

Guidelines to District Educational Officers/ Project Officers of RVM (SSA) on engaging of Academic Instructors for the year 2013-14.

01. Academic Instructors shall be filled in Primary / Upper Primary schools only preference will be given in teacher less schools, single teacher schools and where there is highest Out of School Children are identified.
02. Only candidates are eligible with TTC/D.Ed/B.Ed to work as Academic Instructors in primary, upper primary Schools
03. The services of Academic Instructors may be engaged for 7 months only i.e. from September 2013 to March 2014.
04. The services of Academic Instructors may be terminated immediately as and when the regular teachers are posted or on 31.03.2014 whichever is earlier.
05. The honorarium of Rs 5000=00 per month meeting the budget from NRSTC/RSTC Head of concerned district.
06. The DSC 1998 qualified candidates may be given preference.
07. The District Educational Officer shall allot roster points for implementation of rule of reservation by arranging the schools in alphabetical order.
08. After finalization of roster points, the approval of the District Collector shall be taken for engaging of Academic Instructors in the district.
09. The Project Officer shall give a press note stating that the eligible candidates willing to work as Academic Instructor shall submit applications in the concerned MRCs.
10. If local candidates with D.Ed./B.Ed/TTC qualifications are available in a habitation they shall be given priority to engage them as Academic Instructors without considering mandal merit.
11. If more no. of eligible candidates are available in the prescribed roster point, a merit list shall be prepared taking the marks in academic and professional qualifications in the ratio of 50:50 and the candidates shall be selected based on the merit.
12. The Mandal Educational Officer shall communicate the list of selected candidates to the concerned SMCs for engaging of Academic Instructors. The Head Master of nearby school shall be given the responsibility to coordinate with the SMC concerned in engaging the Academic Instructors in respect of the schools where there is no regular teacher.

13. All the Academic Instructors shall open bank accounts in any Nationalized bank and furnish the name of the bank with account number to the concerned MEOs.
14. All the MEOs shall furnish the attendance details of Academic Instructors working in their concerned mandals to DPO, RVM by 2nd of every month without fail. If any MEO fails to furnish the attendance particulars of Academic Instructors by 2nd, action shall be initiated against such MEOs.
15. The honorarium of Academic Instructors shall be transferred to the accounts directly from District Project Offices, RVM by 3rd of every month without fail duly obtaining the attendance particulars of Academic Instructors from the concerned MEOs.
16. The data base of all Academic Instructors engaged in the district shall be maintained at District Project Office in the format communicated earlier.
17. As per G.O.Ms.No. 90, Dated: 04-08-2009 Academic Instructors may be engaged from open category if the candidates are not available in the reserved category.
18. The process of engaging of Academic Instructors shall be completed by 07th September 2013.