

**GOVERNMENT OF WEST BENGAL**  
**Higher Education Department**  
**Bikash Bhavan, Salt Lake,**  
**Kolkata-700091**

No. 689-Edn(CS)

Dated Kolkata, the 26<sup>th</sup> August, 2010

**ORDER**

From: M. Chakravarty,  
Joint Secretary to the  
Government of West Bengal

To: Director of Public Instruction,  
Government of West Bengal,  
Higher Education Department

The issue of revision of service conditions of Part Time Teachers ect. is under consideration of the Government. In view of that, it is felt necessary that no fresh engagement of Part Time Teachers and any other category of persons should be done by the authorities of Government & Government Aided Colleges without prior permission of the Government.

Hence, it is ordered that no fresh engagement of Part Time Teachers and any other category of persons should be done by the authorities of Government & Government Aided Colleges without prior permission of the Government.

This takes effect immediately.

Sd/-  
(M. Chakraborty)  
Joint Secretary

**Government of West Bengal  
Department of Higher Education  
(C.S. Branch)  
Bikash Bhavan, Salt lake, Kolkata-700091**

**No: 751-Edn(CS)-5P-46/99**

**Dated, Kolkata, the 21<sup>st</sup> September, 2010**

**Memorandum**

In supersession of all the previous Government Orders relating to part-time teachers(PTTs) (except superannuated teachers) of the State Aided non-Govt. colleges undersigned is directed by the order of the Governor to say that following provisions will be applicable in respect of the part-time teachers w.e.f. 01/10/2010.

**General Conditions for engagement of PTTs (excluding the superannuated teachers of colleges & Univs serving as PTTs) :**

1. Existing PTTs duly engaged as per prescribed norms will continue to remain engaged till they attain 60 years of age.
2. All PTTs (including existing ones) shall be engaged only in one assignment.
3. Those PTTs who **have been refused renewal** and **whose service have been discontinued** by the college authority on or after **1/1/2008** shall be engaged afresh following issuance of this order subject to the following conditions:
  - a. should be of less than 60 years of age.
  - b. should be willing on the basis of his/her application.
  - c. declaration from the PTTs showing his/her engagement only in one assignment.
  - d. For those PTTs who **have been refused renewal** and **whose service have been discontinued** by the college authority on or between **1/1/2008 to the date of issuance of this order & subsequently been engaged afresh**, his/her length of past assignment in the concerned college will be counted **only** for the determination of his/her rate of monthly remuneration [ i.e. whether he/she is entitled to get Rs. 9450/- (for < 4 years) / Rs. 10800/- (>= 4 years but < 10 years) / Rs. 13500/- (>= 10 years)] but he/she will not be entitled to get any financial benefit for the said gap-in period (i.e. the period of his/her non-engagement in the college between his/her date of retrenchment and the date of subsequent engagement).
4. Notional vacancies are to be created to accommodate serving PTTs as well as those who are re-engaged as per 3d. above and these posts would be treated as personal & supernumerary ones. The number of such notional vacancies are to be decided on the basis of requisition from the colleges [mentioning the names of persons engaged & other details – duly authenticated by the college authority as mentioned below].

**I. For those PTTs who were engaged before 01/04/09.**

- Length of service as PTTs is to be certified by the Principal/Teacher-in-Charge of the college referring to "the then" Governing Body's Resolution notifying the date of engagement and subsequent renewal. *Ex-post facto* G.B. resolution notifying engagement and extension of service in respect of part time teachers will not be acceptable.
- Duly audited Acquittance Roll for PTTs may be treated as an authentic document for determination of the length of the service of a part-time teacher in absence of "the then" G.B. resolution.  
Duly audited Acquittance Roll attested by The Principal / Teacher-in-Charge of the concerned college and this statement of material is to be duly verified by the auditor appointed during 2008-09/2009-10 by the Education Directorate, Government of West Bengal with necessary certification (Year wise and month wise from the date of Joining).

**Or/And**

- The PTTs of the Govt. aided colleges who have/are rendered/ rendering service in different academic assignments of the University (e.g. as examinations/ paper setter/ moderator etc), the certificate(s) of the respective Universities indicating the date(s) of such appointment(s) may also be taken into account for determining the length of service.

**II. For those PTTs who are engaged on or after 01/04/09**

- The college authority has to submit the following documents for those PTTs who are engaged after 01/04/2009
  - Attested photocopy of the advertisement
  - Attested photocopy of the letter from the affiliated University nominating the subject expert for the selection committee.
  - Attested photocopy of the final merit list( Subject wise)
  - Attested photocopy of the PG level final mark-sheet showing atleast minimum of 55% marks in aggregate.
  - Supporting GB resolution for engagement.

- III.** The department-wise number of existing approved posts, number of vacancies therein, name of the persons engaged as part-time teachers are to be submitted and this statement of material is to be duly attested by the college authority.

- IV. Declaration from the PTTs showing his/her engagement only in one assignment is also to be submitted and attested by the college authority.
5. No part-time teachers shall be engaged without prior written permission from the State Govt. as per order No. 689-Edn(CS) dated 26.08.2010.

**Method of Engagement:**

By Selection (direct recruitment) by the Governing Body by following the procedure mentioned below:

- (i) The vacancy shall be advertised by the college authority, on receiving prior written permission from the State Govt., in at least two daily leading newspapers (one in English and the other in Bengali or any other language) specifying the required qualifications & remuneration,
- (ii) The applications received in response to the *advertisement* will be scrutinised by the college authority and the eligible candidate(s) will be called for interview before the Selection Committee,
- (iii) The Selection Committee will consist of the following members:-
- The Principal/Teacher-in-Charge of the College will be the Chairman
  - The Senior most Teacher/HOD of the college in the subject,
  - An expert, not below the rank of Reader/equivalent, in the subject, nominated by the Vice-Chancellor of the University, to which the college is affiliated.
- (iv) The letter of engagement of PTTs would only be issued by the College authority in the **prescribed format** on receiving prior written permission from the State Govt.
6. As per existing norms of whole time sanctioned teaching posts for each subject [following 4/5/7 (for Arts and Science Departments) and 6 (for Commerce Department) policy in recruitment of Whole time teachers] Part-Time Teachers may be engaged with approval of the State Government subject to the conditions that against each approved full time teacher post maximum of three PTTs may be engaged. However, in exceptional cases, variations may be accommodated as per prescribed norms.
7. Consequent upon exorbitant price hike of different commodities the question of enhancement of remuneration of part-time teachers attached to different colleges of the State has been taken into consideration. For this purpose the remuneration of the part-time teachers may be enhanced by 35% as shown below w. e. f. 01/10/2010:

Category of Part-time teachers	Present remuneration per month	Revised remuneration per month
< 4 years	Rs. 7000/-	Rs. 9450/-
>= 4 years but < 10 years	Rs. 8000/-	Rs. 10800/-
>= 10 years	Rs. 10000/-	Rs. 13500/-

No other allowances will be admissible to the PTTs except the enhancement @ 5% of the remuneration, at an interval of three (3) years, after the enhancement done as on 01/10/2010.

The college authority may allot 10 (Ten) classes/ periods per week to each PTTs.

8. The entire quantum of emoluments (as mentioned above) will be paid by the state Govt. duly as being approved by the Govt. in favour of each part-time teacher. Claims to be submitted as per the format being prescribed.
9. The above noted benefits will not be extended for those appointed in the self financed courses in the college. Also, those who are engaged in full time assignment elsewhere will not be considered for the above mentioned benefit.
10. Part-time teachers of government aided colleges are entitled to avail of 14 days casual leave in a calendar year, ½ average remuneration leave on production of medical certificate from a registered medical practitioner and maternity leave as admissible under Government rules.
11. Each PTT would be entitled to get a Gratuity of Rupee one Lakh only, once in life time, when he becomes 60 as PTT, provided that period of engagement is not less than 10 years.

**Service Related Matters:**

12. During the period of engagement the service of such PTTs may be terminated because of involvement in criminal case/ misconduct/ delinquency/ incapacitation and/or other culpable offence –as may be framed from time to time by the competent authority.

This order issues with the concurrence of the Finance Department, vide their U.O. No. 3373( Gr. P Service) Dated 20/09/2010.

Yours faithfully

Sd/- M. Chakravarty  
Jt. Secretary  
C.S. Branch  
Department of Higher Education  
Government of West Bengal

**No.751/1(14)-Edn(CS) -5P-46/99**

**Dated, Kolkata, the 21<sup>st</sup> September,2010**

Copy forwarded for information and necessary action to:

1. Account General (A&E), West Bengal
2. Finance Department of this Government
3. Director of Public Instruction, West Bengal
4. Registrar, Calcutta University, Senate House, College Street, Kol-700073
5. Registrar, Burdwan University, Rajbati, Burdwan, Pin-713104
6. Registrar, Kalyani University, Kalyani, Nadia, Pin-741235
7. Registrar, Vidyasagar University, P.O. Vidyasagar University, Dist. Paschim Medinipur, Pin-721102
8. Registrar, Gour Banga University, Malda College, P.O. Malda, Dist. Malda, Pin-732101
9. Registrar, West Bengal State University(Barasat, North 24 Paraganas), Barasat Govt. College, P.O. Barasat, Dist. North 24 Paraganas, Pin-743201
10. Registrar, North Bengal University, Raja Rammohanpur, P.O. North Bengal University, Dist. Darjeeling, Pin-734430
11. Computer Cell of this Department
12. PS to MIC, Higher Education Department
13. PA to Principal Secretary of this Department
14. Guard File

Sd/- M. Chakravarty  
Jt. Secretary  
C.S. Branch  
Department of Higher Education  
Government of West Bengal

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**Govt. of West Bengal  
Higher Education department  
C. S. Branch  
Bikash Bhavan, 6<sup>th</sup> floor, Salt Lake City, Kolkata - 700091**

**No. 418 – Edn (CS)  
5P-46/99 (Pt-II)**

Date 30.04.2013

From: The Joint Secretary to the Govt. of West Bengal

To: The Director of Public Instruction & E.O. Secretary,  
Higher Education Department,  
Bikash Bhavan, 6<sup>th</sup> floor, Salt Lake City, Kolkata – 700091

Sub: Enhancement of remuneration of Part-time Teachers (PTTs) of Govt.-aided Colleges.


Sir,

I am directed by order of the Governor to say that the Governor is pleased to allow 10% (ten percent) one time increase in consolidated remuneration fixed in terms of G.O. No. 751-Edn. (CS) dated 21.09.2010 in respect of the Part-time Teachers of Govt.-aided Colleges (excluding the superannuated teachers of the Colleges) who will complete 10 years of engagement in the State-aided Non-Govt. Colleges on or after 01.10.2013.

The existing provision of allowing 5% (five percent) enhancement at an interval of every 3 (three) years as laid down in G.O. No. 751-Edn (CS) dated 21.09.2010 will continue as usual until further order.

This order issues with the concurrence of Finance Department vide their U.O. No. 659, Group –P2 dated 17.04.2013.

Yours faithfully,

  
Joint Secretary  
to the Govt. of West Bengal

**No. 418 / 1 (21) – Edn (CS)  
5P-46/99 (Pt-II)**

Date 30.04.2013

Copy forwarded for information and necessary action to:-

- 1) The Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata – 700001.
- 2) Registrar, .....University, .....
- 3) Finance Department, Group- P2, Writers' Buildings, Kolkata – 700001.
- 4) The P.S. to MIC, Higher Education Department.
- 5) P.A. to the Secretary, Higher Education Department
- 6) Computer Cell of this Department.
- 7) Guard file.

Joint Secretary  
to the Govt. of West Bengal

**Government of West Bengal  
Department of Higher Education  
(CS Branch)  
Bikash Bhavan, Salt Lake City,  
Kolkata – 700 091**

**No.786-Edn(CS)**

**Dated, Kolkata, the 8<sup>th</sup> October, 2010**

From: M. Chakravorty  
Joint Secretary (CS)  
Department of Higher Education  
West Bengal

To: The Director of Public Instruction  
Department of Higher Education , Bikash Bhavan, Salt Lake  
Government of West Bengal

Sub.: **Part-time teachers(PTTs) of the Govt. aided colleges in the State.**

In continuation of Department's G.O. No. 751-Edn(CS) dated 21.09.2010 the undersigned is directed to say that the following guidelines have to followed by the college authorities for engagement of part-time teachers(PTTs) of the State Aided Non-Government Colleges. .

- 1. The college authority will submit the particulars as per Format-I , II & III (enclosed) in the first phase to get candidate-wise approval for PTTs from the Department .**
- 2. On receiving the approval the college authority will submit a proposal as per prescribed Format-IV (enclosed) to the Education Directorate for fixation of remuneration in respect of approved PTTs.**
- 3. On receipt of fixation memo(s) from the Education Directorate the college authority will submit the actual claim to the Directorate.**
- 4. Separate proposal for claiming higher remuneration as per para 7 of G.O. No. 751 Edn(CS) dated 21/09/2010 is required to be submitted each time.**

The college authority should submit

- The required information in the form of **hard copy** (paper documents) as well as **soft copy (CD)** as per enclosed Format (I-IV) (in **Excel format only**). All the documents should be submitted to this Directorate at an early date.



(i) **PTTs engaged before 01/04/09.**

. In adherence to the conditions laid down in the G.O. as mentioned earlier( Para. I) the college authority will have to submit:

- Attested photocopy of the PG level final mark-sheet.
- Attested documents proving the date of birth. (Photocopy of Madhyamik or equivalent Admit Card/ Certificate).

(ii) **PTTs engaged on or after 01/04/09**

- The college authority will have to submit the following documents :
  - ✓ Attested photocopy of the advertisement
  - ✓ Attested photocopy of the letter from the affiliated University nominating the subject expert for the selection committee.
  - ✓ Attested photocopy of the final merit list( Subject wise)
  - ✓ Attested photocopy of the PG level final mark-sheet showing atleast minimum of 55% marks in aggregate.
  - ✓ Attested documents proving the date of birth (Photocopy of Madhyamik or equivalent Admit Card/ Certificate).
  - ✓ Supporting GB resolution for engagement.

(iii) **Those PTTs who have been refused renewal and their services have been discontinued by the college authority on or after 1/1/2008 till the date of issuance of the order 751 Edn(CS) dated 21/09/2010:**

In adherence to the conditions laid down in the G.O. as mentioned earlier( Para. I) the college authority will have to submit:

- Attested photocopy of the PG level final mark-sheet. (Photocopy of Madhyamik or equivalent Admit Card/ Certificate).
- Attested documents showing date of birth of the part time teachers
- Willingness of candidate in writing to the college authority for engagement afresh.
- New Appointment letter with Supporting GB resolution

Yours faithfully

Sd/-

M. Chakravarty  
Jt. Secretary  
C.S. Branch

Department of Higher Education  
Government of West Bengal

Copy forwarded for information and necessary action to:

1. Account General (A&E), West Bengal
2. Finance Department of this Government
3. Director of Public Instruction, West Bengal
4. Registrar, Calcutta University, Senate House, College Street, Kol-700073
5. Registrar, Burdwan University, Rajbati, Burdwan, Pin-713104
6. Registrar, Kalyani University, Kalyani, Nadia, Pin-741235
7. Registrar, Vidyasagar University, P.O. Vidyasagar University, Dist. Paschim Medinipur, Pin-721102
8. Registrar, Gour Banga University, Malda College, P.O. Malda, Dist. Malda, Pin-732101
9. Registrar, West Bengal State University(Barasat, North 24 Paraganas), Barasat Govt. College, P.O. Barasat, Dist. North 24 Paraganas, Pin-743201
10. Registrar, North Bengal University, Raja Rammohanpur, P.O. North Bengal University, Dist. Darjeeling, Pin-734430
11. Computer Cell of this Department
12. PS to MIC, Higher Education Department
13. PA to Principal Secretary of this Department
14. Guard File

Sd/-

M. Chakravarty  
Jt. Secretary  
C.S. Branch  
Department of Higher Education  
Government of West Bengal

## Format-I

**Subject-wise vacancy position( to be submitted in a consolidate form) ( for approval of PTTs)**

**Name of the College:**

**Year of Estd.:**

**Address:**

**District:**

**Ph.  
No.:**

**Fax No.:**

**Mobile No. of the Principal/ Teacher-in-charge:**

**Email:**

Subject Taught	Gen./ Hons. /PG	Whether Self-Financed or not	Total Students Strength	Admissible whole-time teaching posts following *4/5/6/7	Sanctioned whole time teaching Posts mentioning G.O./Memo No. and date.	No. of existing Whole time Teachers	No. of existing Contractual Whole time Teachers	Excess teaching posts ,if any, following 4/5/6/7 norms.	No. Of Sanctioned vacant whole time teaching posts	Total no. of serving part time Teachers	No. of superannuated Teachers, if any, reserving as part time teaching assignment.
1	2	3	4	5	6	7	8	(5-7)	9	10	11
<b>Total</b>											

**Principal/ Officer-in-charge**

\* i) **7** for Science subject at Hons. Level, ii) **6** for Commerce at Hons. Level, iii) **5** for Beng., Eng., Math., Geogr. at Hons. level , iv) **4** for other subjects at Hons. Level.

## Format-II ( For approval of PTTs)

Fax No.:

Mobile No.:

Name of the Department\*:

NO. of Enrolled Students: Hons.

Gen.

P.G.

No. of Sanctioned Teaching Posts:

Vacant:

Sl. No.	Name of the Part-time Teacher	Qualification	% of Marks in PG Any other higher qualifications ( M.Phil /Ph.D /NET/SET)	Date of Birth	Date of initial engagement in the present college**	Period of discontinuation( in case of reinstated PTTs)	Tenure of assignment in the present College( calculated on the basis of actual period served) as on 31/03/2010	Proposed amount of remuneration per month as per G.O. 146 Edn(CS) dt 27/02/09	Tenure of assignment in the present College ( calculated on the basis of actual period served) as on 01/10/2010)	Proposed amount of remuneration per month as per G.O. 751 Edn(CS) dt 21/09/2010
1	2	3	4	5	6	7	8	9	10	11

\* Separate Sheet should be submitted for each Department

Principal/ Officer-in-charge

\*\* Supporting Documents attested by the College Authority should be furnished as per para 4. I & II of G.O. 751 Edn(CS) dt 21/10/2010.

**Format-III**  
**(For approval of PTTs)**  
**Declaration from Part-Time Teacher**

**1.** I,....., hereby declare that I am not engaged in any full time assignment including Contractual / Para teacher etc.elsewhere and at present I have been serving the following college(s) as a part time teacher:-

Name of the College(s)	Date of Joining	Option
		FIRST-(1 <sup>st</sup> )
		SECOND-(2 <sup>nd</sup> )

I also declare that at present I am engaged in one (1)/ two (2) colleges (strike out which is not applicable) part time assignment(s) in college (s).

**2.** I,....., hereby opt for .....college as my only assignment as PTT as per G.O. No. 751 Edn(CS) dated21/09/2010 w.e.f.....

**3.** I, ....., do hereby tender my resignation from ..... college as PTT with effect from .....

Date: .....

Place: Signature of Part-Time Teacher

Signature & Seal

Signature & Seal

Principal/Teacher-in-charge  
(the college from where he/she resigned)

Principal/Teacher-in-charge  
(the college from which proposal forwarded)

## Format-IV

(for fixation remuneration of the PTTs as per G.O. No. 751 Edn(CS) dated 21/09/2010)

Name of the College:

Fax No.:

Telephone No.:

Mobile No. of the Principal/ Teacher-in-charge:

Name of the Department\*:  
(Hons./Gen/P.G.)

Sl. No.	Name of the Part-time Teacher	H. E. Department's Memo No. and date for approval:	Tenure of assignment in the present College( calculated on the basis of the actual period served) as on 31/03/2010	Proposed amount of remuneration per month as per G.O. 146 Edn(CS) dt 27/02/09	Tenure of assignment in the present College ( calculated on the basis of the actual period served) as on 01/10/2010)	Proposed amount of remuneration per month as per G.O. 751 Edn(CS) dt 21/09/2010	Next Date of Enhancement of Remuneration @ 5% at an interval of 3 years as per G.O. 751 Edn(CS) dt 21/09/2010
1	2	3	4	5	6	7	8

\*Separate Sheet should be submitted for each Departmen

Principal/ Officer-in-charge

**EDUCATION DIRECTORATE  
GOVERNMENT OF WEST BENGAL,  
BIKASH BHAVAN, SALT LAKE, KOLKATA-91**

MEMO NO- ED-258/2013

Dated-17.04.2013

From

**Director of Public Instruction, West Bengal  
& Ex-Officio Secretary, Dept. of Higher Education**

**Government of West Bengal, Bikash Bhavan, Kolkata-91**

**To: All Principals and TIC s of the Govt-aided colleges in the state**

**Reg- Submission of claims for remuneration of the existing Part-time teachers(PTTs) and Contractual Whole time teachers(CWTTs) for the period from 01.01.2013 to 31.03.2013(as before) & submission of claims for remuneration of PTTs & CWTTs for 1.4.2013 to 30.6.13; 1.7.13 to 31.12.13; and 01.01.14 to 31.3.2014(onwards), along with the claim bills of Regular Teaching & Non-teaching staff of colleges.**

1.They are requested to submit claim proposal with regard to payment of remuneration to Part-time teachers and Contractual Whole time teachers **in separate proposal**, for the period 01.01.13 to 31.03.13 with the following documents to the Receiving section of the Education Directorate **within 25.04.2013 positively**.

**2. In accordance to G.O. No. 360 Edn(CS)/10M-45/2013 dated 10.4.2013, it is being notified that the state aided non govt. colleges of W.B. are to submit monthly bills of remuneration of CWTTs & PTTs to the Pay Packet Section of the Education Directorate along with the bills of regular teaching and non teaching employees of Colleges w.e.f. 1.4.2013 onwards.**

**Necessay Formats and documents required for PTTs and CWTTs in this regard are attached herewith.**

Sd/-

**Director of Public Instruction,  
West Bengal & Ex-Officio Secretary, Dept. of Higher Education  
Government of West Bengal, Bikash Bhavan, Kolkata-91**

**To all the Principals and TIC s of the Govt-aided colleges in the state**

**Reg- Submission of claims of the existing Contractual Whole-time teachers(CWTTs) for 01.01.2013 to 31.03.2013**

Kindly submit claim proposal of Contractual whole-time teachers, for the above-mentioned period with the following documents to the Education Directorate, **Receiving section only, within 25.04.2013 positively.**

**Documents required-**

- 1. Duly-filled in format for claim submission in Excel worksheet (as given),**
- 2.10-Point Certificate,**
- 3. Non- Drawal Certificate,**
- 4. Attested Copy of Original Approval Order, with Annexure,**
- 5. Disbursement Certificates of the previous grants received mentioning the period, Memo No, Amt received, disbursed amount, surplus/deficit, if any. Copy of last sanctioning Memo to be enclosed positively.**
- 6. Audited report of the previous grant received,**
- 7. Authentication of Principal/TIC mentioning the names of CWTTs who have resigned w.e.f, with G.B Resolution confirming the acceptance of resignation,**
- 8. A soft copy of THE CLAIM in Excel worksheet to be attached with the proposal.**
- 9. If any amount has not been drawn from the treasury, a certificate of non-drawal by T.O is to be given.**
10. Attested photo-copy of original acquittance roll.
11. Copies of P.Tax challan to be enclosed.



To all the Principals and TIC s of the Govt-aided colleges in the state

**Reg- Submission of claims of the existing Part-time teachers(PTTS) for 01.01.2013 to 31.03.2013**

Kindly submit claim proposal of Part-time teachers for the above-mentioned period with the following documents to the Education Directorate, **Receiving section only, within 25.04.2013 positively.**

**Documents required-**

1. Duly-filled in format for claim submission in Excel worksheet(as given),
- 2.10-Point Certificate,
3. Non- Drawal Certificate,
4. Attested Copy of Original Approval Order, with Annexure,
5. Disbursement Certificates of the previous grants received mentioning the period, Memo No, Amt received, disbursed amount, surplus/deficit, if any. Copy of last sanctioning Memo to be enclosed positively.
6. Audited report of the previous grant received,
7. Authentication of Principal/TIC mentioning the names of PTTs who have resigned w.e.f, with G.B Resolution confirming the acceptance of resignation,
8. A declaration by Principal/TIC stating slab change of PTTs, if any, (to be calculated from the date of joining as per 1st Approval Memo) mentioning date of effect.
9. A G.B /Organising Committee Resolution regarding approval for slab change of PTTs, if any. Those who have already submitted claims with slab change in the last period, must also enclose similar resolution.
9. A soft copy of THE CLAIM in Excel worksheet to be attached with the proposal.
10. If any amount has not been drawn from the treasury, a certificate of non-drawal by T.O is to be given.
11. Attested photo-copy of original acquittance roll.



FORMAT II

Format for Claim of Remuneration for Approved Contractual-Whole time Teachers of Govt-Aided Colleges(01.01.2013-31.03.2013 )

Name of the College with Postal Address with Pin Code:

email ID:

Name of the Principal /Teacher-in-Charge :

Mobile No:

College/Office Phone no:

Previous surplus if any (with period) :

Rs.

→ Period from..... to..... vide memo no.....

Sl. No. (A)	Names of Approved CWTTs as per first approval (B)	Names of resigned CWTTs with date of resignation (C)	Subject in which engaged as CWTT (D)	% of Marks in PG, (E)	Date of Birth (F)	Date of Joining as per first approval (G)	Any other Higher Qualification (NET/SET/ Ph.D (H)	General / SC / ST / OBC/PH (I)	Memo No with date of first approval (J)	Proposed Claim from 01.01.2013to 31.03.2013 in terms of G.O. 952-Edn(CS) dated 09.12.2010 @ Rs. 21400/- per month per incumbent. (K)
										Rs21400x6 mths=Rs.....
<b>TOTAL CLAIM</b>										Rs.

ACCOUNTANT

BURSAR

PRINCIPAL/TEACHER IN CHARGE

**FORMAT-**

**FORMAT FOR CLAIM OF REMUNERATION FOR APPROVED PART TIME TEACHERS OF GOVT.AIDED COLLEGES (01.01.2013-31.03.2013)**

Name of the College with Postal Address with Pin Code:

e-mail ID:

Name of the Principal /Teacher-in-Charge :

Mobile No:

Office Phone no:

No. of PTT placed at Rs.9450  Rs.10800

Rs 13500  as per first approval vide G.O

no..... dated .....

Previous surplus if any (with period) Rs.

Period from..... to..... vide memo no.....

Sl No <b>(A)</b>	Name of approved PTTs(Please indicate category-G.C./SC/ST/OBC/PH) <b>(B)</b>	Subject <b>(C)</b>	Qualification <b>(D)</b>	Date of Birth <b>(E)</b>	Date of Joining as per first approval <b>(F)</b>	First approval Memo No. <b>(G)</b>	Remuneration as per first approval (in Rs.) <b>(H)</b>	state whether claim is for Rs.9450/ Rs.10800/ OR Rs.13500 X 6 months(Jan 13 to Mar 13) <b>(I)</b>	Due/Arrear remuneration for slab change from Rs.9450 to 10800/- OR from 10800/- to 13500/- with date of effect after 01.01.13 to 31.03.13(in Rs.) [If any] <b>(J)</b>	Total Arrear as per for column J for slab change if any from 01.01.13 to 31.03.13 (in Rs.) <b>(K)</b>	Total claim (in Rs.) <b>(L=I +K)</b>	Remarks (Resignation tendered by any PTT with date, if any) <b>(M)</b>
								9450 X 6 = Rs..... ...				
								10800 X 6 = Rs..... ...				

**ACCOUNTANT**

**BURSAR**

**PRINCIPAL/TEACHER-IN-CHARGE**

**Education Directorate,  
Higher Education Department,  
Bikash Bhawan, Salt Lake,  
Kolkata-91.**

Memo.....ED-882/2014

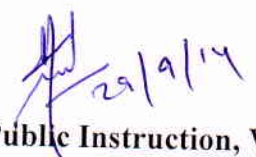
Date.....29/09/2014

**From Director of Public Instruction, West Bengal & Ex-officio Secretary,  
Dept. of Higher Education, Govt. of West Bengal, Bikash Bhawan, Kol-91**

**To All the Principals/ Officer-in-charge/Teacher-in-charge of Govt. / Govt.-aided/  
sponsored colleges in the state**

**Sub.: Submission of attested copies of M.Phil, Ph.D. & NET/SLET/SET certificates  
of PTTs & CWTTs**

You are requested to furnish the 'PTT & CWTT' cell within 15.10.2014 with attested Xerox copies of M.Phil, Ph.D. & NET/SLET/SET certificates of those among the PTTs & CWTTs who have already been declared/ qualified.

  
**Director of Public Instruction, West Bengal &  
Ex-officio Secretary, Dept. of Higher Education,  
Govt. of West Bengal, Bikash Bhawan, Kol-91**

**Government of West Bengal,  
Department of Higher Education,  
Bikash Bhavan, Salt Lake, Kolkata 700091.**

**ORDER**

No. 195-Edn(CS)4A-06/16

Dated 19.02.2016

With reference to the earlier orders No.(s). 1139-Edn (CS)/ 4A-01/2014 dt. 10.12.2015 & 2586-Edn(A)/10M-20/10 dt. 11.12.2015 the undersigned is directed by the order of the Governor to specify the following provisions regarding slab change benefits of Govt-approved PTTs engaged in Govt./ Govt. aided & erstwhile sponsored colleges (except superannuated teachers working as PTTs) :

**01.01.2016- 30.9.2016**

	<b><u>Revised Slab</u></b>	<b><u>Remuneration</u></b>
Above 4 & below 10 years	Rs. 14175	Rs.14175
Above 10 years	Rs.17719	Rs.19491 (17719+10% of 17719)

**On or after 01.10.2016**

	<b><u>Revised Slab</u></b>	<b><u>Remuneration</u></b>
Above 4 & below 10 years	Rs. 14884	Rs. 14884
Above 10 years	Rs.18605	Rs.20466 (18605+10% of 18605)

This will take effect from 01.01.2016.

By the order of the Governor,

  
Secretary,

Higher Education Department,  
Government of West Bengal,

No. 1951(6)-Edn(CS)4A-06/16

Dated 19.02.2016

**Copy forwarded for information and necessary action to ;**

1. The Principal Accountant General (A & E), West Bengal, Treasury Buildings, Kol-700001
2. The Finance Department, Group-P2, West Bengal.
3. The Director of Treasuries & Accounts, 4, Lyons Range, Kol-700001
4. The Director of Public Instruction, West Bengal.
5. The Principal/ Officer-in-charge/ Teacher-in-charge .....
6. Guard File

  
Secretary,

Higher Education Department,  
Government of West Bengal,

No.2081 -Edn (CS)/ 10M-83/2019

Date: 23/12 /2019


### Memorandum

The matter of restructuring of service conditions and other benefits for Government approved Part Time teachers (PTTs), Government approved Contractual Whole time teachers (CWTTs) and Guest teachers, in any nomenclature, engaged in different Government/ Government aided colleges in the State of West Bengal up to 13.07.2019, was under active consideration of the State Government for sometimes past. After careful consideration of the matter, the Governor is hereby pleased, in supersession of all previous orders in this regard, to restructure the service conditions along with the change of nomenclature of the aforesaid category of teachers commensurate with their qualifications and period of service rendered in the following manner:–

1. Part Time Teachers, Contractual Whole Time Teachers and Guest Teachers having qualification for being appointed as teachers in the colleges as prescribed by the University Grants Commission and as followed by the West Bengal College Service Commission, on the date of issuance of this order, will be renamed as **State Aided College Teacher, Category-I**, and will be entitled for the following remuneration:
  - a. Rs. 31,000/- (consolidated) per month for those served the college less than 10 years;
  - b. Rs. 35,000/- (consolidated) per month for those served the college more than 10 years;
2. Part Time Teachers, Contractual Whole Time Teachers and Guest Teachers don't having qualification for being appointed as teachers in the colleges as prescribed by the University Grants Commission, and as followed by the West Bengal College Service Commission on the date of issuance of this order, will be renamed as **State Aided College Teacher, Category-II** and will be entitled for the following remuneration:
  - c. Rs. 20,000/- (consolidated) per month for those served the college less than 10 years;
  - d. Rs.25,000/- (consolidated) per month for those served the college more than 10 years;
3. Remuneration of existing Government approved PTTs and CWTTs, who are getting higher remuneration at present, shall be protected.
4. Remuneration of above mentioned category of teachers will be enhanced @ 3% of the total remuneration per year on 1<sup>st</sup> July of every year.

5. Such category of teachers will be entitled for Rs. 5.00 Lakh (Five Lakh) only on attaining the age of 60 years, provided the teacher concerned has rendered service for a period not less than 10 years.
6. State Aided College Teacher, Category-II, on acquirement of UGC qualifications subsequently will be considered as State Aided College Teacher, Category-I with effect from the date of acquiring such qualification, subject to the approval of DPI, West Bengal.
7. General conditions in respect of approval of all the state aided College teachers mentioned above:-
- I. Fresh letter of engagement will be issued by the college authority to all category of teachers mentioned hereinabove after obtaining approval of the Director of Public Instructions, West Bengal.
  - II. Notional vacancies are to be created to accommodate all State Aided College Teachers who are engaged as per 7(I) above and these posts would be treated as personal and supernumerary ones.
  - III. Both the above two category of teachers ( i.e. State Aided College Teacher, Category-I & Category-II) will be allowed to continue their engagement till they attain the age of 60 years. However, service of any particular teacher of above categories may be terminated by the Governing Body, with the approval of the State Government for non-performance, incapacitation, delinquency, misconduct, involvement in any criminal case or any other culpable offence, in such manner as may be prescribed by the State Government.
  - IV. The above category of teachers will be required to take classes, along with works related to examination etc, as per the following schedule:-
    - a. State Aided College Teacher, Category-I: 15 hours per week.
    - b. State Aided College Teacher, Category-II: 15 hours per week.
  - V. The benefit of this Order shall be allowed to the Part Time Teachers, Contractual Whole Time Teachers and Guest Teachers who were engaged in the college on or before 13.07.2019.
  - VI. If required, the above category of teachers may be deployed in any other Govt. aided colleges in the interest of public service.
  - VII. **The financial benefit will however, be effective from the 1<sup>st</sup> day of January, 2020.**


This order is issued with the concurrence of Finance Department Vide their U.O. No.1232/1 dt.16.08.19 and U.O. No.1644 dt.19.11.19.

By order of the Governor,  
  
Joint Secretary to the  
Government of West Bengal



Copy forwarded for information and necessary action to:-

1. Principal Accountant General (A &E), West Bengal,
2. Finance Department (Group-P2) of this Government,
3. Vice Chancellor ... (all State aided universities),
3. Director of Public Instruction, West Bengal. He / She is requested to take appropriate action regarding approval of the said teachers on verification of documents.
4. Principal/Vice-Principal/Teacher-in-Charge ... (all Government/Government aided Colleges), He/she is requested to issue fresh letter of engagement as per approval above.
5. PS to Hon'ble Minister in Charge of this Department,
6. IT Cell of this Department to upload in the Departmental website,
7. PA to Principal Secretary of this Department,
8. Guard File.

  
Joint Secretary