

PROCEEDINGS OF THE COMMISSIONER & DIRECTOR OF SCHOOL  
EDUCATION AND STATE PROJECT DIRECTOR, SARVA SIKSHA ABHIYAN,  
TELANGANA STATE, HYDERABAD.  
Present: Sri M.Jagadeeshwar, IAS.,

Re.No:70/SSA/Plg/ T7/2014

Date:28-08-2014.

Sub:-Telangana State SSA, Hyderabad – Engaging of Academic  
Instructors in Urdu Medium Primary , Upper Primary and  
High Schools on contract basis in the State during 2014-2015 –  
Instructions – Issued – Reg.

- Ref:-1. Rep. date:2-6-2014 from the President, A.P.Progressive  
Urdu Teachers Association(APUTA), Mahabubnagar.  
2. Lr.No.185/M(Irrgn.Mktg & LA)/2014, dt:3-7-2014 from Sri  
T.Harish Rao, Hon'ble Minister for Irrigation, Marketing &  
Legislative Affairs, Telangana, Hyderabad.  
3. From PO.,Karimnagar Lr. No.F/1296/ALSCo/SSA/14,  
date.25-6-2014.  
4. Letter date 19-6-2014 from Sri T.Jeevan Reddy, Hon'ble  
MLA, Jagityal, addressed to Hon'ble Minister for  
Education,TS.  
5. From PO., Medak Lr.No:363/B3/TSSA/14, date Nil  
6. Letter No.102/A/CMW/UATS/2014-1, date 10-7-2014 from  
Dy.Director,O/o the Commissioner,Minorities Welfare,Hyd.

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The attention of the all the District Educational Officers and Project  
Officers of Telangana State are invited to the reference cited and informed  
that 634 Academic Instructors may be permitted to engage on contract basis  
in 7 districts Urdu Medium Schools and @ Rs.5000/- per month  
honorarium to met from the District component of Madarsa in the AWP&B  
2014-2015. Further, it is informed that 3 months of academic year is  
already completed. Hence, the incurring budget is permitted for 7 months  
from September, 2014 to March, 2014. The district wise details as follows:

(Rupees in lakhs)

Sl.No.	District Name	Proposed for academic Instructors	Incurring Honorarium for 7 months (September, 2014 to March, 2015)
1	Mahabubnagar	85	29.75
2	Ranga Reddy	132	46.20
3	Hyderabad	68	23.80
4	Medak	119	41.65
5	Nizamabad	112	39.20
6	Adilabad	83	29.05
7	Karimnagar	35	12.25

Therefore, the District Educational Officers & Project Officers may be  
permitted to engage the Academic Instructors on Contract basis having  
B.Ed/D.Ed qualifications with Urdu Medium Background in Urdu Medium  
schools where the non-availability of teachers as above mentioned number

should not exceed by constituting a committee consists of the following Officers:

1. District Collector(Chairman)
2. Project Officer of SSA(Member)
3. District Minority Welfare Officer(Member)
4. District Educational Officer(Member Convener).

Further, they are instructed that the each selected candidate should enter on Contract agreement and these posts are purely temporary and remuneration is on honorarium basis. The honorarium shall be paid to the Academic Instructor bank account as per rules by adopting online method and they may be terminated as and when the regular teacher posted or on 31-3-2014 whichever is earlier and also to monitor the activities of the Academic Instructors (Urdu) closely to complete the syllabus in time.

Moreover, they are requested to complete the process by 10-09-2014 and submit compliance report to this office.

This has got the approval of Commissioner & Director of School Education and State Project Director, SSA, Telangana State.

Encl:Contract form.

Sd/-G.Gopal Reddy,  
for State Project Director.

To

All the District Educational Officers in the Telangana State.

All the Project Officers of SSA in Telangana State.

Copy to all Collectors and District Magistrates in the Telangana State.


Copy to all District Minority Welfare Officers in the Telangana State.

Copy to the Hon'ble Minister for Irrigation Marketing & Legislative Affairs,  
Telangana Secretariat, Hyderabad.

Copy to the Hon'ble Minister for Education, Telangana Secretariat,  
Hyderabad.

Copy to all Telangna State Sectorals in this office.

//forwarded by order//

  
28/8/14  
Planning Co-ordinator(TS)

Ur

**CONTRACT OF EMPLOYMENT**

**(Agreement on Rs.100/- Bond Paper)**

This Employment Contract is entered into this the \_\_\_\_ day of \_\_\_\_\_  
(Month) 2014 (Year).

**BY AND BETWEEN**

School Management Committee \_\_\_\_\_ school,  
\_\_\_\_\_ village, \_\_\_\_\_ mandal,  
\_\_\_\_\_ district having its office at  
\_\_\_\_\_ represented by its Project Officer, Sarva Shiksha  
Abhiyan, \_\_\_\_\_ district (hereinafter referred to as the "Employer"  
which expression shall unless excluded by or repugnant to the context or meaning  
thereof include its successors and assigns) of the **ONE PART**.

**AND**

Sri/Smt./Kum. \_\_\_\_\_, an Indian resident, residing at \_\_\_\_\_  
\_\_\_\_\_ (hereinafter referred to as the  
"Employee" which expression shall unless excluded by or repugnant to the context or  
meaning thereof include his administrators, executors, legal heirs and  
representatives) of the **OTHER PART**.

(The Employer and the Employee are hereinafter collectively referred to as the  
"Parties" and individually as a "Party")

**WHEREAS**

A. Government of India, Ministry of Human Resource Development, New Delhi have  
introduced a Scheme called "Sarva Shiksha Abhiyan" to achieve Universalisation  
of Elementary Education for the children up to 14 years of age. For  
Implementation of the objectives of Sarva Shiksha Abhiyan.

- a) To provide access to all children up to the age of 14 years.
- b) To enroll and retain all children in formal and Alternative Education up to  
the age of 14 years.
- c) To impart Quality Education to all the children up to the age of 14 years.

- d) To provide building and infrastructure facility to all the Government and Local Body, Primary, Upper Primary and High Schools for imparting education up to the age of 14 years.
- e) To implement schemes of SSA, KGBV and other schemes as entrusted by Government of India / Government of Telangana as per the norms, guidelines, instructions issued by the respective Governments from time to time.
- f) To implement "Right of children to free and compulsory Education Act, 2009".

B. The Employer in order to achieve the above objectives requires the services of the Employee who has requisite knowledge and expertise required for the purpose.

C. Based on the representations and statements of the Employee, the Employer has agreed to appoint the Employee for the rendition of the duties entrusted to him in the order of engagement of his services on the terms and conditions hereinafter appearing in this Agreement.

**NOW THEREFORE**, in consideration of the mutual promises and covenants contained herein, the Employer and the Employee hereby agree as follows

**1. Duration of Agreement**

This agreement will be deemed to have come into effect on the \_\_\_\_ day of \_\_\_\_\_ (month), 2014 (Year), the contract shall be till the end of the Academic Year 2014-15 i.e. 23-04-2015 on temporary basis from the date of commencement of this agreement and Co-terminus with Sarva Shiksha Abhiyan.

**2. Appointment**

The Employer, subject to the terms and conditions of this Agreement and based on the representations and warranties of the Employee as contained herein, hereby engages the services of the Employee and the Employee hereby accepts to offer his services as an Employee for rendition of the services to the Employer. The Employee's job title is \_\_\_\_\_ and the primary place of work will be in \_\_\_\_\_. In addition, the Employee will work at, and travel to, such locations as may be necessary for the proper discharge and fulfillment of the Services.

**3. Remuneration, leave and working hours**

A consolidated remuneration is fixed as Rs. \_\_\_\_\_ per month without any allowances

- a) The Signatory shall be accorded 15 days Casual Leave in a calendar year. The Signatory is not eligible for any other kind of leave.
- b) Working hours shall be those applying to the project/activity to which the Signatory is assigned.

#### 4. Status of Signatory

The Signatory shall have the status of a temporary contractual employee and shall not be considered in any respect as a regular staff of Sarva Shiksha Abhiyan. The Signatory is subject to Income Tax laws as applicable with the duration of the contract.

#### 5. Rights and Obligations of the Signatory

The rights and obligations of the Signatory are strictly limited to the terms and conditions of this contract. Accordingly, the Signatory shall not be entitled to any benefit, payment, subsidy, compensation or any other benefits, except as expressly provided in this contract.

- i) The individual should attend the work as per the job chart prescribed by State Project Director, Sarva Shiksha Abhiyan.
- ii) The individual should collect all statistical data pertaining to their sector and to update it from time to time and should be able to submit the same to higher authorities whenever required.
- iii) The individual shall under take field visits as and when required.
- iv) The individual should be available during all the working days of the Govt. during office hours. In addition he should be available whenever his services are required on holidays/ after office hours due to urgent works.
- v) The individual should get prepared with relevant information/ records for review meetings, seminars conferences, workshops and group discussions including report writings, preparation of project report, documentation work etc., whenever they are conducted by the Authority.
- vi) The individual shall attend to such other duties entrusted by the Collector & Chairman, Sarva Shiksha Abhiyan, \_\_\_\_\_ and the Project Officer, Sarva Shiksha Abhiyan, \_\_\_\_\_ from time to time.

#### 6. Rescission

Either party may rescind this agreement at any time by giving the other party at least 30 calendar days notice in writing of its intention to do so. However, Sarva Shiksha Abhiyan will terminate the services of the Signatory involved in disciplinary cases and in criminal cases immediately if proved in departmental enquiries prima facie findings established the irregularities. The State Project

Director, Sarva Shiksha Abhiyan, Telangana, Hyderabad is empowered to take necessary appropriate action without giving any notice.

#### **7. Termination**

In case of improper conduct and / or unsatisfactory performance by the Signatory, having regard in particular to the Terms and Reference mentioned above, Sarva Shiksha Abhiyan shall terminate this agreement without any notice and no compensation shall be payable in such case. The signatory of this agreement is bounded by the contractual obligation only and he or she under takes at point of time unsatisfactory of his performance will find by the signatory the Sarva Shiksha Abhiyan has every right to remove him or her

#### **8. Unpublished Information**

The Signatory shall exercise the utmost discretion in regard to all matters of official business. He/She shall not communicate to any person any information known to him/her by reason of official position which has not been made public, except on written authorization of the Project Officer, Sarva Shiksha Abhiyan. At no time shall he/she in any way use to private advantage information known to him/her by reason of his official person. These obligations do not ease with expiry of this Agreement.

#### **9. Performance of Duties and Standards of Conduct**

In the performance of his/her duties under this Agreement, the Signatory shall be exclusively responsible to Sarva Shiksha Abhiyan and also institutional Head where Sarva Shiksha Abhiyan offices are located.

The Signatory shall not engage in any activity that is contrary or conflict with the purposes / principles or the proper discharge of his/her duties for Sarva Shiksha Abhiyan. He/She shall avoid any interaction with the Press and in particular any kind of public pronouncement, which may adversely reflect on his integrity, independence or impartiality, which are required in his/her relationship with Sarva Shiksha Abhiyan. At every step, he/she will act according to the Human & Child Rights regulations and violation of the child rights will be viewed seriously.

Any favour, gift or remuneration from any sources other than Sarva Shiksha Abhiyan shall not be accepted by him/her.

#### **10. Release of Remuneration**

Remuneration will be released to the Signatory only by Sarva Shiksha Abhiyan.

## UNDERTAKINGS

- (i) The Signatory shall obey the orders and directives issued by Project Officer / Head of institution where he/she is posted and other higher officials of Sarva Shiksha Abhiyan from time to time and maintain all records meticulously as required to be maintained in his/her terms of duty and produce them as and when called for inspection and provide requisite data periodically as required by Sarva Shiksha Abhiyan or any such officials empowered to know such information.
- (ii) The Signatory shall inform beforehand the concerned officials of Sarva Shiksha Abhiyan placed immediately above him/her regarding his/her absence from duty due to any personal reasons and shall inform at least one day prior to availing Casual leave.
- (iii) The Signatory shall use such cordial and pleasant language while interacting with his/her superiors and in any case shall not use arrogant or insubordinate language with his/her compatriots and will maintain extra cautiousness towards punctuality in working place.
- (iv) The Signatory shall be bound by the undertakings mentioned above in this Agreement and understand that any deviation shall immediately render in cancellation of this Contract Service Agreement and result in termination of service without any prior notice and any compensation thereof.

Provided further that in the case of contractual employee defaults the conditions laid down in the service agreement, the Sarva Shiksha Abhiyan is entitled to recover damages from the contractual employee. The quantum of damages will be fixed by the Sarva Shiksha Abhiyan which will be final.

The place of enforcement of this Bond shall be \_\_\_\_\_ district.

The Contract/Bond shall in all respects be governed by the laws of Telangana for the time, being in force and the rights and liabilities hereunder shall, where necessary, be accordingly determined by the appropriate Courts of Telangana..

**Signature of the Signatory**

**(Contractual Employee)**

**SMC Chairman**

**Headmaster,**

\_\_\_\_\_ **School**