

GOVERNMENT OF WEST BENGAL
Education Directorate

Memo No: 982 Sc/G, Dated, the 7th March, 1968.

To: The Heads of all aided Class XI/ Class X/ Junior High Schools recognised by the West Bengal Board of Secondary Education.

Sub: Deputation of teachers to Training Colleges.

ELIGIBILITY

(1) The undersigned is directed to state that the Managing Committee of a Class IX/ Class X/ Junior School, Sr. Basic School, Jr. and High Madrasah recognised by the Board may depute to the courses noted below not more than two teachers who are not over 45 years of age on 30th June and have rendered at least one year's continuous service against a permanent post in the school from which deputed on the 30th June of the year of deputation. Those teachers whose period of service falls short of one year referred to above are also eligible for deputation provided they worked in a recognised secondary school previously for at least 2 years and held permanent posts.

In respect of teachers deputed to Post-Graduate Basic and Senior Basic Training Courses, they must also have one year's teaching experience before the commencement of the training courses. It should be noted that no relaxation would be allowed in regard to the last requirement, i.e., requirement with regard to teaching experience.

1. B. T. Courses of different Universities within the State of West Bengal (For Graduate teachers).
2. B. Ed. Course of the Visva-Bharati University (For Graduate teachers).
3. Diploma in Physical Education Course (For Graduate teachers).
4. Diploma in Home Science Course of the Viharilal Mitra Institute.
5. Post-Graduate Diploma in Home Science Course of the Viharilal Mitra Institute (For those women teachers who have obtained the Diploma in Home Science).
6. Certificate Course in Physical Education (For Under-graduate men and women teachers).
7. Post-Graduate Basic Training Course (For Graduate teachers)
8. Senior Basic Training Course (For Under Graduate teachers)

The age-limit of teachers, as mentioned above, may be released in the following cases:

- (i) Science Graduate;
 - (ii) Headmaster/Headmistress and teachers with Honours or Masters's Degrees;
 - (iii) Where there is no teacher in the school younger in age satisfying conditions of eligibility as in Para 1;
 - (iv) Teachers recommended by the Departmental Selection Committee.
- But in no case will this age-limit exceed 50 years on the 30th June of the year of deputation.

(2) It may be noted that a teacher whose deputation was approved on a previous occasion but who had failed at the B.T. Examination shall not be eligible for further deputation.

It may also be noted that a teacher who underwent training for B.T., Basic Training, Home Science Training etc. shall not be eligible for further training to other courses mentioned under Para 2.

The application of a teacher, whose deputation was approved on a previous occasion but who had to discontinue his studies on grounds of health or on other cogent grounds may, however, be considered on its own merit.

MODE OF APPLICATION

(3) A teacher who satisfies the above conditions and has secured admission to a Training College may submit an application to the Director of Public Instruction, West Bengal, for the sanction of the deputation in the enclosed form through the Secretary to the Managing Committee of the School so as to reach the office of the Directorate within ten days of the teacher's securing admission to a Training College. It should be noted carefully that the deputation of a teacher who has not secured admission to a Training College will not be considered.

The form should be accompanied with—

- (i) A copy of the resolution of the Managing Committee deputing the teacher.
- (ii) The agreement forms duly signed by the teacher and the school authorities concerned.

N. B.: An application to the Director of Public Instruction, West Bengal, for the sanction of deputation should not be confused with an application for admission to a Training College. A teacher desiring to undergo training should apply separately direct to the Training College where he/she seeks admission according to the rules of admission of that College. It should also be noted that the Director does not undertake the responsibility of securing a seat for any teacher.

A teacher, whose deputation was sanctioned by the Board or by the Director of Public Instruction on a previous occasion but who was not admitted to a college, will have to apply afresh in terms of this circular for sanction of his/her deputation during the current session.

PAY AND ALLOWANCES

(4) The Director of Public Instruction, West Bengal will pay the deputed teacher of a school such pay is admissible if deputation is approved.

MODE OF PAYMENT OF PAY AND ALLOWANCE

(5) The deputed teacher's admissible pay as per clause (4) above, will be paid by the Directorate of Public Instruction, West Bengal through the Principal of a Training College where he /she is a student, for disbursement.

PROVIDENT FUND OF THE DEPUTED TEACHER

(6) If a deputed teacher continues to pay his/her share to the Provident Fund during the period of deputation, the school should also continue paying its own contribution to the fund.

APPOINTMENT IN THE DEPUTATION VACANCY

(7) If the work of a deputed teacher cannot be managed by the existing teachers of the school a substitute may be allowed as a special case. The appointment of the substitute teacher should be got approved by the Education Directorate.

The substitute teacher in the deputation vacancy of a teacher on B. T. Training must not be retained beyond the 15th May or the commencement of the summer vacation whichever is earlier. In the case of deputation vacancy of a teacher deputed to other courses, the substitute teacher should be released as soon as the permanent incumbent returns to his/her duty. When a deputed teacher

returns to his/her duty, his/her salary is payable by the school concerned from the date next following the date upto which he/she received his/her deputation allowance from the Training College.

The teacher should join the school within a week from the date of completion of his/her examination or if a vacation intervenes, immediately on the day the school reopens. The period which the teacher may take to join the school (which should not be more than a week as stated above) and also the period of vacation that may intervene should be treated as periods spent on duty.

AGREEMENTS TO BE SIGNED IN NON-JUDICIAL STAMPED PAPER BY THE DEPUTED TEACHER AS WELL AS BY THE SCHOOL AUTHORITIES

(8) The deputed teacher on his/her own part should give a written undertaking in non-judicial stamped paper worth Rs. 1.50 in each case in the prescribed form to serve the school from which he/she is deputed for a period of at least 5 (five) years from the date of his/her joining the school after completion of the training period or for 3 (three) years from the date of his/her passing the Examination, whichever is shorter. If a teacher fails to comply with the terms of the aforesaid written undertaking, the Director of Public Instruction, West Bengal, may direct the said teacher to refund the entire amount received by him/her as deputation allowance to Government.

N. B.- No teacher should be released unless the orders of the Directorate have been secured. If the Managing Committee of an aided school is not agreeable to place a trained teacher in the proper scale, the undertaking given by the deputed teacher shall not be enforceable and the Directorate may, in that case, direct the school to release the teacher concerned from the services of the school so that he/she may render his/her service in another aided school recognised by the Board.

(9) If a teacher intends to join another school before the expiry of the above stipulated period, he/she can do so only if the Managing Committee permits and the Directorate agrees, his/her case for prior permission should be forwarded to the Directorate by the Managing Committee of the School together with a resolution of the Managing Committee that it has no objection to releasing the teacher from the services of the school. The Managing Committee should not, however, recommend release of such a teacher to take up a post other than that of a teacher in recognised school. Each case will, however, be decided by the Directorate on its merit.

(10) A teacher who is on deputation, should be treated as on duty and his/her status must not be disturbed during the period of deputation.

Sd/- S. C. Ray
for Director of Public Instruction, West Bengal