

NOTIFICATION

Education Department

Sachivalaya, Gandhinagar.

Dated : 20th January, 2017.

Gujarat
Primary
Education
Act, 1947.

No.GH/SH/02/PRE/11-2016/SF-6/K :- In exercise of the powers conferred section 23 of the Gujarat Primary Education Act, 1947 (Bom. LXI of 1947), the Government of Gujarat hereby makes the following rules to provide for regulating the recruitment and selection process for the post of Vidya Sahayak/Teacher, Class III, Head Teacher, Class III, Assistant Education Inspector, Class III and Supervisor, Class III, in the subordinate service of the Directorate of Primary Education and District Primary Education Committees and Municipal Primary Education Committees.

1. Short Title.- These rules may be called the Vidya Sahayak/Teacher, Head Teacher, Assistant Education Inspector and Supervisor, Class III, in the subordinate service of the Directorate of Primary Education and District Primary Education Committees and Municipal Primary Education Committees (Procedure for Selection) Rules, 2017.

2. Definitions.- In these rules, unless the context otherwise requires,-

- (a) "Appendix" means the Appendix appended to these rules;
- (b) "Government" means the Government of Gujarat;
- (c) "Head Teacher Aptitude Test" means the Head Teacher Aptitude Test (HTAT) conducted by the State Examination Board, Gandhinagar for selection of candidates for the post of Head Teacher;
- (d) "Selection Committee" means the Selection Committees constituted under rule 3;
- (e) "Teacher Eligibility Test" means the Teacher Eligibility Test (TET) conducted by the State Examination Board, Gandhinagar for selection of candidates for the post of Vidya Sahayak/Teacher, Class III.

3. Constitution of Selection Committees.-(1)The Gujarat State Primary Education Selection Committee (hereinafter called “ the State Level Committee”) shall consist of the following members, namely:-

1.	The Director of Primary Education, Gujarat State.	Chairman
2.	Joint Secretary/Deputy Secretary to Government (Primary Education), Education Department.	Member
3.	The Director, Gujarat State Council for Educational Research and Training.	Member
4.	The Deputy Director of Primary Education, Gujarat State, dealing with the recruitment process.	Member-Secretary

(2) For selection of VidyaSahayaks in districts, the Selection Committee for each district shall consist of the following members, namely:-

1.	The Chairman, District Education Committee	Chairman
2.	The District Education Officer	Member
3.	The Principal, District Institute of Education and Training	Member
4.	The District Primary Education Officer	Member-Secretary

(3) For selection of VidyaSahayaks in each municipal corporation and each municipality, the Selection Committee shall consist of the following members, namely:-

1.	The Chairman, Municipal School Board.	Chairman
2.	The District Education Officer.	Member
3.	The Principal, District Institute of Education and Training.	Member
4.	Administrative Officer, Municipal School Board.	Member-Secretary

4. Duties and Functions of Gujarat State Primary Education Selection Committee.-The duties and functions of the Gujarat State Primary Education Selection Committee shall be as follows, namely:-

(1) The Gujarat State Primary Education Selection Committee (hereinafter called "the State Level Committee") shall call from all the District Education Committees and Municipal School Boards(Nagar Shikshan Committees) to submit requisition in the prescribed forms for filling up the vacant posts of VidyaSahayak, Head Teacher, Assistant Education Inspector and Supervisor to be filled by direct selection, category wise (SC,ST,SEBC,OPEN,PH) according to their district roster register, by direct recruitment.

(2) The State level Selection Committee shall invite online applications in the prescribed form from the candidates by issuing an advertisement in widely circulated newspapers in the State stating the vacancies as per the requisitions received from the District Education Committees and Municipal School Boards(Nagar Shikshan Committees). The State level Selection Committee shall mention in the advertisement the requirement of copies of mark-sheets and other certificates along with the application form. The candidate shall deposit the prescribed application form at the offices or receiving centres as may be specified in the advertisement or in the application form fixed by the respective District Education Committee and/or Municipal School Board (Nagar Shikshan Committee).The District Primary Education Officer/Administrative Officer shall scrutinise the application forms and the original certificates at the time of accepting the application form.

(3) The advertisement given by the State Level Selection Committee shall contain the following particulars, namely:-

- (i) date of receiving/accepting and the last date and time of filing "online" application;
- (ii) the place of depositing print-out of "online" application, receipt of fee and copies of other certificates;

- (iii) the last date and time of depositing the print-out of the application after filing "online" application at the prescribed place;
- (iv) the date of publishing provisional merit list;
- (v) the date and time for filing objection for removing mistakes found in the candidate's application;
- (vi) last date of publishing the final merit list;
- (vii) the date and time limit for receiving on-line call letters by the candidate;
- (viii) the date, time and place for selection of district;
- (ix) the time-gap between different phases for district selection;

(4) The State level Selection Committee shall be at liberty to make appropriate changes in the matters shown against serial No. (i) to (ix) in inevitable circumstances. The decision of the selection committee shall be final in this regard.

(5) The time limit for filing up "online" application shall be 10 (Ten) days (including holidays) from the receiving date specified in the advertisement published in the newspaper.

(6) The candidate shall take print out of the "online" application and shall deposit at the offices or receiving centres along with the prescribed fee.

(7) No application shall be accepted without depositing prescribed fee and print out of the 'online' application. No submission in this regard shall be entertained afterwards.

5. Application for Post.-(1) A person who is eligible as per the provisions of recruitment rules for the post advertised by the State Level Committee shall make online application to the State Level Committee along with the prescribed fees within the time limit as may be specified in the advertisement.

(2) The fees once paid shall not be refunded or held over for the subsequent advertisement.

(3) The request for withdrawal of application and refund of fees shall not be entertained in any circumstances.

6. Scrutiny of Applications.-The Selection Committee shall scrutinise the applications received by it with regard to the eligibility and performance in the examinations (weightage of marks) of the candidates in accordance with the provisions of the recruitment rules and examination rules in the manner as it may consider deem fit, for preparation of merit list.

7. Preparation of Merit List.-

(1) The Selection Committee shall prepare the Merit List of the candidates who are otherwise found eligible in accordance with the provisions of recruitment rules of the concerned post and considering the weightage of marks as specified in **Appendix A**, on the basis of marks obtained in the relevant examination as per the instructions of the Government issued in this behalf.

(2) The provisional merit list prepared by the Selection Committee in accordance with sub-rule (1) shall be uploaded on the official website of the State Level Selection Committee as specified in the advertisement.

(3) The State Level Committee shall make necessary arrangements and facilities for access by the candidate, to the details after publishing the provisional Merit List on the official website.

(4) If any lacuna is found in the particulars filled in the application form of the candidate in the provisional Merit List uploaded on the website of the State Level Committee, the candidate shall require to correct the mistakes online and deposit the print out of corrected copy of the application along with the relevant documents as may be necessary at the office or the receiving centre as notified in the advertisement, but he shall not be allowed to add any new details or particulars or documents or any qualification acquired after the last date of receiving the application.

(5) No additional fee shall be charged from the candidate for any correction made in the particulars referred to in sub-rule (4).

(6) The State Level Committee shall prepare the final merit-list after following the aforesaid procedure and upload the same on its website.

(7) In preparing the final merit list, the State Level Selection Committee shall take into consideration the following matters, namely:-

(a) All the applications shall be arranged subject wise and the merit list shall be prepared accordingly.

(b) The merit list shall contain the following particulars, namely:-

(i) Name of the candidate(Surname/First Name/Last Name),

(ii) Form Number,

(iii) Date of Birth of the Candidate (dd/mm/yyyy),

(iv) Category of the Candidate, whether General or Reserved Category,.....Tick -
General/ Reserved (SC/ST/ SEBC),

(v) Whether the candidate belonging to reserved category is eligible to be the included in the merit list of General Category on the basis of marks obtained,

(vi) (a) Whether the candidate is physically disabled,... Yes/No

(b) If Yes, mention his/her category of disability-Blindness or Low Vision/Locomotor Disability,

(vii) Percentage of marks as per the educational qualifications,

(viii) Merit Marks.

(8) Merit List for the General Category candidates with reference to the post (including general candidates and the meritorious candidates of reserved category fulfilling qualifications (Qualifying marks) of the General Category candidates).

(9) The candidates belonging to reserved category who are included in the Merit List of General Category on the basis of merit but cannot be included in the General Category **as per the instructions/provisions contained in the Government Circular, General Administration Department No.492/1000/44/13/1-4, Dated the 29-January, 2000.**

Such candidates of reserved category shall be placed in the merit list of respective reserved category.

(10) Separate subject wise merit lists shall be prepared for the concerned reserved category for the post shown in the advertisement for the reserved category candidates.

(11) Necessary arrangements shall be made for the candidates to download their call letters online from the final merit list.

(12) The State Level Committee shall by public notice or by an advertisement published in the newspapers make publication for information of all concerned regarding publication of the Final Merit List. The candidate shall take print out of his/her call letter from the *web-site* of the State Level Committee as per the Schedule published in the newspapers as aforesaid. No call letter shall be sent by the State Level Committee by any other means of communication and no correspondence or other submission or representation shall be entertained by the State Level Committee in this regard. No person other than the candidate shall remain present for the district selection. The candidate himself only shall have to remain present for the district selection on the date, time and place as specified in the Schedule in the public notice published in the newspapers.

8. Correction of Merit List.-

(1) In case of a candidate whose merit marks have been corrected during online selection process at the time of scrutiny of original certificates and mark sheets, such candidate shall be required to fill up his/her choice of district online on the basis of the corrected merit rank.

(2) The procedure for counting of merit marks shall be as follows, namely:-

(i) The percentage obtained shall be accepted considering the marks obtained out of grand total shown in the mark-sheet of the degree(s) awarded by the Universities/Boards. Marks of practical examination/lesson marks shall also be considered.

(ii) In case of a candidate who has passed final examination of degree or vocational course in more than one attempt,-

(a) If the candidate has failed in the first attempt or second attempt or any subsequent attempt and when the candidate appeared and passed the last examination with all the subjects, it shall be considered as one attempt and total marks and percentage obtained in the last examination shall be considered.

(b) If the candidate has passed any examination in more than one attempt and has obtained exemption in any subject, percentage shall be counted from total of marks of each attempt and marks obtained by him, and merit shall be decided considering that percentage.

(c) If the candidate has passed the examination in more than one attempt, and if internal marks and practical examination/lesson are not held by the University/Board in the subsequent examination and when internal marks or marks obtained in practical examination/lessons in the first attempt are to be counted only, in such a case, while counting the marks, the marks obtained in the additional attempts, shall not be considered but the total marks of all the subjects for which actual examination has been given and marks obtained in the practical examination/lessons in the first attempt shall be considered.

9. Procedure for District Selection.-

(1) The date, time and place fixed for remaining present for district selection shall be clearly mentioned in the call letter.

(2) The State Level Committee shall call maximum 400 candidates for any subject every day for district selection.

(3) When the number of candidates called are in excess of the candidates shown in the advertisement, the words "Excess Candidate" shall be used in the call letters of such candidates and such candidates shall be given an opportunity for selection only if any candidate from the candidates eligible for selection in the merit list remain absent or the post is vacant due to forgoing the opportunity of selection of district.

(4) In the first instance, an opportunity for selection of district shall be given to the candidates belonging to the General Category according to posts shown in the advertisement from the merit list of general candidates by the State Level Committee. Final cut-off marks shall be fixed with reference to the General Category posts.

(5) In case of filling up the posts on the basis of merit, priority shall be given to the physically disabled candidates, ex-servicemen; and for the recruitment for Standard 1 to 5, 10% posts as mentioned in the advertisement shall be filled up from the candidates having qualification of science subject *i.e.* they shall be given first opportunity for district selection. Thereafter, opportunity of district selection shall be given to the candidates of the general category.

(6) All the candidates included in the Merit List of the General Category (including Meritorious candidates of Reserved Category) shall have to select the district from the posts shown in the general category.

(7) The meritorious candidates of the reserved category who are selected on the merit of general category shall not be allowed to select reserved category posts till the general category posts are available in their district of selection at the time at district selection. They shall be entitled to select general category posts only.

(8) (i) In case where a meritorious candidate of Reserved Category who is included in the merit list of General Category and the post is not available in any of the districts for which he has given preference then such candidate may select a post from the Reserved Category in any of the districts for which he has given preference.

(ii) A meritorious candidate of the reserved category included in the Merit List of General Category claiming a reserved category post in his/her selected district shall require to submit the consent letter to the State Level Committee in the prescribed form.

(iii) If the meritorious candidate of the Reserved Category selects a reserved category post under clause (ii) above, his/her reserved category

post shall be considered as utilized and in that event the post of General Category shall remain vacant and shall not be adjusted against post of reserved category. Such seat vacated by meritorious candidate of the Reserved Category candidate shall be offered to the General Category candidate and the candidate of the General Category shall have an opportunity to select such post.

(9) After filling up of all the posts of the General Category and if the Meritorious Reserved Category candidates who are included in the Merit List of the General Category, select reserved post in district, such reserved posts shall be deducted from reserved category and opportunity shall be given to the candidate of the reserved category for the remaining reserved posts in the district selection.

(10) The State level Committee may call the reserved category candidates for reserved category posts for district selection as per administrative convenience.

(11) If the State Level Committee found any technical or other lacuna in the working or procedure of the district selection, it may rectify the procedure of the district selection at a level where the lacuna or mistake is noticed and if it deems fit, may cancel the selection procedure. The decision of the State level Committee in this regard shall be final.

(12) The candidate shall remain present for online selection of district on the date, time and place mentioned in the call letter. For district selection, the State Level Committee may give an opportunity to a candidate reporting late for the reasons as it may deem fit on the day. If district selection procedure is going on, he shall be given opportunity for district selection for the post which are vacant at that time. The candidate who does not remain present at the time mentioned in the call letter shall not be given opportunity for district selection on the next day in any circumstances.

(13) During the procedure of the district/nagar selection, if a candidate voluntarily forgoes his/her right of district selection due to non-

availability of vacant post in his/her selected district/nagar, such candidate shall not be given opportunity again in the concerned recruitment.

10. Preparation of Select List.-

(1) After completion of selection procedure of all the candidates of General Category and reserved category, the list of the selected candidates shall be prepared and recommended for appointment to the District/ Nagar Education Committees as per the requisition.

(2) The State Level Committee shall prepare a list of candidates in the order of merit after completion of scrutiny of the applications of the eligible candidates possessing the prescribed qualifications, and fulfilling other requirements in accordance with the recruitment rules and examination rules of the concerned post as also prevailing instructions of the Government and send the district wise merit list of the candidates as per the requisition of the District / Nagar Education Committee. The concerned District /Nagar Education Committee shall scrutinize the original certificates of the candidates allotted to them. Appointment shall be given to the candidates in accordance with the merit order by organizing school selection camp by the District /Nagar Education Committee.

11. Preparation of Waiting List.-(1) A category wise waiting list limited to 20% of the total posts mentioned in the advertisement shall be prepared by the State Level Committee.

(2) The waiting list shall be in force / operative for one year from the date of preparation or the day immediately before the date of advertisement for the next recruitment, whichever is earlier.

12. Waiting List.-(1)Waiting list shall be operated as per the general instructions issued by the State Government in this behalf.

(2) The candidate who is allotted to other district shall not be allowed reshuffling for change of district in any circumstances.

13. *Reservation of Seats.-*

(1) Seats shall be reserved for the candidates belonging to the Scheduled Castes, Scheduled Tribes and Socially and Educationally Backward Class in the manner and proportion as specified in the Government Resolution, General Administration Department No. ૫૧૨-1582-571(8)G-3(સાધવાણી) dated the 21st January, 1986 and the Government Resolution, Social Welfare Department No. સશય-4394-191-A dated the 23rd February, 1994 shown as **Appendix B**, and any change made therein from time to time.

(2) Seats shall be reserved for the *ex-serviceman* in accordance with the Government Notification, General Administration Department No. G.S/75-6-RES-1075/1060-G dated the 4th March, 1975 and in favour of Persons with Disability as provided in the Government Notification, General Administration Department No. GS/2000/4/CRR/1094-1654-G-2 dated the 19th February, 2000 and Education Department Notification No. GH/SH/PRE/112010/SF/54/K, Dated 20th October, 2016 shown as **Appendix C, Appendix D and Appendix E** respectively.

(3) Seats shall be reserved for women in accordance with the provisions of the Gujarat Civil Services (Reservation of Posts for Women) Rules, 1997, as shown in **Appendix F**.

14. *Verification of Degree.-*

(1) The Selection Committee shall verify the degree certificates and also whether the University which has conferred degree is a recognised University, from the list of recognised Universities published by the University Grants Commission and accept only those certificates which are issued by the recognised Universities as aforesaid.

(2) The manner and procedure for verification of suitability and eligibility of candidate shall be such as may be decided by the State Level Committee.

(3) The District Primary Education Officer/Administrative Officer shall give appointment to the selected candidates after compliance of the rules, instructions or subject to such conditions as may be issued by the Government from time to time.

By order and in the name of the Governor of Gujarat,



(V.T.MANDORA)

Deputy Secretary to Government.

To,

- * The Secretary to the Governor (by letter)
- * The Secretary to Hon. Chief Minister, Sachivalaya, Gandhinagar.
- * The Personal Secretary to Hon. Education Minister , Sachivalaya, Gandhinagar.
- * The Personal Secretary to Hon. Education Minister for State, Sachivalaya, Gandhinagar.
- * The leader of Opposition, Gujarat Vidhansabha, Gandhinagar.
- * The Additional chief Secretary, General Administration Department, Sachivalaya, Gandhinagar.
- * The Secretary, Legislative and Parliamentary Affairs Department, Sachivalaya, Gandhinagar.
- * The P.S. to Principal Secretary, Education Department, Sachivalaya, Gandhinagar.
- ✓ * Director of Primary Education, Gujarat State, Dr. Jivraj Mehta Bhavan, Gandhinagar.
- * The Development Commissioner, Gujarat State, Gandhinagar.
- * The Accountant General, Gujarat, Ahmedabad/ Rajkot.
- * The Commissioner of Information, Gujarat State Gandhinagar.
- * The Director of Printing & Stationary, with a request to print in the Government Gazette .
- * The state Project Director, S.S.A., Gandhinagar.

* Section Officer, K Branch, Education Department, Sachivalaya , Gandhinagar.

* Select File, K Branch, Education Department, Sachivalaya , Gandhinagar.

* Computer cell, Education Department, Sachivalaya , Gandhinagar to upload the document online.

Appendix-A

(1) For the Post of Vidyasahayak/Teacher (Standard 1 to 5)

Sr.No	Qualification	Weightage
1	H.S.C.	20 %
2	Graduation	05 %
3	PTC/D.EL.Ed.	25 %
4	TET-I	50 %

(2) For the Post of Vidyasahayak/Teacher (Standard 6 to 8)

Standard 6 To 8 Maths/Science		
Sr.No	Qualification	Weightage
1	B.Sc. (Maths, Physics, Chemistry, Biology, Botony, Zoology, Geology, Statistics)	20 %
2	M.Sc.	05 %
3	B.Ed./PTC/D.EL.Ed.	25 %
4	TET- II	50 %

Or

Sr.No	Qualification	Weightage
1	Integrated B.Sc./B.Ed.	45 %
2	M.Sc.	05 %
3	TET- II	50 %

Standard 6 To 8 Languages		
Sr.No	Qualification	Weightage
1	B.A./B.R.S./B.S.Sc. (Gujarati, English,Hindi, Sanskrit)	20 %
2	M. A. /M.R.S. (Gujarati, English,Hindi, Sanskrit)	05 %
3	B.Ed./PTC/ D.EL.Ed.	25 %
4	TET -II	50 %

Or

Sr.No	Qualification	Weightage
1	Integrated B.A./B.Ed.	45 %
2	M.A.	05 %
3	TET-II	50 %

Standard 6 To 8 Social Science		
Sr.No	Qualification	Weightage
1	B.A./B.R.S./B.S.Sc. (History, Geography, Civics, Polytics and Economics)	20 %
2	M.A./M.R.S. (History, Geography, Civics, Polytics and Economics)	05 %
3	B.Ed./PTC/ D.EL.Ed.	25 %
4	TET-II	50 %

Or

Sr.No	Qualification	Weightage
1	Integrated B.A/B.Com. B.Ed.	45 %
2	M.A./M.Com.	05 %
3	TET-II	50 %

(3) For The Post of Head Teacher

Sr.No	Qualification	Weightage
1	Bachelor's degree in Arts or Science or Commerce	20 %
2	Master's degree in Arts or Science or Commerce	05 %
3	Two years certificate course of PTC or One year degree in Special Education or degree in Education	25 %
4	Head Teacher Aptitude Test	50 %

Or

Sr.No	Qualification	Weightage
1	Four years degree in Elementary Education or Four years degree in Education	45 %
2	Post Graduation	05 %
3	Head Teacher Aptitude Test	50 %