II.	JBT	Rs. 225 Per Day.

	DRAWING TR.	Rs. 45. Per period
III.	MASTER	Rs. 55. Per period
IV.	SCHOOL LECTURERS	Rs. 80. Per period

- i) The payment of the persons engaged on guest faculty will be drawn against the budget of vacant post lying in the school.
- ii) If the persons engaged for extra load without vacancy payment will be given from coaching budget.
- iii) This would be subject to FS's consonance.

**Other Guidelines:-**

1. No teacher be engaged in following categories
  - (a) PTI
  - (b) DPE
  - (c) Drawing teacher upto Matric Level.
  - (d) Lect. in Physics, Chemistry, Biology, Math, Commerce & Economics  
(As there are already surplus lecturers in these categories.
2. The guest faculty should be engaged on the basis of merit. The pick and choose method should be adopted. The application be called from all eligible candidates upto 20.12.2005 upto school house. The teachers should be engaged w.e.f. 21.12.2005 on the basis of requirement as per the workload and vacancy.
3. All the terms and conditions including mode of payments should be displayed on the main gate of the institution. Transparently to be followed in this respect. The details of periods taken by the teacher engaged as guest faculty be maintained in a register.
4. Such teachers should be engaged on the basis of agreement for an specific period indicating the periods to be allotted to the teachers and also course/ syllabus to be covered in a particular subject.
5. The guest faculty teacher will produce his monthly bill at the end of the month as per terms and conditions laid down.

**DATED:- 29.11.2005**

**R.S.GUJRAL  
FINANCIAL COMMISSIONER AND PRINCIPAL  
SECRETARY TO GOVT. HARYANA,  
EDUCATION DEPTT.**

**ENDST NO. 15/59-2005 CO(3)      DATED CHANDIGARH THE 16.12.2005**

A copy is forwarded to the following for information and necessary actions:-

1. The Chief Secretary Haryana, Chandigarh.
2. Financial Commissioner & Principal Secretary to Govt. Haryana, Finance Deptt.
3. Higher Education Commissioner Haryana Chandigarh.
4. Director Primary Education Haryana Chandigarh
5. P.S. To C&DGSE Haryana Chandigarh
6. All the Heads of Institutions (High & Sr. Secondary) in the state.

**DEPUTY SECRETARY EDUCATION  
FOR FINANCIAL COMMISSIONER AND PRINCIPAL  
SECRETARY TO GOVT. HARYANA,  
EDUCATION DEPTT.**

**Order No.15/59-2009 CO(3)**

**FROM**

**FINANCIAL COMMISSIONER AND PRINCIPAL SECRETARY TO  
GOVT. HARYANA, EDUCATION DEPTT. CHANDIGARH.**

**TO**

1. **ALL THE DISTRICT EDUCATIONAL OFFICERS, IN THE STATE.**
2. **ALL THE ADDITIONAL DISTRICT EDUCATION OFFICERS CUM DISTRICT ELEMENTARY EDUCATION OFFICERS IN THE STATE.**
3. **ALL THE BLOCK EDUCATION OFFICERS IN THE STATE.**

**SUBJECT:- TO FILL UP THE VACANT POST OF TEACHERS IN THE STATE  
GUEST FACULTY.**

Reference this office Memo no. 15/59-2005 Co (3) dated 29.11.05, 16.12.2005 and 26.05.2006 on the subject cited above.

To ensure that the studies of the students do not suffer due to shortage of teachers, the Govt, has decided to fill up the vacant Post of Teachers for the academic session 2006-07 on Guest Faculty. Against the sanctioned vacant post, teachers would be engaged on Guest Faculty basis by the respective Head of Institutions/ Block Education Officers concerned. The following guidelines will be adhered to at the time of engaging teachers on Guest Faculty:-

**CRITERIA:-**

1. The Principal/ Headmaster of the concerned School are authorized to assess the short fall of Teachers keeping in view the sanctioned posts of teachers and the enrollment of students.
2. The minimum prescribed periods for lecturers/ Masters/ C&V Teachers are 30, 36, and 39 respectively for one week. If in any school post of any subject in vacant or the demand of periods exceeds full workload as per the above norms then a Guest faculty arrangement be made.
3. That such offer will firstly be made to Retired Teachers who had received National/State Awards or who enjoyed an excellent reputation for knowledge in the subject. If such good retired Teachers are not available, then the Head of the institution will engage other Teachers on Guest Faculty

having prescribed qualifications as applicable to regular level of Principal/Headmaster.

4. The application should fulfill all the qualifications prescribed for the post as laid down in the Service Rules for direct recruitment. This offer will be made only to those who possess superior qualifications to the minimum prescribed qualifications.

**PROCEDURE:-**

- I. The Head of Institutions would be engage teachers on Guest Faculty on the basis of vacancies and the workload
- II. The Principal/Headmaster, after assessing the requirement will display the requirement on a board displayed at the Main Gate of the Institutions. In case of school having post of Principal or Headmaster vacant, the DDO/BEO would assess the requirement and will display the same. BEO would assess the requirement of elementary school teachers.
- III. The applications should be submitted by the applicants offering their services of engaging as Guest Faculty for a specific period as per the requirement/ or the arrival of the regular incumbent.
- IV. The Principal/ Headmaster/DDO will process all the application received. If the Principal/Headmaster/DDO receives applications more than the vacancies for that academic session, then he/she shall give preference to the applicants having higher academic merit. First priority for engaging guest faculty in the particular school should to be candidate of same village/town. The merit be made of such candidates. If required candidate of same village/town is not available, then merit be made of candidates belonging to same block. Second priority for engaging guest faculty should be from amongst candidates belonging to the block. Third priority should be of candidates belonging to same district.
- V. As and when a regular appointee is posted to that school (whether after regular direct recruitment or after promotion or after adjustment or after transfer), the

Head of the Institution will dispense with the services of engaged teachers on Guest Faculty basis of that category of post. It is not an appointment, but job work after on period basis on prescribed rates. This is with a view to take care of studies of students where regular teachers are not available in the school.

**REMUNERATION:-**

The teachers engaged on guest faculty will be paid Remuneration/ honorarium as the detail given below:-

Sr.No.	Category	Honorarium for the Guest Faculty on the period basis.
I.	HINDI/ SANSKRIT/ PANJABI TEACHERS	Rs. 50. Per period (at least 3 periods month)
II.	JBT DRAWING TR.	Rs. 225 Per Day. Rs. 45. Per period
III.	MASTER	Rs. 55. Per period (at least 3 periods month)
IV.	SCHOOL LECTURERS	Rs. 80. Per period (at least 3 periods month)

- a) The payment of the persons engaged on guest faculty will be drawn against the budget of vacant post lying in the school.
- b) If the person engaged for extra load without vacancy payment will be given from remedial coaching budget.
- c) This would be subject to FD's concurrence.

**GUIDELINES:-**

- 1) No teachers be engaged in the following categories.
  - a) PTI
  - b) DPE
  - c) Drawing Teacher upto Middle Schools.
- 2) Earlier these were a ban on engaging guest teachers in the subjects Physics, Chemistry, Biology, Math, Commerce & Economics. Now the teachers can be engaged against the vacant sanctioned policy issued on the need basis.

- 3) The reservation policy issued by the Govt, from time to time should be followed strictly while engaging teachers on the guest faculty.
- 4) The guest faculty should be engaged on the basis of merit. The pick and choose method should not be adopted.
- 5) All the terms and conditions including mode of payment should be displayed on the main gate of the institution. Transparency to be followed in this respect. The details of periods taken by the teacher engaged as guest faculty be maintained in a regular.
- 6) Such candidates should be engaged on the basis of agreement for a specific period indicating the periods to be followed to the teachers and also course/syllabus to be covered in a particular guest.
- 7) The guest faculty teacher will produce his monthly bill at the end of the month as per terms and conditions laid down.

**OTHER GUIDELINES:-**

1. The Judgment of the Hon'ble High Court in C.W.P. No. 2743 of 2006, Balraj Singh & others circulated by the department vide Memo No. 15/59-2005 Co. (3) dated 26.05.2006 should be strictly complied with.
2. All the Heads of Institutional/ Block Education Officers concerned have to allow continuity to guest teachers who have worked during previous years. This has already been conveyed vide office order No. 15/59-2005 Co (3) dated 26.05.2006.
3. If after engaging earlier guest faculties there still remains vacancy then the fresh applications for engagement on Guest Faculty basis are to be invited by the Heads of Institution/Block Education Officers concerned.
4. Such person who were earlier engaged on the Guest faculty basis but now they could not be adjusted/accommodated due to decrease of periods or student strength their cases were to be referred by the Heads of Institutions to the Block Education concerned and the B.E.O's have to adjust them in other schools, where vacancy is available in their particular category.
5. If it is not possible for the Block Education Officer to adjust such persons then he/she will report the matter to the District

Education Officer with the complete list of candidates and D.E.O's will adjust such guest faculties in other schools where vacancy is available. It would have been done as per instructions conveyed earlier. If same has not been done so far, it should be complied with within next seven days.

6. The District Education Officer to do the needful in the matter at the earliest and if it is not possible for him/her to adjust such persons, then he/she will report the matter to the Directorate with the compliance list of all the such candidates. Thereafter the Directorate will adjust such persons wherever possible.
7. The teachers engaged on the guest faculty if entrusted the work relating examination duty, then they will be paid accordingly. The periods of such duty be considered equivalent to the periods allotted for the day to the teacher engaged on the guest faculty basis. The guest faculty teachers who have given duty in the year 2005-06 also be paid accordingly.
8. It is suggested that according to available vacancies, notice be put up before, 30<sup>th</sup> September and Screening/engaging etc. be got done within next 7 days thereafter, giving at least 7 days time, All the vacancies be filled up to 15.10.2006 positively and any lapse in the matter will be viewed seriously and the concerned. Head of Institution/ Block Education Officer/ District Education Officer will be held responsible.
9. The Head of the Institution will keep the record of the teachers engaged on the guest faculty in the Guest Faculty Registers already circulated by the department. Copies may be obtained from the D.E.O's Guest faculty teaching diary also to be maintained for keeping record of teaching by guest faculty.

**DATED 18.09.2006**

**R.S.GUJRAL  
FINANCIAL COMMISSIONER AND PRINCIPAL  
SECRETARY TO GOVT. HARYANA,  
EDUCATION DEPTT.**

**ENDST NO. 15/59-2005 CO(3) DATED CHANDIGARH THE 29.09.2005**

A copy is forwarded to the following for information and necessary actions:-

1. The Chief Secretary Haryana, Chandigarh.
2. Financial Commissioner & Principal Secretary to Govt. Haryana, Finance Deptt.
3. Higher Education Commissioner Haryana Chandigarh.
4. Additional Commissioner cum Director Elementary Education Haryana, Chandigarh.
5. P.S. To C&DGSE Haryana Chandigarh
6. All the Heads of Institutions (High & Sr. Secondary) in the state.

**DEPUTY SECRETARY EDUCATION  
FOR FINANCIAL COMMISSIONER AND PRINCIPAL  
SECRETARY TO GOVT. HARYANA,  
EDUCATION DEPTT.**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**TO**

- 1. ALL THE DISTRICT EDUCATION OFFICERS IN THE  
STATE**
- 2. ALL THE ADDITIONAL DISTRICT EDUCATION  
OFFICER'S CUM ELEMENTARY EDUCATION  
OFFICERS IN THE STATE**
- 3. ALL THE BLOCK EDUCATION OFFICER'S IN THE  
STATE.**
- 4. ALL THE PRINCIPAL'S/ HEADMASTER'S IN THE  
STATE**

**MEMO NO. 15/59-2005 CO(3)  
DATED CHANDIGARH THE 26.05.2006**

**SUBJECT:- DIRECTIONS OF THE HON'BLE HIGH COURT IN C.W.P. No.  
2743 OF 2006, BALRAJ SINGH & OTHERS REGRADING  
GUEST FACULTY TEACHERS.**

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Reference Govt. Order No. 15/59-2005 CO(3) dated 29.1.2005  
and 17.12.2005 on the subject cited above.

The teachers engaged on Guest Faculty basis have filed various  
writ petitions in the Hon'ble High Court of Punjab and Haryana at Chandigarh.  
The Hon'ble petitions in the Hon'ble

copy of the judgment is enclosed herewith.

You are, therefore, directed to strictly follow the above  
directions of the Hon'ble High Court.

**REGISTRAR EDUCATION (SCHOOLS)  
FOR COMMISSIONER & DIRECTOR GENERAL  
SCHOOL EDUCATION HARYANA CHANDIGARH**

**ENDST NO. 15/59-2005 CO (03)      DATED CHANDIGARH THE 26.052006**

A copy is forwarded to the following for information and necessary actions:-

1. The Chief Secretary Haryana, Chandigarh.
2. Financial Commissioner & Principal Secretary to Govt. Haryana, Finance Deptt.
3. Higher Education Commissioner Haryana Chandigarh.
4. Additional Commissioner cum Director Elementary Education Haryana, Chandigarh.
5. State Project Director, Sarv Shiksha Abhiyan, Haryana, Chandigarh.
6. P.S. to C&DGSE Haryana, Chandigarh.
7. All the Headquarter officers/Heads of Branches.

**REGISTRAR EDUCATION (SCHOOLS)  
FOR COMMISSIONER & DIRECTOR GENERAL  
SCHOOL EDUCATION HARYANA CHANDIGARH**

**“CRITERIA, PROCEDURE AND REMUNERATION”**

You are directed to follow the following guidelines while making the engagement of teachers as guest faculty:-

**CRITERIA:-**

1. The Principal/Headmaster/DDO (in case of vacancy of Headmaster or Principal and also in case of Elementary schools) of the concerned School are authorized to assess the short fall of Teachers keeping in view the sanctioned posts of teachers and the enrollment of students.

2. The minimum prescribed periods for Lecturers/Masters/CIIN Teachers are 30, 36 and 39 respectively for one week. If in any school the post of any subject is vacant or the demand of periods exceeds full workload as per the above norms then a Guest Faculty arrangement be made.
3. That such offer will firstly be made to Retired Teachers who had received National 1 State Awards. If such retired Teachers are not available, then the Head of the Institution will engage other Teachers on Guest Faculty having prescribed qualifications as applicable to regular teachers. For this the powers to engage as guest faculty are delegated to the level of Principal/Headmaster/DDO.
4. The Applicant should fulfill all the qualifications prescribed for the post as laid down in the Service Rules for direct recruitment. This offer will be made on the basis of marks obtained in prescribed qualifications (average of percentage of final exam + percentage of professional exam). No weightage for higher qualification.

**PROCEDURE:-**

- I. The Head of Institutions would engage teachers on Guest Faculty on the basis of vacancies and the workload.
- II. The Principal/Headmaster/DDO after assessing the requirement will display the requirement on a board displayed at the Main Gate of the Institution. In case of schools having post of principal or Headmaster' vacant, the DDO / 13E0 would assess the requirement and will display the same. EEO will, also assess the requirement of elementary school teachers.
- III. The applications should be submitted by the applicants offering their services for engaging as Guest Faculty for a specific period, from the date of engagement till 31.3.2006 only.
- IV. The Principal/ Headmaster/ DDO will process all the applications received. If the Principal/Headmaster/DDO receives applications more than the vacancies for that academic session, then he/she shall give preference to the applicants having higher academic merit.

First priority for engaging guest faculty in a particular school should be to a candidate of same village/town. The merit be made of such candidates. If required candidate of same village/town is not available, then merit be made of candidates belonging to same block. Second priority' for engaging guest Faculty should be from amongst candidates belonging to the block Third priority should be of candidates belonging to the same district.

- V.** As and when a regular appointee is posted to that school (whether after regular direct recruitment or after promotion or after adjustment or after transfer), the Head of the Institution will dispense with the services of engaged teachers on Guest Faculty of that category of post. It is not an appointment but job work offer on period basis on prescribed rates. This is with a view to take care of studies of students where regular teachers are not available in the school.

**REMUNERATION: -**

The teachers engaged on guest faculty will be paid Remuneration/ honorarium as per the detail given below: -

<b>Sr. No.</b>	<b>Category</b>	<b>Honorarium for the Guest Faculty on the period basis.</b>
<b>1.</b>	HINDI/ SANSKRIT/ PANJABI TEACHERS	Rs. 50/- Per period
<b>2.</b>	JBT DRAWING TEACHER	Rs. 225/- Per period Rs. 45/- per period
<b>3.</b>	MASTER	Rs. 55/- Per period
<b>4.</b>	SCHOOL LECTURERS	Rs. 80/- Per period

**Other Guidelines: -**

1. No teacher be engaged in the following categories:
  - a. PTI
  - b. DPE

c. Drawing teacher upto Middle Schools.

d.

2. The guest faculty should be engaged on the basis of merit. The pick and choose method should not, be adopted. The applications be called from all the eligible candidate upto 20.12.2005 upto school hours. The teachers should be engaged w.e.f. 21.12.05 on the basis of requirement as per the workload and vacancy.
3. All the terms and conditions including mode of payment should be displayed on the main gate of the institution. Transparency to be followed in this respect. The details of periods taken by the teacher engaged as guest faculty be maintained in a register.
4. Such teachers should be engaged on the basis of agreement for a specific period indicating the periods to be allotted to the teachers and also course/syllabus to be covered in a particular subject.
5. The guest faculty teacher will produce his monthly bill at the end of the month as per terms and conditions laid down.

Having perused the guidelines extracted above, and having heard learned counsel for the rival parties, we are satisfied, that the aforesaid Criterion adopted for inducting the staff as guest faculty was purely a-political. All the petitioners in the instant writ: Petitions were engaged by the procedure depicted in the guidelines/criteria extracted above. The petitioners were engaged during the month of December, 2005, As per lip, criteria, their engagement can continue only upto 31.3,2006, and not thereafter. It is this aspect of the matter which has bothered the petitioners and has brought them to this Court. They seek continuation in service till regular engagement is made by the State government through a regular process of selection. This claim of the petitioners primarily emerges from the decision rendered by the Apex Court in Hargurpartap Singh and others Vs State of Punjab and others (Civil Appeal No.8745 of 2003, decided on 7.11.2003).

During the course of hearing learned Additional Advocate General Haryana, informed us, that a requisition has already been made of the Haryana Staff Selection Commission (hereafter referred to as he Commission) to fill up all the vacancies in the different teaching cadres. We are informed by the Financial Commissioner-cum-Principal Secretary to Government of

Haryana in the Department of Education (Who is present in court in person), that approximately 9000 vacancies will be filled up in furtherance of the aforesaid requisition.

The aforesaid arrangement to induct guest faculty came to be made on 17.12.2005 to overcome the shortfall in the teaching cadres. The guidelines/criteria, under reference, allow the newly engaged staff to continue till 31.3.2006 i.e. till the end of the present academic session. But we are informed by Mr. R.S.Gujral, that the next academic session shall commence on 10.4.2006, The major', which was fairly taken to facilitate adequate teaching in schools which are short of sanctioned strength of the teaching cadre, cannot now be withdrawn till a regular process of selection is made, for just reason. We are, therefore of the view, that the guest faculty !Mit the guest to which the petitioners were engaged, shall be permitted to continue till regular process of selection is made, for just the same reason. We are, therefore of the view, that the guest faculty to which the petitioners were engaged, at all the permitted at continue till regular recruitment is made. A Division Bench of this Court arrived at the time same conclusion, as has been recorded above, in Rajwinder Kaur and others V/S State of Punjab and others (Civil Writ Petition No. 7882 of 2004, decided on 11.04.2005), after making a reference to the decision rendered by the Apex Court in Hargurpartap Singh and Others Vs State of Punjab and Others (Civil Appeal No. 8745 of 2003, decided on 07.11.2003, wherein it was held as under.

'Leave granted.

The appellants in these cases were employed on adhoc basis in several colleges in thetete.de of Punjab. There being a threat of termination of Weir services, they filed writ petitions before the High Court seeking for the relief of regularization, minimum pay scale and to continue in their present posts until regular appointments are made. All the reliefs were rejected by theHigh Court and so far as the relief relating to continue them in their present posts until regular incumbents are appointed the High Court stated that the Government will have to follow its policy decision dated 23<sup>rd</sup> July 2001.

We have carefully looked into the' judgment of the High Court and other pleadings that have been put forth before this Court. It is clear that though the appellants may not be entitled to regular appointment as such it cannot be said ile3t they will not be entitled to the minimum of the pay scale nor that the<sup>y</sup> should not be continued till regular incumbents

are appointed. The course adopted by the High Court is to displace one adhoc arrangement by another adhoc arrangement which is not at all appropriate for these persons who have gained experience which will be more beneficial and useful to the colleges concerned rather than to appoint persons afresh on adhoc basis. Therefore, we set aside the orders made by the High Court to the extent the same deny the claim of the appellants of minimum pay scale and continuation in service till regular incumbents are appointed. We direct that they shall be continued in service till regular appointments are made on minimum of the pay scale. The appeals shall, stand allowed in part accordingly".

We also express our hope and desire, that the State Government shall expedite the process of regular recruitment, which has already commenced by the submission of a requisition to the Commission, which shall be completed at the earliest. Till such time, as the process is completed, the guest faculty shall remain in place.

Our aforestated direction shall be subject to the condition, that there is still work available at the institutions where the guest Faculty is engaged. In case of less admission in an institute, in the next academic session, it will not be essential for the respondents, to continue a person originally engaged for the institute. Be that as it may, the services of one teacher shall not be dispensed with to accommodate another one by any kind of temporary arrangement.

Our aforestated direction shall also be subject to the right of the authorities to effect transfers, in case of administrative exigency, or in case personal and public reasons require so. This exercise of transfer shall, however, not be used as a tool to dispense with the services of the guest faculty. We acknowledge and respect the suggestion made by Mr. R.S.Gujral that while making transfer of the regular faculty, it will be open to the department to displace members of the guest faculty. However, such transfer will not result in the culmination of the services of any such employee. While effecting transfer of the guest faculty, we expect and hope, that the respondents will follow the original criterion laid down by them i.e. they would accommodate the guest faculty at the nearest station possible.

Needless to mention, that it will be open to the State Government to seek any further clarification, as it desires in individual matters, in case it becomes essential for the State Government to

dispense with the services of the guest faculty, for reasons other than the reasons expressed above.

The petitioners are also aggrieved, because they are not being paid emoluments equal to the minimum wages being paid to the regular teaching faculty. It is not possible for us to accept the instant prayer of the petitioners, as they have certainly no right to make the aforesaid claim, inasmuch as, their engagement is, by and large, without following any process of selection. Furthermore, it would also not be possible to proceed against the guest faculty departmentally in case of misconduct in view of the nature of their employment. The Supreme Court in State of Haryana Vs. Jasmer Singh 1997(1) SLR 143, declined a similar claim for minimum wages raised in the hands of the daily wagers. The aforesaid judgment was subsequently reaffirmed by the Apex Court in State of Orissa and others Vs. Balram Sahu and others, 2002(6) SLR 542, wherein again it was held, that daily wagers are not entitled to minimum pay of a regular employee. Since the petitioners have been engaged to discharge duties only for limited periods in the day, and in some cases, for limited number of days, we are of the view, that their claim for wages at the minimum of the pay scale fixed for regular employees, is misconceived. We, therefore, hereby, decline the instant the prayer petitioners.

Writ petition stands disposed for accordingly.

Sd/-

J.S.Khehar  
(Judge)

Sd/-

S.N.Aggarwal  
(Judge)

20.03.2006

True Copy

Examiner

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**TO**

**ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**

**MEMO NO:- 15/59-2005 CO(4)  
DATED CHANDIGARH THE 01.08.2007**

**Subject: - Regarding appointment of Guest Faculty Teachers.**

-----

Refer to the subject cited above.

It is hereby directed that no fresh appointment of the Guest Teachers of any categories may be made up to the 15<sup>th</sup> August, 2007. Compliance of the same may be sent to this office immediately.

**- Sd-**

**DEPUTY DIRECTOR COORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL  
SCHOOL EDUCATION HARYANA  
CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL EDUCATION  
HARYANA CHANDIGARH**

**TO**

**ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**

**MEMO NO:- 15/59-2005 CO(4)**

**DATED CHANDIGARH THE 17.08.2007**

**Subject: - Regarding appointment of Guest Faculty Teacher.**

-----

Refer to this Directorate memo No. 15/59-2005 CO(4) dated 01.08.2007 on the subject cited above.

It is hereby further directed that no Guest Teachers of any categories may be engaged till 31<sup>st</sup> August, 2007. It may please be treated as most urgent.

**-Sd-**

**Superintendent Co-ordination  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL EDUCATION  
HARYANA CHANDIGARH**

**TO**

**ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**

**MEMO NO:- 15/59-2005 CO(4)**

**DATED CHANDIGARH THE 31.08.2007**

**Subject: - Regarding appointment of Guest Faculty Teacher.**

-----

Refer to this Directorate memo No. 15/59-2005 CO(4) dated 01.08.2007 and 17.08.2007 on the subject cited above.

It is hereby further directed that no Guest Teachers of any category may be engaged till 1<sup>st</sup> semester of the current year is over. It may please be treated as most urgent.

**-Sd-**

**Superintendent Co-ordination  
FOR COMMISSIONER & DIRECTOR GENERAL  
SCHOOL EDUCATION HARYANA  
CHANDIGARH**

प्रेषक

आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

सेवा में

हरियाणा राज्य के सभी जिला शिक्षा अधिकारी।

यादी क्रमांक 15/59-2005 तम (4)  
दिनांक, चण्डीगढ़ 26.09.2007

विषय:- अतिथि प्राध्यापकों के पुनः समायोजन करने बारे।

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उपरोक्त विषय पर सूचित किया जाता है कि पहले समैस्टर की परीक्षा के कारण जिन अतिथि अध्यापकों को कार्यभार मुक्त किया गया था अब उन अतिथि अध्यापकों को उसी विद्यालय में रिक्ति के विरुद्ध तथा वर्कलोड के अनुसार पुनः समायोजन कर दिया जाए।

**-Sd-**

अधीक्षक तालमेल  
कृते: आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**TO**

**ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**

**MEMO NO:- 15/59-2005 CO(4)  
DATED CHANDIGARH THE 01.08.2007**

**Subject: - Regarding appointment of Guest Faculty Teachers.**

-----

Refer to the subject cited above.

It is hereby directed that no fresh appointment of the Guest Teachers of any categories may be made up to the 15<sup>th</sup> August, 2007. Compliance of the same may be sent to this office immediately.

**-Sd-**

**DEPUTY DIRECTOR COORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL  
SCHOOL EDUCATION HARYANA CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**TO**

**ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**

**MEMO NO:- 15/59-2005 CO(4)**

**DATED CHANDIGARH THE 17.08.2007**

**Subject: - Regarding appointment of Guest Faculty Teacher.**

-----

Refer to this Directorate memo No. 15/59-2005 CO(4) dated  
01.08.2007 on the subject cited above.

It is hereby further directed that no Guest Teachers of any  
categories may be engaged till 31<sup>st</sup> August, 2007. It may please be treated as  
most urgent.

**-Sd-**

**Superintendent Co-ordination  
FOR COMMISSIONER & DIRECTOR GENERAL  
SCHOOL EDUCATION HARYANA CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**TO**

**ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**

**MEMO NO:- 15/59-2005 CO(4)**

**DATED CHANDIGARH THE 31.08.2007**

**Subject: - Regarding appointment of Guest Faculty Teacher.**

In continuation of this office order No. 15/59-07 CO(4), dated 31-08-07, now it has been decided that guest teachers may be appointed after 1<sup>st</sup> November, 2007, in the Government Schools against the vacancies provided work load is available in the institution.

**REGISTRAR EDUCATION (SCHOOL)  
For COMMISSIONER & DIRECTOR GENERAL,  
SCHOOL EDUCATION HARYANA.**

**ORDER NO. 15/59-2005 CO (3)****FROM****FINANCIAL COMMISSIONER AND PRINCIPAL SECRETARY TO  
GOVT. HARYANA, EDUCATION DEPTT., CHANDIGARH.****TO**

- 1. ALL THE DISTRICT EDUCATION OFFICERS, IN THE STATE.**
- 2. ALL THE DISTRICT CUM ELEMEMENTARY EDUCATION OFFICERS IN THE STATE.**

**SUBJECT:- REGARDING TRANSFERS OF TEACHERS.**

\*\*\*\*\*

Reference this office Memo No. 15/59-2005- Co (3) dated 31.10.2007 on the subject cited above.

It has been observed by the department that in some cases of or teachers, they are posted in such schools where a teacher engaged on the guest faculty is working and consequently the services of such guest teachers are dispensed with. Thus resulting into net depletion in the number of teachers in the department. The scheme of engaging the teachers on guest faculty was initiated with an objection that the studies of the students should not suffer due to shortage of teachers.

You are therefore directed that if a regular teacher is transferred against a vacancy where a guest teacher is engaged under such situation such transfer orders should not be implemented and the same may be referred back to the Directorate for review/appropriate necessary action.

**-Sd-****DATED:- 16.11.2007****RAJAN GUPTA  
COMMISSIONER AND SECRETARY TO  
GOVT. HARYANA, EDUCATION DEPTT.**

**ENDST NO. 15/39-2005 CO (3)  
16.11.2007**

**DATED, CHANDIGARH, THE**

A copy is forwarded to the following for information and necessary action:-

1. The Chief Secretary Haryana, Chandigarh.
2. Financial Commissioner & Principal Secretary to Govt. Haryana, Finance Deptt. Chandigarh.
3. Higher Education Commissioner, Haryana, Chandigarh.
4. Additional Commissioner cum Director Elementary Education, Haryana, Chandigarh.
5. PS to C&DGSE, Haryana, Chandigarh.
6. All the Block Education Officers of the State. They are directed to bring these orders to the notice of all the Heads of Institutions (Principals & Headmasters) immediately.

**Sd-**

**DEPUTY SECRETARY EDUCATION  
FOR COMMISSIONER AND SECRETARY  
TO GOVT. HARYANA, EDUCATION DEPTT.**

**ORDER NO. 15/59-2005 CO (3)****FROM****FINANCIAL COMMISSIONER AND PRINCIPAL SECRETARY TO  
GOVT. HARYANA, EDUCATION DEPTT., CHANDIGARH.****TO**

- 2. ALL THE DISTRICT EDUCATION OFFICERS, IN THE STATE.**
- 2. ALL THE DISTRICT CUM ELEMEMENTARY EDUCATION OFFICERS IN THE STATE.**

**SUBJECT:-REGARDING BAN ON ENGAGING TEACHERS ON THE  
GUEST FACULTY BASIS.**

\*\*\*\*\*

Reference this office Memo No. 15/59-2005- Co (3) dated 31.10.2007 on the subject cited above.

It has been observed by the department as the 2<sup>nd</sup> Semester is going on and the last date for the admission of students is over and it is not justified to continue engaging new guest teachers at this stage. Hence, the engaging of teachers on the guest faculty basis in the Government schools is henceforth discontinued.

You are, therefore, directed that no fresh guest teacher be engaged in the Government schools. However in a case of extreme exigency, where the shortage of teacher is adversely affecting the studies of the students, the District Education Officers will seek prior permission from the Director giving full justification of the case. any dereliction in this regard will be viewed seriously.

**-Sd-****DATED:- 16.11.2007****RAJAN GUPTA  
COMMISSIONER AND SECRETARY TO  
GOVT. HARYANA, EDUCATION DEPTT.**

**ENDST NO. 15/39-2005 CO (3)  
17.11.2007**

**DATED, CHANDIGARH, THE**

A copy is forwarded to the following for information and necessary action:-

- 7.** The Chief Secretary Haryana, Chandigarh.
- 8.** Financial Commissioner & Principal Secretary to Govt. Haryana, Finance Deptt. Chandigarh.
- 9.** Higher Education Commissioner, Haryana, Chandigarh.
- 10.** Additional Commissioner cum Director Elementary Education, Haryana, Chandigarh.
- 11.** PS to C&DGSE, Haryana, Chandigarh.
- 12.** All the Block Education Officers of the State. They are directed to bring these orders to the notice of all the Heads of Institutions (Principals & Headmasters) immediately.

**Sd-  
DEPUTY SECRETARY EDUCATION  
FOR COMMISSIONER AND SECRETARY  
TO GOVT. HARYANA, EDUCATION DEPTT.**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL  
EDUCATION HARYANA CHANDIGARH.**

**TO**

1. **ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**
2. **ALL THE ADDITIONAL DISTRICT EDUCATION OFFICERS CUM ELEMENTARY EDUCATION OFFICERS IN THE STATE.**

**MEMO NO: - 15/59-2005 CO (4)  
DATED, CHANDIGARH, THE 12.12.2007**

**SUBJECT: - INSTRUCTIONS IN RESPECT OF ENGAGING GUEST  
TEACHERS IN THE GOVT. SCHOOLS.**

\*\*\*\*\*

Those guest teachers who have been relieved from their duties to the promotion of any regular teacher are coming to the Directorate for their further adjustment in the near-by schools against vacancies. They have told that District Education Officers concerned have advised them to approach the Directorate for their further adjustment.

The department has already issued clear cut instructions vide order No. 15/59-2005 CO(4) dated 16.11.2007 and dated 17.11.2007 in which all the District Education Officers and District Elementary Education Officers have been instructed "that no fresh Guest Teacher is to be engaged in the Government Schools. However, in case of an extreme exigency, where the shortage of teacher is adversely affecting the studies of the students, the District Education Officer/District Elementary Education officer will seek prior permission for engaging Guest teacher from the Directorate with giving full justification of the case". Further, it has come to the notice that press reports are appealing in the local papers wherein District Education Officers/District Elementary Education Officers are reported to have issued statement to the effect that no transfer and no promotion can be allowed against Guest Faculty. This is a wrong and no such

statements be given to press in future. It has been directed vide order No. 15/59-2005 CO (4) dated 16.11.2007 that no transfer is to be done against a Guest Faculty by treating that post as vacant. Appointments by promotions are a kind of fresh appointments and they can be posted at a place where Guest Faculty is working by treating it as a vacancy.

In spite of these instructions the District Education Officers and District Education Officers/District Elementary Education Officers are sending the applicants for the Guest Teachers to approach the Directorate for further adjustment. Moreover, the District Education Officers are giving vague statements in the various newspapers and due to these vague statements, the public is misguided and is approaching the Directorate unnecessarily. Therefore, all be District Education Officers and District Elementary Education Officers are advised to restrain from giving such vague statements in the newspapers and adopt the right approach in accordance with the instructions issued by the Directorate in this regard.

**-Sd-**  
**REGISTRAR EDUCATION (SCHOOL)**  
**FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL**  
**EDUCATION HARYANA CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**TO**

- 1. ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**
- 2. ALL THE ADDITIONAL DISTRICT EDUCATION OFFICERS  
CUM ELEMENTARY EDUCATION OFFICERS IN THE STATE.**

**MEMO NO:- 15/59-2005 CO(4)  
DATED CHANDIGARH THE 20.2.2008**

**SUBJECT:- ASSIGNING OF EXAMINATION DUTY TO THE TEACHERS  
ENGAGED ON THE GUEST FACULTY BASIS.**

-----

Reference to this office order No. 15/59-2005 Co (4) dated 18.9.2006/27.9.2006 on the subject cited above.

During the meeting of the representatives of the Teachers Union with the Hon'ble Education Minister, Haryana on 9.2.2008 at Jind, a demand was raised to entrust the work of examination duty to the teachers engaged on the guest faculty basis.

In this context, it is informed that in para 7 of the order No. 15/59-2005 Co (4) dated 18.9.2006/27.9.2006 it has already been mentioned that "The teachers engaged on the guest faculty if entrusted the work relating to examination duty, then they will be paid accordingly. The period of such duty be considered equivalent to the periods allotted for the day to the teacher engaged on the guest faculty basis".

However it is further clarified that the teachers engaged on the guest faculty basis, may be assigned the work relating to Home Examination in the concerned schools i.e. conducting of examination and checking of answer sheets of the students of the classes taught by him/her. They may be paid honorarium equivalent to the periods allotted for the day to them.

**-Sd-**

**SUPERINTENDEN CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL EDUCATION  
HARYANA CHANDIGARH**

**TO**

- 1. ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**
- 2. ALL THE ADDITIONAL DISTRICT EDUCATION OFFICERS CUM  
ELEMENTARY EDUCATION OFFICERS IN THE STATE.**

**MEMO NO:- 15/59-2005 CO(4)  
DATED CHANDIGARH THE 20.2.2008**

**SUBJECT:- ASSIGNING OF EXAMINATION DUTY TO THE TEACHERS  
ENGAGED ON THE GUEST FACULTY BASIS.**

-----

Reference to this office order No. 15/59-2005 Co (4) dated 18.9.2006/27.9.2006 on the subject cited above.

During the meeting of the representatives of the Teachers Union with the Hon'ble Education Minister, Haryana on 9.2.2008 at Jind, a demand was raised to entrust the work of examination duty to the teachers engaged on the guest faculty basis.

In this context, it is informed that in para 7 of the order No. 15/59-2005 Co (4) dated 18.9.2006/27.9.2006 it has already been mentioned that "The teachers engaged on the guest faculty if entrusted the work relating to examination duty, then they will be paid accordingly. The period of such duty be considered equivalent to the periods allotted for the day to the teacher engaged on the guest faculty basis".

However it is further clarified that the teachers engaged on the guest faculty basis, may be assigned the work relating to Home Examination in the concerned schools i.e. conducting of examination and checking of answer sheets of the students of the classes taught by him/her. They may be paid honorarium equivalent to the periods allotted for the day to them.

**-Sd-**

**SUPERINTENDEN CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

प्रेषक

आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

सेवा में

1. राज्य के सभी जिला शिक्षा अधिकारी,
2. राज्य के सभी जिला प्राथमिक शिक्षा अधिकारी,

यादी क्रमांक 15/59-2005 तम (4)  
दिनांक, चण्डीगढ़ 08.04.2008

विषय:- अतिथि अध्यापकों की सेवाएं नये शैक्षणिक सत्र में जारी रखने बारे।

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उपरोक्त विषय पर आपसे अनुरोध है कि जिन अतिथि अध्यापकों को शैक्षणिक सत्र 2008-08 की वार्षिक परीक्षाएं आरम्भ होने से पूर्व अथवा Examination duty/उत्तर पुस्तिकाओं के मुल्यांकन के बाद विद्यालयों में अवकाश होने के कारण कार्यभार मुक्त कर दिया गया था, को वर्कलोड के आधार पर वापिस उन्हीं विद्यालयों में पुनः कार्यग्रहण करवा लिया जाये, जहां वह पहले कार्यरत थे।

**-Sd-**

अधीक्षक तालमेल  
कृते: आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

प्रेषक

आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

सेवा में

1. राज्य के सभी जिला शिक्षा अधिकारी,
2. राज्य के सभी जिला प्राथमिक शिक्षा अधिकारी,

यादी क्रमांक 15/59-2005 तम (4)  
दिनांक, चण्डीगढ़ 08.04.2008

विषय:- अतिथि संकाय में नियुक्त अतिथि अध्यापकों से परीक्षा से सम्बंधित कार्य लेने हेतु।

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उपरोक्त विषय के सन्दर्भ में इस कार्यालय के यादी क्रमांक 15/59-2005 तम (4) दिनांक 20.02.2008 के अन्तर्गत अनुरोध किया गया था कि अतिथि संकाय में नियुक्त अतिथि अध्यापकों से घरेलू परीक्षाओं से सम्बंधित कार्य जैसे परीक्षाओं का संचालन तथा उन द्वारा पढ़ाई गई कक्षाओं की उत्तर पुस्तिकाओं के मुल्यांकन का कार्य भी लिए जायें, तथा उन्हें एक दिन में आबंटित पीरियडज के मानदेय के बराबर भुगतान किया जाएं।

आपको पुनः स्पष्ट किया जाता है कि अतिथि अध्यापकों से घरेलू परीक्षाओं से सम्बंधित कार्य जैसे परीक्षाओं का संचालन तथा उन द्वारा पढ़ाई गई कक्षाओं की उत्तर पुस्तिकाओं का मुल्यांकन कार्य भी करवा लिया जाएं तथा इसके बदले उन्हें आबंटित पीरियडज का जितना मानदेय बाकि दिनों में दिया जाता है उसी के अनुसार मानदेय का भुगतान कर दिया जायें।

**-Sd-**

अधीक्षक तालमेल

कृते: आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

प्रेषक

आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

सेवा में

1. राज्य के सभी जिला शिक्षा अधिकारी,

यादी क्रमांक 15/59-2007 तम (4)  
दिनांक, चण्डीगढ़ 11-4-2008

विषय:-

101 राजकीय वरिष्ठ माध्यमिक विद्यालयों जिनमें वर्ष 2007-08 के दौरान विज्ञान संकाय आरम्भ की गई थी में अतिथि संकाय में प्राध्यापक लगाने बारे। से परीक्षा से सम्बंधित कार्य लेने हेतू।

उपरोक्त विषय के सन्दर्भ में।

वर्ष 2007-08 में विभाग द्वारा 101 राजकीय वरिष्ठ माध्यमिक विद्यालयों में विज्ञान संकाय चालू की गई थी तथा इन विद्यालयों में इस कार्यालय के यादी क्रमांक 4/37-2007 सै0शि0 (3) दिनांक 29-11-2007 के अन्तर्गत 303 प्राध्यापकों (भौतिकी, रसायन शास्त्र, गणित) के पद स्वीकृत किये गये थे। इस कार्यालय के ध्यान में लाया गया कि उक्त विद्यालयों में विज्ञान एवं गणित विषय के प्राध्यापकों के पद खाली पड़ें हैं।

अतः आपसे अनुरोध है कि उक्त विद्यालयों में विज्ञान संकाय को चालू रखने के लिए यदि नियमित प्राध्यापक कार्यरत नहीं हैं तो उनमें अतिथि संकाय पर भौतिकी, रसायन शास्त्र, गणित विषय के प्राध्यापक लगा लिये जायें ताकि विज्ञान संकाय को चालू रखा जा सके।

-Sd-

अधीक्षक तालमेल

कृते: आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

**FROM**

**COMMISSIONER & DIRECTOR GENERAL,  
SCHOOL EDUCATION HARYANA CHANDIGARH**

**TO**

- 1. ALL THE DISTRICT EDUCATION OFFICERS  
IN THE STATE.**
- 2. ALL THE ADDITIONAL DISTRICT EDUCATION OFFICERS  
CUM ELEMENTARY EDUCATION OFFICERS IN THE STATE.**

**MEMO NO:- 15/59-2005 CO(4)  
DATED CHANDIGARH THE 6.5.2008**

**SUBJECT: -REGARDING COUNTING OF TEACHING EXPERIENCE  
RENDERED BY THE TEACHERS ENGAGED ON THE GUEST  
FACULTY BASIS.**

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In continuation of this office Memo No. 22/70-2007 Co (4) dated 31.12.2007 vide which it was decided that if any teacher engaged on the guest faculty basis asks for the issuance of the experience certificate, then the same may be issued to him/her specifically mentioning therein that he/she has worked in the school on the guest faculty basis and he/she has been paid honorarium @ per period.

Now the Govt. has further considered the matter and it has been decided that the service rendered by the guest faculty teachers engaged in Govt. Schools may be counted as teaching experience. The duration of experience should be calculated by dividing the number of periods taught by guest faculty teacher by 36 which will give the experience of the guest faculty teacher in weeks.

**-Sd-**

**SUPERINTENDENT CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL,  
SCHOOL EDUCATION HARYANA CHANDIGARH**

**TO**

- 1. ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**
- 2. ALL THE DISTRICT ELEMENTARY EDUCATION OFFICERS IN THE STATE.**
- 3. ALL THE BLOCK EDUCATION OFFICERS IN THE STATE.**

**MEMO NO. 15/59-2005 CO (4)  
DATED, CHANDIGARH, THE 07.01.2008**

**SUBJECT: - ENHANCEMENT OF REMUNERATION/HONORARIUM OF THE GUEST TEACHERS ENGAGED ON THE GUEST FACULTY BASIS.**

In continuation of this office Memo No. 15/59-2005 CO (3) dated 29.11.2005 on the subject cited above.

The matter regarding enhancement of the remuneration/honorarium being paid to the teachers engaged on the guest faculty basis has been engaging the attention of the Govt. from the past some time. Now it has been to enhance the remuneration/honorarium being paid to the teachers engaged on the guest faculty basis. The revised rates of the remuneration/honorarium will be as under:-

<b>Sr. No.</b>	<b>Category</b>	<b>Existing rates of Remuneration/ Honorarium for teachers engaged on guest faculty (on period basis)</b>	<b>Revised rates of Remuneration/ Honorarium for teachers engaged on guest faculty (on period basis)</b>
<b>1.</b>	SCHOOL LECTURERS	Rs. 80/- per period	Rs. 105/- per period
<b>2.</b>	MASTERS	Rs. 55 /- per period	Rs. 70 /- per period
<b>3.</b>	HINDI/SANSKRIT/ PUNJABI TEACHERS	Rs. 50/- per period	Rs. 65/- per period
<b>4.</b>	DRAWING TEACHERS	Rs. 45/- per period	Rs. 60/- per period
<b>5</b>	JBT	Rs. 225/- per day	Rs. 295/- per day

These revised rates of remuneration/ honorarium will be effective w.e.f. 01.01.2008.

**-Sd-**  
**SUPERINTENDENT CO-ORDINATION**  
**FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL**  
**EDUCATION HARYANA CHANDIGARH.**

**ENDST NO. EVEN**

**DATED CHANDIGARH THE 07.01.2008**

A copy is forwarded to the following for information and necessary action:-

1. The Chief Secretary Haryana, Chandigarh.
2. Financial Commissioner & Principal Secretary to Govt. Haryana, Finance Deptt. Chandigarh w.r.t. his U.O. No. 60/88/05-3 FD-II/ 3066 dated 31.12.2007/01.01.2008.
3. The Accountant General (A&E) Haryana Chandigarh,
4. P.S. To C&DGSE Haryana Chandigarh.
5. PS to DEE.

**-Sd-**  
**SUPERINTENDENT CO-ORDINATION**  
**FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL**  
**EDUCATION HARYANA CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL EDUCATION HARYANA  
CHANDIGARH**

**TO**

2. **ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**
2. **ALL THE DISTRICT ELEMENTARY EDUCATION OFFICERS IN THE STATE.**
3. **ALL THE BLOCK EDUCATION OFFICERS IN THE STATE.**

**MEMO NO. 15/59-2005 CO (4)**

**DATED, CHANDIGARH, THE 10.01.2008**

**SUBJECT: - ENHANCEMENT OF REMUNERATION/HONORARIUM OF THE GUEST TEACHERS ENGAGED ON THE GUEST FACULTY BASIS.**

—————  
In continuation of this office Memo No. 15/59-2005 CO (3) dated 7.1.2008 on the subject cited above.

The revised rates of the remuneration/ honorarium in respect of the Language Teachers (Hindi/Punjabi/Sanskrit Teachers ) may be read as Rs. 70/- per period instead of Rs. 65/- per period.

These revised rates of remuneration/ honorarium will be effective w.e.f. 1,1.2008.

**-Sd-**

**SUPERINTENDENT CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH.**

**ENDST NO. EVEN**

**DATED CHANDIGARH THE 07.01.2008**

action:- A copy is forwarded to the following for information and necessary

2. The Chief Secretary Haryana, Chandigarh.
2. Financial Commissioner & Principal Secretary to Govt. Haryana, Finance Deptt. Chandigarh w.r.t. his U.O. No. 60/88/05-3 FD-II/ 3066 dated 31.12.2007/01.01.2008.
3. The Accountant General (A&E) Haryana Chandigarh,
4. P.S. To C&DGSE Haryana Chandigarh.
5. PS to DEE.

-Sd-  
**SUPERINTENDENT CO-ORDINATION  
 FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
 EDUCATION HARYANA CHANDIGARH**

**OFFICE OF THE COMMISSIONER & DIRECTOR GENERAL SCHOOL  
 EDUCATION HARYANA CHANDIGARH**  
**ORDER NO. 15/59-2005-CO (4)      DATED CHANDIGARH THE 22.4.2008**

The matter regarding transfer of teachers against Guest Faculty was discussed in the meeting taken by Hon'ble Education Minister, Haryana on 17.04.2008. It has been noticed that the data with regard to guest teachers is not fully available and can never be kept up to date at the level of the Directorate and therefore, large number of stations where the computerized record of the Directorate shows vacancy are no actually vacant as a guest faculty is working on that post. It has been decided that for all future transfer proposal, first it would be established from the Head of the Institution where the transfer is intended to be done, as to whether a clear vacancy exists in that school or not. After receiving this information about facts and if a clear vacancy is available and no guest faculty is working there only then the transfer orders will be issued.

**ANURAG RASTOGI  
 COMMISSIONER & DIRECTOR GENERAL SCHOOL  
 EDUCATION HARYANA CHANDIGARH**

**ENDST. NO. EVEN      DATED CHANDIGARH THE 26.6.2008**

A copy is forwarded to the following for information and necessary action:-

1. Private Secretary to the OSD-I/C.M.
2. Private Secretary to the OSD-II/C.M.
3. Private Secretary to the Education Minister Haryana.
4. Senior Secretary to the Commissioner and Secretary to Govt. Haryana, Education Department, Chandigarh.
5. P.S./Parliamentary Secretary, Education and Employment.
6. Private Secretary to C&DGSE.
7. Private Secretary to Director Elementary Education, Haryana, Chandigarh.
8. P.A./Additional Director Administration
9. P.A./Joint Director Administration-I.

10. P.A./Joint Director Administration-II.
11. All the branch officers/Superintendents at the Headquarter.

**-Sd-**

**SUPERINTENDENT CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL EDUCATION  
HARYANA CHANDIGARH**

**TO**

- 1. ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**
- 2. ALL THE ADDITIONAL DISTRICT EDUCATION OFFICERS CUM  
ELEMENTARY EDUCATION OFFICERS IN THE STATE.**

**MEMO NO 15/59-2005 CO(4)  
DATE, CHANDIGARH, THE 06-05-2008**

**SUBJECT: - CLARIFICATION REGARDING ISSUES RELATING TO THE  
TEACHERS ENGAGED ON THE GUEST FACULTY BASIS.**

Reference on the subject cited above.

The Govt. has taken the following decisions regarding the issues relating to the teachers engaged on the guest faculty basis:-

- 1.** The rates of the honorarium as revised vide this office Memo No. 15/59-2005 Co (4) dated 7.1.2008 and 10.1.2008 of the teachers engaged on the Guest Faculty basis will be effective w.e.f. 1.11.2007 instead of 1.1.2008 and they may be paid arrears of honorarium of two months accordingly.
- 2.** The honorarium for the National Holidays i.e. 26<sup>th</sup> January, 15<sup>th</sup> August and 2<sup>nd</sup> October would be admissible to guest faculty teachers equivalent to the periods allotted to them.
- 3.** In case, any guest faculty teacher falls ill, he/she would be allowed one off day in a month on the production of medical certificate from any Govt. Hospital/Registered Medical Practitioner and will be paid honorarium equivalent to the periods allotted to him/her.
- 4.** The female guest faculty teachers would be allowed one month emoluments, equivalent to the periods allotted to her to discharge her maternity obligations. However this provision shall be applicable to the female guest faculty teachers already working. Those who are in a family way should not be engaged on the guest faculty.
- 5.** The attendance of the guest faculty teachers may be recorded in the same attendance register on which the regular employees mark their attendance but on a separate page at the back of the attendance register.

**-Sd-**

**SUPERINTENDENT CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**ENDST. NO. EVEN**

**DATED CHANDIGARH THE 26.6.2008**

A copy is forwarded to the following for information and necessary action:-

1. Additional Commissioner cum Director Elementary Education, Haryana, Chandigarh.
2. Private Secretary to the OSD-I/C.M.
3. Private Secretary to the OSD-II/C.M.
4. Private Secretary to the Education Minister Haryana.
5. Private Secretary to Parliamentary Secretary (Education and Employment).
6. Senior Secretary to CEL.
7. Private Secretary to C&DGSE.
8. Steno/Additional Director Administration.
9. P.A./JDA-I.
10. Steno/JDA-II.
11. All the officers/head of the branches (Headquarter).

- Sd-

**SUPERINTENDENT CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**FROM****COMMISSIONER & DIRECTOR GENERAL, SCHOOL EDUCATION  
HARYANA CHANDIGARH****TO****ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.****MEMO NO 15/59-2005 CO (4)  
DATE, CHANDIGARH, THE 21.07.2008****SUBJECT: - TO ENGAGE LECTURERS ON THE GUEST FACULTY BASIS  
IN SCIENCE & COMMERCE STEAMS IN 213 GOVT. SENIOR  
SECONDARY SCHOOLS.**

\*\*\*\*\*

Reference on the subject cited above.

The Govt. has identified 213 Govt. Senior Secondary Schools for the upgradation of infrastructure and other facilities. It has come to the notice of the department that in some of these schools the students of science and Commerce (10+1 & 10+2 classes) faculty have been enrolled but the posts of these subjects are not sanctioned Keeping in view the fact that the studies of the students do not suffer, all the Principals of above 213 Govt. Senior Secondary Schools may be directed to engage Lecturers on the guest faculty basis for Science & Commerce subjects in 10+1 and 10+2 classes wherever the number of students is more than 20 in the above mentioned subjects and the selection process be completed within 15 days. However, wherever the number of students in the above subjects is less than 20, a consolidated list of such schools, subject wise demand and specifying the number of students be sent to the Directorate for approval. However it may be insured that while engaging teachers on the guest faculty basis the earlier Instructions issued by the department are strictly followed.

**-Sd-****SUPERINTENDENT CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**FROM****COMMISSIONER & DIRECTOR GENERAL, SCHOOL EDUCATION  
HARYANA CHANDIGARH****TO****ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.****MEMO NO 15/59-2005 CO (4)  
DATE, CHANDIGARH, THE 21.07.2008****SUBJECT: - TO ENGAGE LECTURERS ON THE GUEST FACULTY BASIS  
IN SCIENCE & COMMERCE STEAMS IN 213 GOVT. SENIOR  
SECONDARY SCHOOLS.**

\*\*\*\*\*

Reference on the subject cited above.

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**-Sd-****SUPERINTENDENT CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**FROM**

**COMMISSIONER & DIRECTOR GENERAL, SCHOOL EDUCATION  
HARYANA CHANDIGARH**

**TO**

**ALL THE DISTRICT EDUCATION OFFICERS IN THE STATE.**

**MEMO NO 15/59-2005 CO (4)  
DATE, CHANDIGARH, THE 21.07.2008**

**SUBJECT: - TO ENGAGE LECTURERS ON THE GUEST FACULTY BASIS IN  
SCIENCE & COMMERCE STEAMS IN 213 GOVT. SENIOR  
SECONDARY SCHOOLS.**

\*\*\*\*\*

Reference on the subject cited above.

The Govt. has identified 213 Govt. Senior Secondary Schools for the upgradation of infrastructure and other facilities. It has come to the notice of the department that in some of these schools the students of science and Commerce (10+1 & 10+2 classes) faculty have been enrolled but the posts of these subjects are not sanctioned Keeping in view the fact that the studies of the students do not suffer, all the Principals of above 213 Govt. Senior Secondary Schools may be directed to engage Lecturers on the guest faculty basis for Science & Commerce subjects in 10+1 and 10+2 classes wherever the number of students is more than 20 in the above mentioned subjects and the selection process be completed within 15 days. However, wherever the number of students in the above subjects is less than 20, a consolidated list of such schools, subject wise demand and specifying the number of students be sent to the Directorate for approval. However it may be insured that while engaging teachers on the guest faculty basis the earlier Instructions issued by the department are strictly followed.

**-Sd-**

**SUPERINTENDENT CO-ORDINATION  
FOR COMMISSIONER & DIRECTOR GENERAL SCHOOL  
EDUCATION HARYANA CHANDIGARH**

**From**  
**Commissioner &**  
**Director General,**  
**School Education,**  
**Haryana, Chandigarh.**

**To**  
**All the District**  
**Education Officers/**  
**District Elementary**  
**Education Officers in**  
**the State.**

**MEMO NO. 15/59-2005 CO (4)**

**DATED CHANDIGARH, THE 2.12.2008**

**SUBJECT: GUIDELINES FOR TEMPORARY ADJUSTMENT OF DISPLACED GUEST TEACHERS.**

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*Please find* enclosed herewith a copy of guidelines for temporary adjustment of displaced guest teachers for information and further necessary action.

It is requested that *these guidelines* may be followed strictly in letter and spirit.

*These guidelines* may also be circulated to all the Heads of the Institutions and Block Education Officers under your control.

**ENCL: COPY OF GUIDELINES**

**-Sd-**  
**SUPERINTENDENT CO-ORDINATION**  
**FOR COMMISSIONER & DIRECTOR GENERAL**  
**SCHOOL EDUCATION, HARYANA,**  
**CHANDIGARH.**

**Guidelines for temporary adjustment of displaced guest teachers.**

The State Government have issued instructions from time to time for engaging guest teachers at the local institutional level against vacancies in the interest of studies of students studying in Government schools. The BEOs and Heads of Institutions were authorized to engage guest teachers on per period basis from amongst the candidates available in the same village etc. in accordance with the procedure laid down in the guidelines. The guideline clearly stipulates that once a regular teacher becomes available, the guest teachers will be dis-engaged.

**2.** Groups of guest teachers have been meeting various functionaries of the State Government with a request for temporary re-engagement if vacancies were available else-where, pending arrival of regular employees.

**3.** The State Government has considered this matter and has decided the following course of action on the subject:-

**(i)** There will be a complete ban on engagement of fresh guest teachers. For any requirement for engagement of guest teachers, only those persons who had worked as guest teachers under the Education Department in Haryana and were displaced due to the arrival of a regular incumbent, will be considered. The detailed procedure to be followed in this matter is given as under:-

**(a)** Whenever a vacancy arises in any school, and it is considered necessary to engage a Guest teacher in the interest of studies of children, the authority competent to engage Guest Teacher, will display the vacancy on the notice board of the school and inform the Panchayat through a written communication to the Sarpanch of the village, and invite application from the displaced Guest Teacher available in that village for that category. If such a displaced guest teacher belonging to the same village is available, then he/she could be engaged. If more than one displaced Guest Teacher from the same village is available, then the one having higher merit may be considered for engaging.

**(b)** When no displaced Guest Teacher from the same village is available, the Head of the Institution will send intimation of the vacancy to the DEO/DEEO office along with justification for engaging a Guest teacher in the interest of studies of students.

- (c) DEO/DEED of the respective districts will compile such information received from schools Block-wise every month and display it on the notice board on first working day of the following month. Displaced guest teachers may obtain the information from notice board in the offices of DEO/DEEO and may submit their request to the DEO/DEEO for engagement as guest teacher for a particular school/schools.
- (d) Against the vacancies displayed on the notice board, displaced guest teachers may be recommended by the DEO/DEEO for the engagement to the head of the institution as per needs/BEO in the following manner;

**(i) First Priority:**

First priority will be accorded to those guest teachers who were displaced from the same Block in which the vacancy has occurred. In case there are more than one applicant, then the one with more experience will be recommended;

**(ii) Second Priority:**

If no displaced guest teacher from the same Block is available, then a displaced guest teacher from other blocks of the same district having longest experience as guest teacher out of the available applicants will be recommended;

**(iii) Third Priority:**

If no displaced guest teacher from the same district is available, then a displaced guest teacher from anywhere in the State having longest experience as guest teacher out of the available applicants will be recommended.

4. Only those guest teachers, who were engaged within the terms of guest teachers policy before the imposition of ban dated 17.11.2007, would be considered for adjustment under this policy. Further those guest teachers, who were engaged after dated 17.11.2007 with the explicit approval of the Director concerned, they will also be considered.
5. DEO/DEEOs will compile and enlist all the applications of each category recommended upto 10<sup>th</sup> every month and display the same on the office notice board by 15<sup>th</sup> day of the same month. DEO/DEEOs will issue to the eligible applicants a letter of recommendation for engagement by the relevant school head/BEO. The displaced guest teacher who has been issued a recommendation letter will report to the relevant institution within 2 working days.

6. In case the displaced Guest Teacher fails to report within the stipulated time, then the Head of the School shall treat it as vacancy and inform the DEO/DEEO for inclusion in the list of vacancies for next month. The Guest Teacher who fails to join will be debarred from being considered for engagement in future.

7. Following schedule will be observed for implementing the guidelines:-

<b>Sr. No.</b>	<b>Action</b>	<b>Time</b>	<b>For example</b>
<b>1</b>	Intimation by Head of the School to DEO/DEEO.	25 <sup>th</sup> of every month.	25 <sup>th</sup> Nov.2008.
<b>2</b>	Compilation and display on Notice Board by the DEO/DEEO	1 <sup>st</sup> working day of the following month.	1 <sup>st</sup> Dec. 2008.
<b>3</b>	Filing of application by displaced Guest Teachers,	Upto 10 <sup>th</sup> of the month at Sr.No.2.	10 <sup>th</sup> Dec.2008.
<b>4</b>	Finalization and issue of recommendation letter to the Guest Teacher for a particular school by the DEO/DEE° office.	15 <sup>th</sup> of the month at Sr.No.2.	15 <sup>th</sup> Dec.2008

8. It is made clear that in case a displaced guest teacher fails to apply within stipulated time or fails to appear before the DEO/DEEO on the date of finalization, his case would not be considered.

9. The interested displaced guest teachers will bring their experience certificate from the Head of the Institution/(BR) in accordance with the guidelines to be issued separately.

10. It is reiterated that in terms of the instructions of the State Government as well as decision of Courts including Hon'ble Supreme Court, the Guest Teachers have no right for re-engagement or for their continuation as such, as they were engaged at the local level without issuing a general advertisement and without preparing a general merit list. . As such, the guest teachers have no right for re-engagement or for continuation of their services in any manner. This adjustment policy is being issued as a matter of expediency as a stop gap

arrangement till the regularly recruited persons becomes available. It is also made clear that the State Government is under no legal obligation to adjust the displaced guest faculty and no State wide list for adjustment will be kept. It is up to the guest faculty to look for suitable vacancies in the districts of choice and apply for consideration for engagement if possible.

<p><b>From</b>  <b>Commissioner &amp;  Director General,  School Education,  Haryana, Chandigarh.</b></p>
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<p><b>To</b>  <b>All the District  Education Officers/  District Elementary  Education Officers in  the State.</b></p>
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**MEMO NO. 15/59-2005 CO (4)**

**DATED CHANDIGARH, THE 12.12.2008**

**Subject:- Issuance of Experience Certificate to guest teachers engaged as per policy/instructions of the State Government.**

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In continuation of this office Memo No.15/59-2005 CO(4) dated 2.12.08 under which at Sr.No.9 it has been mentioned that the displaced Guest Teacher who is interested for his/her adjustment will have to bring the experience certificate from the Head of Institution/BE0 where he/she had served as Guest teacher. It is hereby directed that the experience certificate henceforth will be issued to the Guest Teachers on a prescribed proforma which are being got printed by this office and would be dispatched to all the DEOs/DEEOs separately.

2. The interested displaced guest teachers will submit his/her application with two photographs for experience certificate to the Head of the Institution where he/she was teaching. The Head of the Institution will prepare the experience certificate, enter the particulars and paste a photograph in a separate register to be maintained for this purpose and will officially forwarded the certificate to DEC concerned for his counter-signature. The DEO concerned will check and countersign the certificate and enter the particulars in a separate register to be maintained in his office and issue the certificate after inscribing his office dispatch no. & date of issue on the space provided on the right side of the certificate. Further in supersession of previous letter No.15/59-2005 CO(4) dated 6-5-08 the experience would be calculated as under:

**(i)** The JBT teachers are paid remuneration on per day basis.

Therefore, while calculating the experience of JBT Teachers in number of weeks, their experience can be worked out by dividing the number of days taught by a Guest Teacher by 7 (seven). For example if a guest teacher has been paid remuneration for 283 days, his/her experience works out to  $283 \div 7 = 40.4$  weeks or 40 weeks.

- (ii)** In case of other teachers i.e. Masters, C&V Teachers and Lecturers etc, the experience in number of weeks will be calculated by dividing the number of periods taught by that guest teacher by 30 in case of Lecturer, 36 in case of Master and 39 in case of C&V teacher. For example if a guest teacher (Master Category) has taught 1245 periods then his/her experience would come out to  $1245 \div 36 = 34.5$  weeks or 35 weeks.

It is requested that this letter may be circulated to all the Heads of the Institutions working under your control and the above instructions regarding experience certificate may be followed in letter and spirit.

**-Sd-**  
**SUPERINTENDENT CO-ORDINATION**  
**FOR COMMISSIONER & DIRECTOR GENERAL**  
**SCHOOL EDUCATION, HARYANA,**  
**CHANDIGARH.**

**FROM**

**COMMISSIONER AND DIRECTOR GENERAL SCHOOL EDUCATION,  
HARYANA, CHANDIGARH.**

**TO**

- 1. ALL THE DISTRICT EDUCATION OFFICERS**
- 2. ALL THE DISTRICT ELEMENTARY EDUCATION OFFICERS**
- 3. ALL THE BLOCK EDUCATION OFFICERS**

**MEMO NO- 15/59- 2005 CO (4)  
DATED CHANDIGARH, THE 13.02.2009**

**SUBJECT: - GUIDELINES FOR TEMPORARY ADJUSTMENT OF DISPLACED  
GUEST TEACHERS.**

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Kindly refer to this office memo no. 15/59-2005 Co (4) dated 2.12.2008 vide which guidelines for temporary- adjustment of displaced guest teachers have been issued.

After careful consideration of the matter, it has been decided that only those displaced guest teachers who have a minimum 6 months teaching experience may be considered for adjustment in terms of the said policy dated 2.12.2008.

It is directed that these guidelines may please be circulated to all the Head of institutions and be followed strictly in letter and spirit.

**-Sd-**

**SUPERIN DENT CO-ORDINATION  
for COMMISSIONER AND DIRECTOR GENERAL  
SCHOOL EDUCATION, HARYANA, CHANDIGARH**

**From**  
**Commissioner &**  
**Director General,**  
**School Education,**  
**Haryana,**  
**Chandigarh.**

**To**  
 1. All the District  
 Education Officers  
 in the State.  
 2. All the DEEOs/  
 BEOs in the State.

**Memo No. 15/59-2005 Co (4)**

**Dated, Chandigarh, the 27.03.09**

**Subject: - Engagement of Guest Teachers.**

Reference on the subject cited above.

**2** Some queries have been received from field asking as to whether ban on engagement of fresh guest teachers has been lifted or not. It is clarified that the ban imposed on engagement of fresh guest teachers continues and no fresh guest teacher can be and should be engaged anywhere.

**3** However, the guidelines for adjustment of displaced guest teachers already issued should be strictly adhered to in letter and spirit. Any violation of the said guidelines will be viewed seriously.

**-Sd-**

**Superintendent Co-ordination**  
**Commissioner & Director General,**  
**School Education, Haryana,**  
**Chandigarh.**

**No. 15/59-2005 Co (4)****From****Financial Commissioner & Principal Secretary to  
Government, Haryana, Education & Languages Department.****To**

- 1. All the District Education Officers in Haryana.**
- 2. All the Addl. Elementary Education Officers in Haryana.**

**Dated, Chandigarh, the 2<sup>nd</sup> March 2009.****Subject: - Changing the Terms & Conditions of engagement of Guest Teachers.**

\*\*\*\*\*

It has been continuous endeavour of the Department to ensure that studies of the students do not suffer on account of non-availability of teachers. In an effort to further improve the situation in this respect, the Government has decided to amend the Terms & Conditions (Issued vide letter No. 15/59-2005 Co(3) dated 298.11.2005, 16.12.2005 & 27.09.2006) of engagement of the Guest Teachers as under:-

- (i)** The Guest Teachers will now be engaged for a period of one year on contract basis instead of their earlier engagement on per day\per period basis. Such Guest Teachers who will be kept on contract basis shall not ordinarily be removed during their period of contract. Their services, however, can be terminated before the expiry of the contract period, on the availability of a regular person by way of transfer, promotion or direct recruitment.
- (ii)** In the event of a Guest Teacher being removed on the availability of regular teacher in the above stated manner, such Guest Teacher shall be adjusted at another place in accordance with adjustment policy already issued by the Department.
- (iii)** With effect from April 1<sup>st</sup>, 2009, the per month remuneration admissible to various categories of Guest Teachers shall be as given below:-

<b>Sr. No.</b>	<b>Category</b>	<b>:</b>	<b>Remuneration</b>
<b>a)</b>	Lecturers	<b>:</b>	Rs. 13,500/- pm
<b>b)</b>	Masters & Language Teachers (Hindi, Punjabi & Sanskrit)	<b>:</b>	Rs. 11,000/- pm
<b>c)</b>	JBT & Drawing Teachers	<b>:</b>	Rs. 11,000/- pm

- (iv) The Guest Teachers will be entitled to all gazetted holidays. No deduction from the monthly contract amount shall be made in this regard.
- (v) The Guest Teachers will be entitled to 12 casual leaves @ one per calendar month for any personal reason including medical.
- (vi) The contract of the Guest Teacher can be terminated if his work and conduct is not found satisfactory.

All the District Education Officers, District Elementary Education Officers, Block Education officers are requested to bring these instructions to the notice of all the Heads of Institutions for strict compliance.

-Sd-

**Commissioner & Director General, School Education  
and Spl. Secy to Govt., Haryana, Education  
Department, Chandigarh.**

**Endst, No. Even**

**Dated Chandigarh, the 2<sup>nd</sup> March, 2009.**

1. Director, Elementary Education, Haryana, Chandigarh.
2. Financial Commissioner & Principal Secretary to Govt., Haryana, Finance Department, Chandigarh w.r.t. to his 1.1.0, No. 60/ 88/05- 3FD-II/ 574 dated 1.3.2009.
3. Sr. Secy/ FCEL.
4. Sr. Secy/ E.M.
5. P.S./C86DGSE.

-Sd-

**Commissioner & Director General, School Education  
and Spl. Secy to Govt., Haryana, Education  
Department, Chandigarh.**

प्रेषक

आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

सेवा में

सभी जिला शिक्षा अधिकारी,  
हरियाणा राज्य।

यादी क्रमांक 15/194-2009 तम (4)  
दिनांक, चण्डीगढ़ 3-3-2010

विषय:- वर्कलोड के आधार पर नियुक्त गैस्ट प्राध्यापकों का वेतन निकलवाने बारे।

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उपरोक्त विषय पर आपसे अनुरोध किया जाता है कि वर्कलोड के आधार पर नियुक्त गैस्ट प्राध्यापकों का वेतन आपके जिले में किसी भी प्राध्यापक की रिक्ति के विरुद्ध निकलवा लिया जाए।

**-Sd-**

अधीक्षक तालमेल  
कृते: आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

सेवा में

सभी जिला शिक्षा अधिकारी,  
हरियाणा राज्य।

यादी क्रमांक 15/194-2009 तम (4)  
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विषय:- वर्कलोड के आधार पर नियुक्त गैस्ट प्राध्यापकों का वेतन निकलवाने बारे।

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उपरोक्त विषय पर आपसे अनुरोध किया जाता है कि वर्कलोड के आधार पर नियुक्त गैस्ट प्राध्यापकों का वेतन आपके जिले में किसी भी प्राध्यापक की रिक्ति के विरुद्ध निकलवा लिया जाए।

**-Sd-**

अधीक्षक तालमेल  
कृते: आयुक्त एवं महानिदेशक विद्यालय शिक्षा,  
हरियाणा, चण्डीगढ़।

**No. 15/59-2005 Co (4)**

**From**

**Commissioner & Director General,  
School Education Department, Haryana, Chandigarh.**

**To**

- (i) All the District Education Officers in Haryana State.**
- (ii) All the District Elementary Education Officers in Haryana State.**

**Dated Chandigarh, the 26<sup>th</sup> March, 2010.**

**Subject: - Terms and conditions of engagement of Guest Teachers.**

I have been directed to draw your attention to the Government letter No 15/59-2005 CO(4), dated 2<sup>nd</sup> March, 2009 on the subject noted above and to say that the State Government has decided to extend the period of engagement of guest teachers who are presently working on contract basis in various Haryana government Schools for a further period of one year subject to the following conditions:-

- (i)** Their contract as guest teachers can be terminated any time on the availability of a regular person by way of transfer, promotion or direct recruitment.
- (ii)** Their engagement will remain subject to the outcome of pending writ petitions before the Hon'ble Punjab & Haryana High Court.
- (iii)** Other terms and conditions of engagement as guest teacher will remain same as conveyed vide the aforesaid letter No 15/59-2005 CO(4), dated 2<sup>nd</sup> March, 2009.

**-Sd-**

**REGISTRAR EDUCATION (SCHOOL)  
FOR COMMISSIONER & DIRECTOR GENERAL,  
SCHOOL EDUCATION, HARYANA, CHANDIGARH**

**FROM****THE COMMISSIONER & DIRECTOR GENERAL,  
SCHOOL EDUCATION, HARYANA, CHANDIGARH.****TO****ALL THE DISTRICT EDUCATION OFFICERS/  
DISTRICT ELEMENTARY EDUCATION OFFICERS,  
IN THE STATE OF HARYANA.****MEMO NO.: 15/59-2005 CO(4)  
DATED, CHANDIGARH: 31.03.2010****SUBJECT: REGARDING POSTING OF NEWLY APPOINTED/PROMOTED  
TEACHERS OF VARIOUS CATEGORIES.**

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As you are aware that the studies of the students may not suffer due to shortage of teachers, the guest faculty teachers have been engaged in Govt. Schools. It has been noticed in the past that posting of newly appointees/promoted teachers are made against the guest teachers despite the fact that vacancies are available in other schools where no guest faculty teacher is working and immediate requirement of teacher is there in such schools. In such a situation the studies of the students badly suffers due to the fact that the guest faculty teacher is not immediately made available as per the adjustment policy. Keeping in view of the above it has been decided that in future while posting of newly appointed/promoted teachers of various categories it may be tried first that such vacancies may be filled up against which no guest teacher is working and therefore, studies are suffering in the absence at a guest/regular teacher. Only after the aforesaid vacancies are filled up. the spill over regular appointees/promotees may be posted against vacancies on which guest teachers are working.

**-Sd-****REGISTRAR EDUCATION (SCHOOL)  
FOR COMMISSIONER & DIRECTOR GENERAL,  
SCHOOL EDUCATION, HARYANA, CHANDIGARH**

ENDST NO. EVEN

DATED CHANDIGA 31.03.2010

A copy is forwarded to the following for information and necessary action:-

1. PS/Commissioner & Director General School Education, Haryana  
Chandigarh.

2. PS/ Director Elementary Education, Haryana, Chandigarh.
3. All the Branch Officers/Superintendents at the Headquarter.

**-Sd-**

**REGISTRAR EDUCATION (SCHOOL)  
FOR COMMISSIONER & DIRECTOR GENERAL,  
SCHOOL EDUCATION, HARYANA, CHANDIGARH**

248.1-7. Cell  
20-10-10

FROM

DIRECTOR SCHOOL EDUCATION,  
HARYANA CHANDIGARH

TO

1. ALL THE DISTRICT EDUCATION OFFICERS  
IN THE STATE.
2. ALL THE ADDITIONAL DISTRICT EDUCATION OFFICERS CUM  
ELEMENTARY EDUCATION OFFICERS IN THE STATE.

MEMO NO:- 15/59-2005 CO (4)  
DATED CHANDIGARH THE 18.10.2010

SUBJECT:- ENHANCEMENT OF REMUNERATION OF THE TEACHERS ENGAGED ON  
GUEST FACULTY BASIS.

Reference on the subject cited above.

The Govt. has decided to enhance the remuneration of guest teachers  
w.e.f. 1<sup>st</sup> July 2010 as under:-

Sr. No	Categories	Present Remuneration	Revised Remuneration
1	Lecturers	Rs. 13500/- per month.	Rs. 16,200/- per month.
2	Masters and Language Teachers (Hindi/Punjabi & Sanskrit)	Rs. 11000/- per month.	Rs. 13,200/- per month.
3	JBT & Drawing Teachers	Rs. 10000/- per month.	Rs. 12,000/- per month.

*Ranbir Singh*  
ASSISTANT DIRECTOR CO-ORDINATION  
FOR DIRECTOR SCHOOL EDUCATION HARYANA  
CHANDIGARH

ENDST NO. EVEN

DATED CHANDIGARH THE 18.10.2010

A copy is forwarded to the following for information and necessary  
action:-

1. Additional Commissioner cum Director Elementary Education Haryana Chandigarh.
2. Private Secretary to OSD/CM-I
3. Private Secretary to OSD/CM-II
4. Private Secretary to Education Minister Haryana.
5. Private Secretary to Parliament Secretary (Education & Employment)
6. Private Secretary to FCSE
7. Private Secretary to DSE
8. Steno/Additional Director Administration
9. P.A./J.D.A.-I
10. All the Officers/Head of Branches (Headquarter).

*Ranbir Singh*  
ASSISTANT DIRECTOR CO-ORDINATION  
FOR DIRECTOR SCHOOL EDUCATION HARYANA  
CHANDIGARH

