



GOVERNMENT OF JAMMU & KASHMIR
DIRECTORATE OF SAMAGRA SHIKSHA, J&K

Opposite Gurudwara, NH By-pass Road, Channi Rama, Jammu (Winter)
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Email address:- jksamagrashiksha@gmail.com

Subject:- Recruitment of contractual staff or hiring of services for KGBVs Type I and Type IV (Girls Hostels).

Reference:- Minutes of meeting of the 7th Executive Committee of Samagra Shiksha, J&K.

ORDER No. 193 - Chirag of 2023

DATED : 04 - 12 - 2023

Consequent upon the approval of the 7th Executive Committee Meeting of Samagra Shiksha, J&K, sanction is hereby accorded to the adoption of policy for recruitment of contractual staff for KGBVs Type I & Type IV Girls Hostel in different districts of Jammu & Kashmir, forming **Annexure A** to this order.

However, where-ever the arrangement can be made through outsourcing for functioning of KGBVs, the same shall be permissible within the approved ceilings/grants.

Sd/-

Project Director,
Samagra Shiksha, J&K.

No: Edu/PD/SmS/10347-10353/2023-24

Dated: 04-12-2023

Copy for information to the:

1. Principal Secretary to the Government, School Education Department, J&K Govt. Jammu/Srinagar.
2. Director School Education Jammu/Kashmir.
3. Chief Accounts Officer, Samagra Shiksha, J&K.
4. All Chief Education Officer of Jammu/Kashmir Divisions.
5. All Zonal Education Officers of Jammu/Kashmir Divisions
6. Office Record File.

Administrative Officer
Samagra Shiksha, J&K.



Annexure A to Order No. 193 - Chirag of 2023 dated 04-11-2023

**Policy for Recruitment of Supporting staff/Assistant Accountant
in Type I KGBVs**

There are all 89 Type I Kasturba Gandhi Balika Vidyalaya (KGBVs) sanctioned by the Ministry of Education, Government of India. The KGBVs Type I are Elementary level schools having classes 6th to 8th. These schools are provided with a Warden, Full time Teacher alongwith supporting staff which comprises of Head Cook, Assistant Cook, Chowkidar, Peon & Sweeper. Besides this, in order to maintain day to day accounts of such type of Hostels, GoI has also approved for recruitment of Assistant Accountant. Each member shall be female in case of supporting staff as well as Assistant Accountant.

The criteria for selection/recruitment of different categories of staff members shall be made as under:

A. For selection of Supporting staff - Head Cook, Assistant Cook, Chowkidar, Peon & Safaiwala:

- i. Concerned Chief Education Officer (Chairman)
 - ii. District Education Planning Officer.
 - iii. Cluster Principal concerned.
 - iv. ZEO Concerned
 - v. One member from Samagra Shiksha
(preferably Coordinator KGBV)
-
- a) The female candidates shall be selected for Head Cook, Assistant Cook, Chowkidar, Peon & Safaiwala on vacant posts purely on Contractual basis with a consolidated salary approved by the Ministry of Education in AWP&B i.e @ from time to time, purely in a free and transparent manner.
 - b) The selection criteria shall be made on the basis of Revenue village level of KGBV where it is situated.
 - c) Preference shall be given to those candidates who donate land/have donated land in favour of Education Department for the construction of KGBV at the place where it is required/already working on the need basis upto maximum of two members of a family. The quantum of land in this case should be more than 02 Kanals.
 - d) The minimum qualification of the candidate should be 8th pass. In case, two or more candidates shortlisted for the same post, then the merit in the qualification shall be considered
 - e) The Committee for selection of supporting staff at District level shall comprises of the following:


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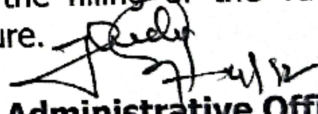
- f) In case of any vacancy arising due to various reasons, the selection committee shall ensure the filling of the vacant post by following the same procedure.

B. For Selection of Assistant Account (Full time):

- a) Posts shall be advertised by the concerned District Authority for the KGBV on contractual basis with the consolidated salary as approved by the Ministry of Education in AWP&B.
- b) The Contractual appointment shall be made at Block Level and only female candidates shall be considered for selection process.
- c) The minimum qualification for the post of Assistant Accounts shall be the qualification prescribed by the Finance Department for the post of Accounts Assistant - However, The weightage shall be given to the candidates in the following matter:
- Graduation = 70 marks
 - Post Graduation = 20 marks
 - Relevant Experience, If any. = 10 marks (02 marks for each each)

The selection for the post shall be made on the basis of merit/weightage obtained by the candidate.

- d) The committee comprising for the selection of Assistant Accounts shall comprising of the following:
- i. Concerned Chief Education Officer (Chairman)
 - ii. Concerned District Education Planning Officer.
 - iii. Concerned Zonal Education Officer.
 - iv. One member from Samagra Shiksha (preferably Coordinator KGBV)
- e) In case of any vacancy arising due to various reasons, the selection committee shall ensure the filling of the vacant post by following the same procedure.


Administrative Officer
Samagra Shiksha, J&K