

Government of West Bengal
DEPARTMENT OF SCHOOL EDUCATION
STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING
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From
The Director
SCERT (WB)

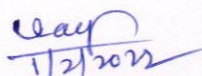
To
The Principal/Senior Lecturer-In-Charge/ Officer-In-Charge
Govt, Govt. Sponsored and Govt. Aided Primary Teacher
Training Institutes (PTTIs)

Sub: Guidelines for engaging Guest Lecturer in different subjects for smooth running at Govt, Govt. Sponsored and Govt. Aided PTTIs in West Bengal.

All are to follow the following guidelines for engagement of Guest Lecturer on purely contractual basis in different Subjects at Govt, Govt. Sponsored and Govt. Aided PTTIs in West Bengal.

1. A Selection Board/Committee is to be constituted in each of the institute, comprising of the following members:
 - a) Director, SCERT or her nominee.
 - b) Principal/ Senior Lecturer-In-Charge/ Officer-In-Charge.
 - c) Subjects experts from nearest D.El.Ed College/ SCERT/ Other Teacher Education Institutes (TEIs).
 - d) The Principal/Senior Lecturer-In-Charge/ Teacher-In-Charge of Govt, Govt. Sponsored and Govt. Aided PTTIs.
2. Advertisement should be brought out in local news papers (one Bengali, one, Hindi/English daily) circulated locally, and display at all the public places in respective districts. In the advertisement the requisite qualifications as per NCTE norms, honorarium per class basis and method of engagement, age, fresher/retired persons opted etc. are to be mentioned clearly.
3. All the documents submitted by the applicants are to be scrutinized before the interview.
4. Preparation of the panel of Interviews by the institutes.
5. The Panel of Guest Lecturer should be ratified by SCERT (WB).
6. Engagement will be done by the respective Heads of Institutes.
7. The duration of continuous engagement for each successful candidate should not exceed 364 days in a Calendar Year.
8. The Head/In-Charges of the respective PTTIs should prepare a fresh panel, if any Guest Lecturer resigned/ left from his/her contractual service.
9. The fresh panel, should be ratified by Director, SCERT (WB) before the members in the panel are engaged in the respective PTTIs.

NB: If any guest lecturer resigns from his/her job he/she should serve a notice period of one month prior to his/her resignation.


Director, SCERT (WB)