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(Authoritative English text of this Department Notification No. EDN-C-A - (3)- 1/2016 dated ~~22-09-2017~~ as required under clause (3) of Article 348 of the Constitution of India.

Government of Himachal Pradesh  
Elementary Education Department  
(Education-C)

No. EDN-C-A(3)-1/2016

Dated: Shimla-171002, 22-09-2017

NOTIFICATION

In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor, Himachal Pradesh, in consultation with the Himachal Pradesh Public Service Commission, is pleased to make the Recruitment and Promotion Rules, for the post of Junior Basic Trained Teacher Class-III, (Non-Gazetted) in the Department of Elementary Education, Himachal Pradesh as per Annexure-"A" attached to this notification; namely:-

1. Short title and commencement:
1. (1) These rules may be called the Himachal Pradesh, Elementary Education Department, Junior Basic Trained Teacher, Class-III (Non-Gazetted) Recruitment and Promotion Rules, 2017.
- (2) These rules shall come into force from the date of publication in the Rajpatra, Himachal Pradesh.
2. Repeal and savings:
2. (1) The Himachal Pradesh, Elementary Education Department, Junior Basic Trained Teacher, Class-III (Non-Gazetted) Recruitment and Promotion Rules, 2012, notified vide notification No. EDN-C-A(3)-1/2002, dated 23-08- 2012, as published in the Rajpatra Himachal Pradesh vide notification of even number dated 25<sup>th</sup> August, 2012 are hereby repealed.
- (2) Notwithstanding such repeal, any appointment made or anything done or any action taken under the rules, so repealed under sub-rule (1) supra shall be deemed to have been validly made, done or taken under these rules.

By order,

Pr. Secretary(Education) to the  
Government of Himachal Pradesh

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Pr. Secretary

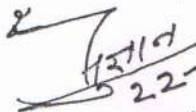
23/9/17

No. EDN-C-A(3)-1/2016

Dated: Shimla-171002,

Copy for information and similar necessary action to :-

1. All the Pr. Secretaries /Secretaries to the Govt. Of Himachal Pradesh, Shimla-2.
2. The Secretary, HP Public Service Commission , Shimla-2 w.r.t. his letter No. 1-10/71-PSC-Part, dated 5<sup>th</sup>. August, 2017 with three additional copies.
3. Director, Higher Education/Elementary Education, Himachal Pradesh, Shimla- 1.
4. The Secretary, Himachal Pradesh Subordinate Services Selection Commission, Hamirpur, Distt. Hamirpur, Himachal Pradesh.
5. The Secretary, HP Board of School of School Education, Dharamshala, Dist. Kangra, Himachal Pradesh.
6. The ALR-cum-Under Secretary(Law) (Official Language Wing) to the Govt. of Himachal, HP Secretariat, Shimla-2.
7. The Controller, Printing and Stationary, Himachal Pradesh, Shimla-5 with the request to publish these Rules in Rajpatra (Extra-ordinary) and 10 spare copies to this department.
8. Guard file / additional copies.

  
22-09-2017  
Deputy Secretary(Ele. Edu.) to the  
Government of Himachal Pradesh

Annexure-"I"

**RECRUITMENT AND PROMOTION RULES FOR THE POST OF JUNIOR BASIC TRAINED TEACHER, CLASS-III (NON-GAZETTED) IN THE DEPARTMENT OF ELEMENTARY EDUCATION, HIMACHAL PRADESH.**

1.	Name of Post	Junior Basic Trained Teacher
2.	Number of Post(s)	19922 (Nineteen Thousand Nine Hundred Twenty Two)
3.	Classification	Class- III (Non-Gazetted)
4.	Scale of Pay	(i) <u>Pay scale for regular incumbents:</u> Pay band Rs. 5910-20200 + Rs. 3000/- Grade Pay (v) Pay Band Rs. 10300-34800 + Rs. 4200/- Grade Pay (admissible after 02 years of regular Service) (iii) <u>Emoluments for Contract employees:</u> Rs. 8910/- P.M. as per details given in Column No.15-A.
5.	Whether "Selection" post or "Non-Selection" post.	Not applicable
6.	Age limit for direct recruitment	18 to 45 years :

Provided that the upper age Limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis :

Provided further that if a candidate appointed on adhoc basis or on contract basis had become over-age on the date he/she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contract appointment :

Provided further that upper age limit is relaxable for Scheduled Caste/Scheduled Tribes / Other Backward Classes and Other Categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government :

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporation / Autonomous Bodies at the time of initial constitutions of such Corporation / Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporation / Autonomous Bodies who were / are subsequently appointed by such Corporation / Autonomous Bodies and who are / were finally absorbed in the service of such Corporations / Autonomous Bodies after initial constitution of the Public Sector Corporations/Autonomous Bodies.

**Note:-** Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is / are advertised for inviting applications or notified to the Employment Exchanges, as the case may be.

7.	Minimum Educational and other qualification required for direct recruit(s):	(a) <u>Essential Qualification(s):</u> (i) 10+2 with 50% marks or Senior Secondary with 50% marks from a recognized Board of School Education and 2 years Junior
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		<p>Basic (JBT) Teacher's course / Diploma in Elementary Education (D.El.Ed.) from an institute affiliated to Himachal Pradesh Board of School Education (HPBOSE).</p> <p>OR</p> <p>Senior Secondary (or its equivalent) with at least 50% marks and 2 years Junior Basic Teacher (JBT) / Diploma in Elementary Education (D.El.Ed.) (by whatever name known).</p> <p>OR</p> <p>Senior Secondary (or its equivalent) with at least 45% marks and 2 years Junior Basic Teacher (JBT) / Diploma in Elementary Education (D.El.Ed.) (by whatever name known), in accordance with the NCTE (Recognition Norms and Procedure) Regulations, 2002.</p> <p>OR</p> <p>Senior Secondary (or its equivalent) with at least 50% marks and 4 years Bachelor of Elementary Education (B.El.Ed.).</p> <p>OR</p> <p>Senior Secondary (or its equivalent) with at least 50% marks and 2 years Diploma in Education (Special Education)</p> <p>OR</p> <p>Graduation and two years Junior Basic Teacher (JBT) / Diploma in Elementary Education (D.El.Ed.) (by whatever name known)</p> <p>AND</p> <p>(ii) Pass in the Teacher Eligibility Test (TET) for Class I-V, to be conducted by an authority designated by the H.P. State Government.</p> <p><b>(b) Desirable Qualification(s):</b></p> <p>Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.</p> <p><b>Note:</b> Relaxation upto 5% in the qualifying marks shall be allowed to the candidates belonging to SC/ST/OBC and PH categories.</p>
8.	Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote(s)	Age : Not applicable Educational Qualification: Not applicable
9.	Period of probation, if any	(a) Two years subject to such further extension

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		<p>for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.</p> <p>(b) No probation in case of appointment on contract basis, tenure basis, re-employment after superannuation and absorption.</p>
10.	Method(s) of recruitment, whether by direct recruitment or by promotion / secondment / transfer and the percentage of post(s) to be filled in by various methods:	<p>100% by direct recruitment on a regular basis or by recruitment on contract basis, as the case may be, in the following manner:-</p> <p>(a) 50% through Himachal Pradesh Staff Selection Commission, Hamirpur, Himachal Pradesh.</p> <p>(b) 50% on batch-wise basis through Deputy Director of Elementary Education of the district concerned.</p>
11.	In case of recruitment by promotion / secondment / transfer, grade from which promotion / secondment / transfer is to be made:	Not applicable.
12.	If a Departmental Promotion / Confirmation Committee exists, what is its composition?	<p>(a) <u>Departmental Promotion Committee:</u></p> <p>Not applicable.</p> <p>(b) <u>Departmental Confirmation Committee:</u></p> <p>As may be constituted by the Government from time to time.</p>
13.	Circumstances under which the Himachal Pradesh Public Service Commission (H.P.P.S.C.) is to be consulted in making recruitment.	As required under the law
14.	Essential requirement for a direct recruitment.	A candidate for appointment to any service or post must be a citizen of India.
15.	Selection for appointment to the post by direct recruitment:	<p>(a) <u>Direct recruitment through the Himachal Pradesh Staff Selection Commission, Hamirpur.</u></p> <p>Selection for appointment to the post in the case of direct recruitment shall be made on the basis of merit of written examination followed by evaluation as specified in Appendix-I appended to these rules, or if considered necessary or expedient on the basis of merit of written examination followed by evaluation as specified in Appendix-I appended to these rules, preceded by a screening test (objective type)</p>

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or practical test or skill test or physical test, the standard/ syllabus, etc. of which, will be determined by the concerned recruiting agency i.e. Himachal Pradesh Staff Selection Commission, Hamirpur.

(b) Direct recruitment on batch-wise basis through the concerned recruiting authority

Selection for appointment to the post in the case of direct recruitment on batch-wise basis shall be made by the Deputy Director of Elementary Education of the concerned district, on the basis of batch-wise merit/ inter-se-seniority of the candidates of a particular batch which has passed out from the University/Instution duly recognized by the State/Central Government followed by evaluation as specified in Appendix-I appended to these rules.

The date recorded by the concerned University/Institution on the original "Detail Marks Certificate" of diploma/course of Junior Basic Teacher shall be the deemed date for reckoning the batch of the candidate.

The batch-wise merit/inter-se-senioroty of a particular batch shall be determined on the basis of marks obtained in the diploma /course of Junior Basic Teacher. In case, the marks obtained in diploma course by two or more candidates are same, the inter-se-merit would be decided on the basis of marks obtained in 10+2 level and if there is still a tie, the candidate senior in age would be placed above the junior, in the merit/inter-se-seniority.

In case the candidates have same score, the candidate senior in age would be placed above the junior, in the merit.

Note:- First posting to the candidates shall be offered in remote and difficult areas of the district, where they shall have to serve atleast for 5 years.

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Selection for appointment to the post by contract recruitment.

Notwithstanding anything contained in these rules, contract appointments to the posts will be made subject to the terms & conditions given below:-

**(I) CONCEPT**

(a) Under this policy, the Junior Basic Trained Teacher, in Department of Elementary Education, H.P. will be engaged on contract basis initially for one year, which may be extendable on year to year basis :

Provided that for further extension/ renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then the period of contract is to be renewed / extended.

**(b) 50% POSTS FALLS WITHIN THE PURVIEW OF HPSSC:**

The Deputy Director of Elementary Education of the concerned District, after obtaining the approval of the Government to fill up the vacant posts of Junior Basic Trained Teachers on contract basis applying the reservation roster, will place the requisition with the concerned recruiting agency i.e. Himachal Pradesh Staff Selection Commission (HPSSC) Hamirpur.

**(c) 50% POSTS FALL OUTSIDE THE PURVIEW OF HPSSC:**

The Deputy Director of Elementary education of the concerned District, after obtaining the approval of the Government to fill up the vacant posts of Junior Basic Trained Teachers on batch wise basis on contract basis and applying the reservation roster, will advertise the details of the vacant post(s) to the employment exchanges and also in atleast two leading newspapers and invite applications from candidates having the prescribed qualifications and fulfilling the others eligibility conditions as prescribed in these rules.

**(II) CONTRACTUAL EMOLUMENTS:**

The Junior Basic Trained Teacher appointed on contract basis will be paid consolidated

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fixed contractual amount @ Rs.8,910/- P.M. (which shall be equal to minimum of the pay band + grade pay). An amount of Rs. 267/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.

**(III) APPOINTING / DISCIPLINARY AUTHORITY:-**

The Deputy Director of Elementary Education of the District H.P. will be appointing and disciplinary authority.

**(IV) SELECTION PROCESS:-**

(a) Direct recruitment through the Himachal Pradesh Staff Selection Commission, Hamirpur:

Selection for appointment to the post in the case of contract appointment shall be made on the basis of merit of written examination followed by evaluation as specified in Appendix-I appended to these Rules, or if considered necessary or expedient on the basis of merit of written examination followed by evaluation as specified in Appendix-I appended to these rules, preceded by a screening test (objective type) or practical test or skill test or physical test, the standard/syllabus, etc. of which, will be determined by the concerned recruiting agency i.e. Himachal Pradesh Staff Selection Commission, Hamirpur.

(b) Direct recruitment on batch-wise basis through the concerned recruiting authority:

Selection for appointment to the post in the case of contract appointment on batch-wise basis shall be made by the Deputy Director of Elementary Education of concerned District, on the basis of batch-wise merit / inter-se-seniority of the candidates of a particular batch which has passed out from the University/Instution duly recognized by the State/Central

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Government, followed by evaluation as specified in Appendix-I appended to these rules.

The date recorded by the concerned University/Institution on the original "Detail Marks Certificate" of diploma/course of Junior Basic Teacher shall be the deemed date for reckoning the batch of the candidate.

The batch-wise merit/inter-se-seniority of a particular batch shall be determined on the basis of marks obtained in the diploma /course of Junior Basic Teacher. In case, the marks obtained in diploma course by two or more candidates are same, the inter-se-merit would be decided on the basis of marks obtained in 10+2 level and if there is still a tie, the candidate senior in age would be placed above the junior, in the merit/inter-se-seniority.

In case the candidates have same score, the candidate senior in age would be placed above the junior, in the merit.

**(V) COMMITTEE FOR SELECTION OF CONTRACTUAL APPOINTMENTS:**

(a) For posts falling within the purview of HPSSC:

As may be constituted by the concerned recruiting agency i.e. Himachal Pradesh Staff Selection Commission, Hamirpur.

(b) For posts falling outside the purview of HPSSC:

As may be constituted by the concerned recruiting authority from time to time.

**(VI) AGREEMENT:**

After selection of a candidate, he/she shall sign an agreement as per Appendix-II appended to these Rules.

**(VII) TERMS AND CONDITIONS:**

(a) The contractual appointee will be paid consolidated fixed contractual amount @Rs. 8910/- per month (which shall be equal to initial of the pay band + grade pay). The contractual appointee will be entitled for increase in contractual amount

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Rs 267/- (3% of the minimum of pay band + grade pay of the post) per annum for further extended years and no other allied benefits such as senior /selection scales etc, will be given.

- (b) The service of the Contract Appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.
- (c) The contract appointee will be entitled for one-day casual leave after putting one month service, 10 days medical leave and 5 days special leave in a calendar year. A female contract appointee with less than two surviving children may be granted maternity leave for 135 days. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of the number of surviving children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Govt. Medical Officer. A contract employee shall not be entitled for medical re-imburement and LTC etc. No leave of any other kind except above is admissible to the contract appointee.

Un-availed Casual Leave, Medical Leave and Special Leave can be accumulated up to the Calendar Year and will not be carried forward for the next Calendar Year.

- (d) Unauthorized absence from the duty without the approval of the controlling Officer shall automatically lead to the termination the contract. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond his/her control on medical grounds, such period shall not be excluded while considering his/her case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. However, the contract appointee shall not be entitled for contractual amount for this period of absence from duty:

Provided that he/she shall submit the certificate of illness/fitness issued by the Medical Officer, as per prevailing instructions of the Government.

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		<p>(e) An official appointed on contract basis who has completed 3 years tenure at one place of posting will be eligible for transfer on need based basis where ever required on administrative grounds.</p> <p>(f) Selected candidate will have to submit a certificate of his/her fitness from a Government / Registered Medical Practitioner. Women candidates pregnant beyond 12 weeks will stand temporarily unfit till the confinement is over. The women candidates will be re-examined for the fitness from an authorized Medical Officer/ Practitioner.</p> <p>(g) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart officials at the minimum of pay scale.</p> <p>(h) Provisions of Service Rules like FR SR, Leave Rules, GPF Rules, Pension Rules and Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. The Employees Group Insurance Scheme as well as EPF / GPF will also not be applicable to contract appointee(s).</p>
16.	Reservation	The appointment to the service shall be subject to orders regarding reservation in the service from Scheduled Castes/Scheduled Tribes/Other Backward Classes / Other Categories of persons issued by the Himachal Pradesh Government from time to time.
17.	Departmental Examination	Not applicable.
18.	Power to Relax	Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these Rules with respect to any class or category of person(s) of post(s).

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APPENDIX-I  
FOR CLASS-III POST  
WRITTEN TEST

1.	{Percentage of marks obtained in written examination to be calculated out of 85 marks. For example, a candidate getting 50% marks in written examination will be given 42.5 marks}.	85 marks
2.	<p><u>Evaluation of candidate to be made in the following manner:-</u></p> <p>i) Weightage for the minimum educational qualification, prescribed in the Recruitment &amp; Promotion Rules. = 2.5 Marks</p> <p>{Percentage of marks obtained in the educational qualification would be multiplied by 0.025. For example, an individual has secured 50% marks in the required educational qualification, he/she will be allowed 1.25 marks (50x0.025=1.25)}</p> <p>ii) Belonging to notified Backward Area or Panchayat, as the case may be. = 01 Mark</p> <p>iii) Land less family/family having land less than 1 Hectre to be certified by the concerned Revenue Authority. = 01 Mark</p> <p>iv) Non-employment Certificate to the effect that none of the family members is in Government/Semi-Government service. = 01 Mark</p> <p>v) Differently abled persons with more than 40% impairment/disability/infirmity. =01 Mark</p> <p>vi) NSS (atleast one year)/certificate holders in NCC/The Bharat Scout and Guide/Medal winner in National Level sports competitions. =01 Mark</p> <p>vii) BPL family having annual income (from all sources) below Rs. 40,000/- or as prescribed by the Govt. from time to time. =02 Marks</p> <p>viii)Widow/divorced/destitute/singly woman. = 01 Mark</p> <p>ix) Single daughter/Orphan =01 Mark</p> <p>x) Training of atleast 6 months duration related to the post applied for from a recognized University/Institution. =01 Mark</p> <p>xi) Experience upto a maximum of 5 years in Govt./Semi-Govt. Organization relating to the post applied for (0.5 marks only for each completed year)</p> <p style="text-align: right;">=2.5 Marks</p>	15 marks

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**APPENDIX-"II"**

Form of Contract/agreement to be executed between the Junior Basic Trained Teacher (JBT) and the Government of Himachal Pradesh through Deputy Director of Elementary Education of concerned District (Designation of the Appointing Authority).

This agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ between Sh./Smt. \_\_\_\_\_ S/o / D/o Shri. \_\_\_\_\_ R/o \_\_\_\_\_

\_\_\_\_\_ Contract appointee (hereinafter called the FIRST PARTY), AND The Governor of Himachal Pradesh through Deputy Director of Elementary Education Himachal Pradesh (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a JBT on contract basis on the following terms & conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a JBT for a period of one year commencing on day of \_\_\_\_\_ and ending on the day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both the parties that the contract of the \_\_\_\_\_ FIRST PARTY with SECOND PARTY shall ipso-fact stand terminated on the last working day i.e. on \_\_\_\_\_ and information notice shall not be necessary :

Provided that for further extension/renewal of contract period the HOD shall issue a certificate that the service and conduct of the contract appointee was satisfactory during the year and only then the period of contract is to be renewed/extended.

2. The contractual amount of the FIRST PARTY will be Rs. 8910/- per month.
3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/ conduct of the contract appointee is not found satisfactory.
4. The contract appointee will be entitled for one day's casual leave after putting one month service, 10 days' medical leave and 5 days' special leave, in a calendar year. A female contract appointee with less than two surviving children may be granted maternity leave for 135 days'. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days'(irrespective of the number of surviving children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Government Medical Officer. A contract employee shall not be entitled for medical re-imburement and LTC etc. No leave of any other kind except above is admissible to the contract appointee.

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Un-availed casual leave, medical leave and special leave can be accumulated up to the calendar year and will not be carried forward for the next calendar year.

- 5. Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond his/her control on medical grounds, such period shall not be excluded while considering his/her case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. However, the contract appointee shall not be entitled for contractual amount for this period of absence from duty:

Provided that he/she shall submit the certificate of illness/fitness issued by the Medical Officer, as per prevailing instructions of the Govt.

- 6. An official appointed on contract basis who has completed three years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- 7. Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. In case of Woman candidates pregnancy beyond twelve weeks will render her temporarily unfit till the confinement is over. The woman candidate should be re-examined for the fitness from an authorized Medical Officer/Practitioner.
- 8. Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counter-part official at the minimum of pay scale.
- 9. The Employees Group Insurance Scheme as well as EPF/GPF will not be applicable to contractual appointee(s).

IN WITNESS the FIRST PARTY AND SECOND PARTY have herein to set their hands the day, month and year first, above written.

IN THE PRESENCE OF WITNESS:

1. \_\_\_\_\_  
 \_\_\_\_\_

(Name and full Address)

(Signature of the FIRST PARTY)

2. \_\_\_\_\_  
 \_\_\_\_\_

(Name and full Address)

(Signature of the FIRST PARTY)