



केन्द्रीय विद्यालय संगठन/KENDRIYA VIDYALAYA SANGATHAN  
(Min. of HRD, Deptt. of Education, Govt. of India)  
18-संस्थागतक्षेत्र/18-Institutional Area  
शहीदजीतसिंहमार्ग /ShaheedJeet Singh Marg  
नईदिल्ली-110016 /NEW DELHI - 110016  
Tel: 26858566-211, Fax No.26514175  
[WWW.KVSANGATHAN.NIC.IN](http://WWW.KVSANGATHAN.NIC.IN)

F.No-11029/39/2011/KVS (HQ)/Acad1/TS/506-533

Date: 17/04/2017

To

The Deputy Commissioner,  
Kendriya Vidyalaya Sangathan  
Jabalpur Region

**Subject: Clarification regarding appointment of teachers on part time contractual basis in Kendriya Vidyalaya – thereof .**

Sir,

In continuation to Dy. Commissioner (Acad) letter no. F.28-17/2007-KVS (Acad) dated 27/05/2009 (copy enclosed) I am to inform you that if the serving KVS employee is the member of Vidyalaya Appointment Committee/Member of Selection Panel/Member of VMC, the panel in which the relative (spouse, brothers, sisters and others) is placed should be approved by the Deputy Commissioner of Regional office.

The contents of this letter be brought to the notice of all Principals of KVs functioning under your jurisdiction.

Yours faithfully,

(Dr. V. Vijayalakshmi)  
Joint Commissioner (Acad.)

Copy to:

1. The Deputy Commissioner of All Regional Office – for information
2. The Principal, KV Masow/Khatmandu/Tehran – for information

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25/04/17



केन्द्रीय विद्यालय संगठन / KENDRIYA VIDYALAYA SANGATHAN

(Min. of HRD, Deptt. of Education, Govt. of India)

18-संस्थागत क्षेत्र / 18-Institutional Area

शहीद जैत सिंह मार्ग / Shaheed Jeet Singh Marg

नई दिल्ली - 110016 / New Delhi - 110016

Tel: 26856498, Fax No. 011-26514179

[www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

F.11030/Contractual/2015/KVS/HQ/Acad/AC/VM

Date - 04.05.2016

Speed Post/E-mail

✓ Deputy Commissioner

Kendriya Vidyalaya Sangathan

All Regional Offices

Sub: Appointment of Contractual Teachers in Kendriya Vidyalayas - reg

Madam/Sir,

With reference to the above mentioned subject and in continuation of this office letter no. F.11029/39/2011/KVS(HQ)/Acad dated 08.10.2013, it is to inform that this office has been receiving various complaints/grievances/RTI applications regarding the appointment of contractual teachers in Kendriya Vidyalayas. Although various guidelines have been issued by this office from time to time, in order to ensure fairness and transparency, the competent authority has decided to implement the following additional measures -

1. The Principal should ensure that the panel is prepared on the same day once the interview for a particular post is completed. However, if, due to unavoidable circumstances, the interview process continues till late evening, the marks allotted by the various members of the Interview Board may be e-mailed to KVS RO concerned and KVS (HQ) just after the interview process is over. The panel, prepared be submitted to the Chairman, VMC/Competent Authority for approval on the same or the next day, as the case may be.
2. As soon as the panel is approved by the Chairman, VMC/Competent Authority, the same may be e-mailed to KVS RO concerned with a copy to KVS HQ.
3. The complete panel duly approved by the Chairman, VMC/Competent Authority will be published on the official website of the concerned Kendriya Vidyalaya on the day of approval itself.

For purpose as stated in point 1 and 2 above, each Regional Office will provide a dedicated e-mail address and each vidyalaya is to send the above said information only on the provided e-mail address. The e-mail address of KVS HQ for the above stated purpose is [contractualappoint.kvshq@gmail.com](mailto:contractualappoint.kvshq@gmail.com). In no case the information be sent to any other e-mail address.

You are requested to direct all Principals under your jurisdiction to ensure the compliance of the above.

Yours faithfully,

(Dr Shachi Kant)  
Joint Commissioner (Trg)

Copy to:

1. Joint Commissioner (Acad), KVS (HQ), New Delhi for information.
2. PS to the Commissioner, KVS (HQ), New Delhi for information.
3. PS to the Additional Commissioner (Acad), KVS (HQ), New Delhi for information.
4. Guard File.

Joint Commissioner (Trg)

AO  
For info file  
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केन्द्रीय विद्यालय संगठन/Kendriya Vidyalaya Sangathan  
12, संस्थानिक क्षेत्र /12, Institutional Area,  
शहीद जीत सिंह मार्ग/Shahid Jee Singh Marg  
नई दिल्ली/New Delhi-110016  
Tel: 26858566, Fax No. 26514179  
Website: [www.kvsangathan.org](http://www.kvsangathan.org)

F.110350/13/2010-KVSHQ (Acad.)

Dated: 08-11-2011  
**SPEED POST**

**OFFICE MEMORANDUM**

**SUB:- DEPLOYMENT OF DOCTOR AND NURSE IN KENDRIYA VIDYALAYAS.**

The Board of Governors of KVS on its 90<sup>th</sup> meeting held on 30<sup>th</sup> August, 2011 has ratified the recommendation of the Finance Advisory Committee Meeting held on 16-03-2011 regarding Deployment of Doctor and Nurse in Kendriya Vidyalayas.

In this regards Kendriya Vidyalaya Sangathan has provision for medical check-up of all the students twice a year, but due to increasing enrolment in schools, check-up has become a ritual exercise in the Vidyalayas. There is a need to make concerted efforts to ensure good health for all the children. Identification of disease/disability at an early stage can provide scope for timely treatment.

The approval of the Board of Governors for deployment of Doctor and Nurse in all KVs is as follows:-

1. The services of a qualified Doctor be made available for two hours per day in all Kendriya Vidyalayas with two or more sections from classes I to XII. For other Kendriya Vidyalayas the Doctors may be called on demand and as per need.
2. Services of qualified Nurse be made available in all the Vidyalayas for 07 hours (one hour before and one hour after school).
3. Proposed remuneration:-  
(a) Doctor (Minimum MBBS and registered with MCI)- Rs.1,000 per day for two hours.  
(b) Nurse(Diploma holder) Rs.750 per day.
4. The services of Doctors and Nurses will be made available on all working days for the students except during vacations/ breaks or when the school is closed on other account like extreme weather conditions, kanwar yatra, session ending exams etc.
5. Appointment of doctors & nurses will be made after following due procedure as for contractual teachers.
6. Treatment to be provided by Doctors & Nurses will be of first aid nature and in case of emergency, parents will be informed the child will be referred to Govt. Hospital preferably. The main role of these medical staff will be of diagnostic/referral in nature.
7. Existing provision of expenditure per student for medical checkup twice a year shall be subsumed in the referred scheme for KV's with 2 or more sections from I to XII. For other KVs the existing provisions of expenditure for students for Medical check up twice a year shall continue.
8. The timings of doctor should be so adjusted that he/she is available during recess time as most of the emergencies arise during this period.

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9. Provision of one medical room/chamber must be made with the following equipment of good quality and brand.
10. The scheme will be operative with immediate effect.
11. Payment will be made out of VVN fund. If sufficient funds are not available in the VVN of the Vidyalaya, the same will be reimbursed from RO VVN fund account.

Table, chair, examination table, examination stool, Almirah, Display Board, eye drum, height - chart, weighing machine, torch, BP instrument (non glass/non mercury), Thermometer(non glass/non mercury), ENT set, wheel chair, first aid box with abu bag colour vision chart, bed, stationery, Oxygen cylinder, Nebulizer, water jug and glass washbasin with mirror. Medical Room should be provided with AC/Cooler where ever required.

Duties of Doctor and Nurses.

1. They should have Basic Life Support (BLS) course at least once in two years.
2. To deal with emergencies and provide first aid.
3. To keep proper record of Medical aid and emergencies.
4. To keep Medical record of students having disease like diabetes, Asthma, & Epilepsy & cardiac Disease & any other existing disease
5. To carry out awareness programme in assembly and class room on issues related to health like obesity, malnutrition, diet, dengue, Malaria, Swine flu, Polio, Adolescent related problems, health & hygiene, water born disease etc.
6. To conduct medical check up at least twice a year with necessary follow up.
7. To tie up with nearest hospital preferably Govt. Hospital that can provide swift and quality treatment, whenever needed.
8. To be available on telephone during entire school timings
9. To keep instruments/equipment in a working condition.
10. To ensure that every child is vaccinated for preventable diseases.
11. Doctor should be properly qualified and have registration with Medical Council of India/State Medical Council.

The terms and conditions be followed in letter and spirit with immediate effect.



(U N KHAWARE)  
JOINT COMMISSIONER (ACAD.)

Distribution:-

1. The Deputy Commissioner, KVS, All Regional Offices, with the direction to circulate it all Kendriya Vidyalayas under his/her administrative jurisdiction.
2. The Joint Commissioner (Pers.), KVS (Hqrs.) New Delhi w.r.t his ID Note 11019/9-3/2011 dated 10-10-2011 for information.
3. The Assistant Commissioner, All ZIETs for information.
4. All other Officers/Sections, KVS(HQ), New Delhi.
5. The Asstt. Editor, KVS(HQ) for making necessary amendment in Education/Accounts Code of KVS immediately.
6. Guard file.



केन्द्रीय विद्यालय संगठन(मु0)  
18 संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग, नई दिल्ली-110002  
KENDRIYA VIDYALAYA SANGATHAN (HQ)  
18, Institutional Area, S.J. Marg, New Delhi-110016.  
Tel.: 26858570 Fax 26514179  
Website: [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

F.No.11029/39/2011/KVS(HQ/Acad

Date:-21/03/13

To  
The Deputy Commissioner  
Kendriya Vidyalaya Sangathan  
All Regions.

**Subject - Appointment of Teachers on Contractual Basis - reg.**

Sir/Madam,

The Board of Governors of KVS in its 94<sup>th</sup> meeting held on 28/12/12 has approved the recommendation of the Finance committee about the changes in the terms & conditions of appointment of teachers on contract basis in Kendriya Vidyalayas. The same is stated below for your information and needful compliance.

1. A contractual teacher who has served in a KV in a year may be considered in subsequent year(s) by the Selection Committee for a fresh appointment as Contractual teachers by following due procedure. Consolidated remuneration to be paid to different categories of teachers appointed on contract basis is appended as Annexure - I.
2. Consolidated payment on monthly basis may be made to the contractual teachers for the duties performed including invigilation/ exam related work instead of per period basis hitherto in force in the Kendriya Vidyalayas. However, the contractual teachers appointed for a period of less than a month will be paid on pro rata basis only. (Refer Annexure -II)
3. Teachers appointed on contractual basis will not be entitled for vacation pay and during Autumn/Winter break payment should be calculated on the pro rata basis.

You are requested to disseminate the information to all Kendriya Vidyalayas under your jurisdiction for compliance immediately.

This issues with the approval of the competent authority.

Yours faithfully,

(Dr.Shachi Kant)

Joint Commissioner(Acad/Trg)

Enclosure – Annexure I & II



### Annexure- I

Sl. No	Designation	Station	Consolidated Pay
1	PGT All Subject	Normal	Rs. 27500/-
2		Hard	Rs. 32500/-
3		Very Hard	Rs. 35000/-
4	TGT All Subject	Normal	Rs. 26250/-
5		Hard	Rs. 31250/-
6		Very Hard	Rs. 33750/-
7	PRT	Normal	Rs. 21250/-
8		Hard	Rs. 26250/-
9		Very Hard	Rs. 28750/-
10	Computer Instructor (Teaching in classes III to V)	Normal	Rs. 21250/-
11		Hard	Rs. 26250/-
12		Very Hard	Rs. 28750/-
13	Computer Instructor (teaching classes VI onwards)	Normal	Rs. 26250/-
14		Hard	Rs. 31250/-
15		Very Hard	Rs. 33750/-
16	Vocational Instructor for craft/dance music/art/sports etc.	Normal	Rs. 21250/-
17		Hard	Rs. 26250/-
18		Very Hard	Rs. 28750/-
19	Spoken English Teacher	Normal	Rs. 18750/-
20		Hard	Rs. 23750/-
21		Very Hard	Rs. 26250/-

## Annexure - II

The monthly payment towards the contractual teachers and the pro rata payment to the teachers may be regulated as follows.

In the overall interest of the organization, the calculation for the pro rata payment should be made as under:-

Example :- In the normal station, a PGT worked for 15 days in April'13 from 01.04.13 to 15.04.13.

Consolidated Pay	
-----	X No of days worked
30 Days	

	Rs.27,500	
Say as :	-----	X 15 Days = Rs.13,750
	30 days	



केन्द्रीय विद्यालय संगठन(मु०)  
18 सांस्थानतक्षेत्र, शहीदजीत सिंह मार्ग, नई दिल्ली-110002  
**KENDRIYA VIDYALAYA SANGATHAN (HQ)**  
18, Institutional Area, S.J. Marg, New Delhi-110016.  
Tel.: 26858570 Fax 26514179  
Website: [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

F.No.11029/39/2011/ KVS (HQ)/Acad

Date : 08/10/13

To

The Deputy Commissioner  
Kendriya Vidyalaya Sangathan  
All Regional Offices

Madam/Sir,

Subject - **Engaging teachers on contractual basis in KVs – reg.**

Of late a number of doubts are being raised from the field regarding contractual teachers appointment. Hence this is being sent for ready reference and proper implementation:

❖ **General Instructions –**

Principals are authorized to fill the posts of PRTs, TGTs, PGTs, on part time Contractual basis in case any such vacancy exists / arises or when teachers proceed on long leave. Contractual appointments are made till the end of the session or till the regular teacher joins, whichever is earlier.

Teachers engaged on contractual basis, would have no claim or right for appointment on a regular basis nor will they be a part of the cadre of teachers of Kendriya Vidyalayas.

The following must be ensured, while making contractual appointment

- i. The teacher should possess the required educational qualifications prescribed for direct recruitment to the post.
- ii. Minimum and maximum age limit shall be 18 and 65 years respectively.
- iii. She/he would be engaged till such time the regular teacher joins or the end of the academic session, whichever is earlier.
- iv. Candidature of a contractual teacher who has served in a KV in a year may be considered in subsequent year(s) by selection committee for a fresh appointment as contractual teachers, by following due procedure.
- v. The teachers engaged should be addressed by the Principal in Kendriya Vidyalayas and their formal acceptance to terms and conditions, attached to the offer, will be obtained ( as per formats in Annexure I & II)

❖ **Selection Procedure –**

- i) The Principal of KV will assess the requirement of teachers to be appointed on contract basis before the start of the academic session and get the approval of Chairman, VMC.  
Requirement may be given wide publicity through local Newspaper and also put on the notice board of the Vidyalaya.
- ii) The Selection Committee should be constituted with the approval of Chairman, VMC. The selection should be strictly merit based on interview and practical classroom observation.
- iii) The selection Committee should consist of Chairman/Chairman Nominee, Principal, an eminent Educationist of the area and subject expert for TGTs/PGTs.



❖ **Execution of agreement** – An agreement needs to be signed by the selected candidate and KVS. The agreement should be in duplicate on non judicial stamp paper of appropriate value. On behalf of KVS, Principal would sign the agreement. The agreement signed should be strictly complied with and it is the responsibility of the Principal to ensure that agreement is properly executed and the original agreement is kept in her/his custody.

❖ **Duties & Responsibilities of Contractual teachers –**

i) Teachers appointed on contractual basis will discharge following duties

- a) Regular classroom activity/Copy checking.
- b) Invigilation duty/Evaluation work.
- c) Helping students and colleagues in preparation and organization of different curricular /Co curricular activities in the Vidyalaya.
- d) All other works assigned by the principal.

❖ **Engagement of Spoken English Teacher** – Developing proficiency of spoken English, Spoken English teacher should be engaged on contract for classes VI to X. For primary section periods for developing proficiency in spoken English should be carved out from the periods allotted for the respective language.

**Requisite Qualification –**

1. Graduate with English as one of the subject.
2. A certificate of Degree/Diploma in spoken English covering course program of not less than six months duration.

❖ **Engagement of Computer Instructor** – The norms for engaging contractual Computer Instructor in Kendriya Vidyalayas are as follows:

Designation : Contractual Computer Instructor  
Duties : To teach computer from Classes III to X

**Essential Qualification –**

B.Ed. B. Tech (Computer Science)/B.C.A./M.C.A/M.Sc. (Computer Science)  
M.Sc. (Electronics with Computer Science component)/M.Sc. (IT)/B.Sc. (Computer Science)

OR

Bachelor's / Master degree in any Science subject / Mathematics from recognized university with Postgraduate Diploma in Computer application from government recognized University/Institute

OR

Post-graduate degree in any subject with Postgraduate Diploma in Computer application from government recognized University/'O' level from DOEACC

OR

Post-graduate degree in any subject with minimum 'A' level from DOEACC

❖ **Norms to engage Vocational Instructors** - In order to improve the standard of sports, Games, Arts & Crafts reputed sports persons, coaches, artists and crafts man shall be engaged for both during and after school hours as per need of the Vidyalaya on contractual basis. For engaging vocational instructors to train the students in the area of Craft, Dance, Music, Arts and sports etc. following norms should be followed by KVs:-

- i) In case of single section school only one vocational instructor in any of these areas should be engaged.
- ii) In case of schools with 02 section school, 02 vocational instructors (not more than 02) from different areas should be engaged.
- iii) In case of schools with three (03) or more sections, 03 vocational instructors (not more than 03) in different areas should be engaged.

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(However, Principal is empowered to take a decision for four (04) such activities as per needs of the Vidyalaya and students. The number of vocational instructors to be engaged above this ceiling may be decided with the approval of concerned Deputy Commissioner of the region. (Approved by 91<sup>st</sup> Meeting of BOG held on 19.01.2012.)

- iv) In order to utilize services of existing teacher, (TGT- PHE/Yoga /WET/Art, PRT-Music) optimally, each KV should ensure that the vocational instructors with specialization in areas/fields other than these teachers should only be engaged

❖ **Payment of remuneration to contractual teacher-**

**Part - A**

Consolidated payment on monthly basis shall be made to the contractual teacher as per Office Order circulated vide letter no. F.No.11029/39/2011/KVS (HQ)/Acad dated 21/03/13. If regular incumbent joins before contractual teacher has completed one month then the contractual teacher may be assigned some other duty and shall be relieved when he/ she completes the minimum period of one month.

**Part - B**

Fund - The payment to all categories i.e. PRT/TGT/PGT engaged against the regular vacancy will be met out of School Fund and if engaged against leave vacancy, payment will be met out of VVN.

- ❖ **Service Condition** - Teachers engaged on contractual basis, would have no claim or right for appointment on a regular basis nor will they be a part of the cadre of teachers of Kendriya Vidyalayas.
- i) Teacher appointed on contractual basis will not be entitled for vacation pay and during Autumn/Winter Break payment shall be calculated on pro rata basis.
- ii) Teacher will not be entitled for pay, if remains absent on working day. In case of absence from duty, payment will be calculated on pro rata basis.
- iii) Working hours shall be same as regular teacher.

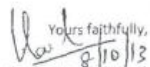
❖ **Special provision -**

- i) **Relaxation of B.Ed. qualification.**- In the absence of suitable candidates with B.Ed. Degrees in Hard /Very Hard station and in remote areas of North -East and J& K, candidates with following qualifications may be considered in different categories without B. Ed qualification-
- a) Post Graduate with 60% marks in Science subjects and 55% in Humanities subjects may be considered for the posts of PGTs, if suitable candidates with B.Ed. are not available
- b) Similarly in the case of TGT, B.Sc. with 60% marks and BA with 55% marks may be considered for appointment on part-time contractual basis if suitable candidates with B.Ed. are not available.
- c) Graduates may be considered for the post of Primary Teacher if candidates with Senior Secondary/Plus 2/ Inter with J.B.T. qualification are not available.

- ❖ **Relaxation in CTET** - In the absence of CTET qualified candidate, candidate without CTET qualification may be considered if otherwise eligible as per KVS recruitment rules.

You are requested to circulate the same to all principals under your jurisdiction and ensure its strict compliance.

This is for your information and necessary action.

Yours faithfully,  
  
(Dr. V. Vijayalakshmi)  
Joint. Commissioner (Acad)



केन्द्रीय विद्यालय संगठन(गु)  
18 सावित्रीय क्षेत्र, शाहीद जीत सिंह मार्ग, नई दिल्ली-110062  
KENDRIYA VIDYALAYA SANGATHAN (HQ)  
18, Institutional Area, S.J. Marg, New Delhi-110016.  
Tel.: 26858570 Fax: 26514179  
Website: [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

F.110332/02/2013/KVS(HQ)/Acad/Yoga

Dated :-30.12.2013

To,

The Deputy Commissioner,  
KendriyaVidyalayaSangathan  
All Regional offices

Sub: Yoga teaching in KVs.

Sir/ Madam,

KendriyaVidyalayaSangathan has decided to encourage yoga education in all its schools. The National Curriculum Framework (NCF) 2005 has set broad guidelines for physical education and elucidated the importance of including yoga as a compulsory subject. Yoga education contributes to not merely the physical development of the child but have a positive impact on psychosocial and mental development as well. Yoga is to be taught from class VI onwards in all the KendriyaVidyalayas. The Regional Offices are directed to appoint yoga teachers on contractual basis in all the KendriyaVidyalayas (if any regular yoga teacher is not posted in that school) irrespective of number of sections in the vidyalaya. The remuneration of the yoga teachers appointed on contractual basis shall be similar to the payment made to contractual coaches for the sports.

The Syllabus to be followed in different classes for the yoga education is enclosed at Annexure-I.

Encl.: As above.

(Dr. Shachi Kant)  
Joint Commissioner (Trg.)

Copy to:

1. DC(EDP) with the request to upload the circular on KVS website for information.
2. Guard File.

Joint Commissioner (Trg.)

Handwritten notes and signatures at the bottom of the page, including the name 'AFS' and a date '30/12/13'.

To  
The Deputy Commissioner,  
Kendriya Vidyalaya Sangathan,  
All Regional Offices

Subject: Clarification regarding appointment of Yoga Teacher in Kendriya Vidyalayas on contractual basis – reg.

Madam/Sir,

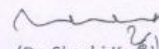
With reference to the letter No. 110332/02/2013/KVS(HQ)/Acad/Yoga dated 30.12.2013 repeated queries are received from different regions, clarification to the queries are stated as under:

Sl.No.	Queries	Clarification
1.	Whether appointment will be done at the Regional Level or at the school level.	Appointment of Yoga teachers on contractual basis are done at the Vidyalaya level by following the due procedure.
2.	Requisite qualification for yoga teacher	i) Graduation in any subject or equivalent from a recognized university. ii) One year training in yoga from a recognized institution. (Refer recruitment rules effective from 01.08.2008)
3.	Syllabus to be followed.	Already in vogue.

You are requested to disseminate the information to all the Kendriya Vidyalayas under your jurisdiction.

This is for your information and necessary action.

Yours faithfully,

  
(Dr. Shachi Karft)

Joint Commissioner (Trg.)

Copy to: SO, Acad. Section, KVS JHQ) New Delhi for Guard File

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Dr. BM



केन्द्रीय विद्यालय संगठन(HQ)  
18 संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग, नई दिल्ली-110016  
KENDRIYA VIDYALAYA SANGATHAN (HQ)  
18, Institutional Area, S.J. Marg, New Delhi-110016.  
Tel.: 26858570 Fax 26514179  
Website: www.kvsangathan.nic.in

110338-01/2014-15/ KVS (HQ) Acad / 5043-5153

E-mail/ Speed Post  
Dated: 03-12-2014

**OFFICE MEMORANDUM**

**Subject: -** Recruitment of Counsellors on Contractual basis - Relaxation in qualifications in the 99<sup>th</sup> Meeting of the Board of Governors of KVS held on 27-10-2014 – matter regarding.

The Board of Governors of KVS in its 94<sup>th</sup> Meeting of BOG held on 28-12-2012, decided to appoint Counsellors in Kendriya Vidyalayas on contract basis. Board also decided the required qualifications for the same. Later on, considering the fact that all schools do not get counsellors as per the prescribed qualifications, the Board of Governors of KVS in its 99<sup>th</sup> meeting held on 27-10-2014 decided to relax the qualifications required for appointment of counsellors. The amended qualification is as under:

Qualifications prescribed earlier (before 99 <sup>th</sup> BOG meeting)	Amended Qualifications(in 99 <sup>th</sup> BOG meeting)
M.A. / M.Sc. (Psychology) from a recognized College or University + Regular one year Post Graduate Diploma in Guidance and Counselling.	B.A. / B.Sc. (Psychology) with Certificate of Diploma in Counselling. It was further decided that in future Counsellors would be appointed on contractual basis and their remuneration would be as per other contractual TGTs. All the existing Counsellors, being post-graduate, would be governed as per their existing provisions for remuneration.
Or	Or
M.A. / M.Sc. / M.Com with B.Ed. / M.Ed. qualification + Regular one year Post Graduate Diploma In Guidance and Counselling.	Minimum of One Year Experience in Providing Career / Educational Counseling to students at schools.
<u>Desirable qualification required</u>	<u>Desirable qualification required</u>
Minimum of One Year Experience in Providing Career / Educational Counseling to students at schools.	Minimum of One Year Experience in Providing Career / Educational Counseling to students at schools.
Or	Or
Working knowledge and experience in Placement Bureaus.	Working knowledge and experience in Placement Bureaus.
Or	Or
Registration with rehabilitation Council of India as Vocational Counselor.	Registration with rehabilitation Council of India as Vocational Counselor.

Yours faithfully,

(Dr. Shachi Kant) 03/12/14  
Joint Commissioner (Trg.)

**Distribution:**

1. The Deputy Commissioner, KVS, all Regional Offices with the direction to circulate this OM to all Kendriya Vidyalayas under his/her administrative jurisdiction.
2. The Director, all ZIETs for information.
3. All officers/Sections, KVS (HQ), New Delhi.
4. DC(EDP) for uploading on KVS website.
5. PS to Commissioner, KVS
6. PS to Additional Commissioner (Admn.)
7. PS to Additional Commissioner (Acad.)
8. The Asstt. Editor, KVS (HQ) for inclusion / amendment in Education/Accounts Code of KVS.
9. Guard file.





केन्द्रीय विद्यालय संगठन / KENDRIYA VIDYALAYA SANGATHAN  
(Min. of HRD, Deptt. of Education, Govt. of India)  
18-संस्थागत/पठक/18-Institutional Area  
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F.11029/39/2017-KVS(HQ)Acad/TS / 226-250 .

Dated: 01.03.2017

The Deputy Commissioner  
Kendriya Vidyalaya Sangathan  
All Regional Office

Subject:  Engaging teachers on Contractual Basis in KVs.

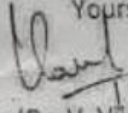
Sir/Madam,

As per KVS HQ Letter No F.11029/39/2011/KVS/HQ/Acad dated 08.10.2013 on above mentioned subject, the teacher who is appointed on Contractual basis will not be entitled for pay, if remains absent on working day. In case of absence from duty payment will be calculated on Pro-rata basis.

In this regard, many queries have been received from different stake holders.

Now, the competent authority has decided that one day per month can be sanctioned as a paid leave to all Contractual teachers. The other content of the letter remains unchanged.

The above information may be communicated to all concerns.

Yours faithfully  
  
13/3/17  
(Dr. V. Vijayalakshmi)  
Joint Commissioner(Acad)