

PROCEEDINGS OF THE SPECIAL COMMISSIONER OF TECHNICAL EDUCATION,  
ANDHRA PRADESH, VIJAYAWADA

PRESENT: SRI G S PANDA DAS, IAS  
SPECIAL COMMISSIONER

Proc No: CTE-14022/2/2017-G SEC-CTE

Dated: 28.06.2017

Sub: Technical Education – Engaging Contract Faculty by renewal in  
Government Polytechnics for the academic year 2017-18 –  
Orders – Issued.

Read: This office Lr No.G1/2312/2015, Dated: 19.04.2017 addressed to  
the Government.

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As per the reference cited above, this office has addressed a letter to Government with a request to issue necessary orders to renew the period of contract staff for the academic year 2017-18. The class work in all the Polytechnics has commenced from 06.06.2017 and many Principals have expressed their difficulties in running the class work due to shortage of staff and requested to issue necessary guidelines for engaging the contract / guest faculty.

Keeping in view the requests of the Regional Joint Directors and Principals of Government Polytechnics, the Special Commissioner of Technical Education, AP, Vijayawada is pleased to accord permission to both the Regional Joint Directors (AU & SVU Regions) of Technical Education to renewal of the services of the 326 contract staff in Government Polytechnics, who were working as on 30.03.2017 for the current academic year 2017-18 by entering into a fresh contract agreement on a Rs. 110/- on judicial stamp paper from 10.07.2017 to 31.03.2018 (or) till the posts are filled on regular basis whichever is earlier or until further orders from the Special Commissioner of Technical Education, AP, Vijayawada by duly following the guidelines given in the annexure.

The following is the proposed action plan for engaging the services of the Contract staff by renewal in Government Polytechnics for the academic year 2017-18.

1. Issue of notification by the Regional Joint Directors (AU and SVU Regions) calling for the applications from the contract lecturers who were working as on 31.03.2017 and inform the schedule of counseling.
2. The renewal of contract period may be from 10.07.2017 to 31.03.2018 else the date given by the Government while issuing the GO of renewal of contract.
3. If any contract lecturer was renewed earlier in the same Polytechnic for five academic years or more, they should be considered for renewal in other Polytechnics only until and unless no other vacancy in the Branch / Zone exists.
4. If the performance of the contract staff member falls short of the established standards i.e. basing on the feedback given by students every quarter and the annual pass percent of the academic year, he/she may be first warned to improve his/her performance and if this still persists he/ she may be given renewal in a different Polytechnic. If the performance shows no improvement, the services of the contract staff member may not be considered in subsequent years.
5. Preference shall be given to fill vacancies in the Government Polytechnics situated in the remote / backward areas.

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Sd/- G.S. PANDA DAS  
Spl Commissioner

Koteswaranna  
SUPERINTENDENT 29/6/17

ANNEXURE - I

RENEWAL OF CONTRACT STAFF 2017 - 18

GUIDELINES

1. The Regional Joint Directors shall engage the contract staff only in the clear vacant vacancies of sanctioned Lecturers posts.
2. The Regional Joint Directors shall renew only those contract staff, who were working as on 31.03.2017 and who have applied for renewal for the current academic year 2017-18.
3. The Regional Joint Directors shall form a committee with two or three Principals under the chairmanship of the Regional Joint Director and shall scrutinize the applications submitted by the contract staff for renewals for Academic Year 2017-18.
4. If the performance of the contract staff is found to be 'not satisfactory' or not up to the mark, the Principals of the concerned Polytechnic may bring it to the notice of the committee well in advance. The committee should go through the adverse remarks given by any of the Principals in advance with relevant material and may decide on the merit of such cases in the first instance. Subsequently, if the Committee is not able to decide due to lack of clarity in rules, it may refer such cases to the Special Commissioner of Technical Education with relevant material and seek further instructions of renewing or rejecting those candidates for Academic Year 2017-18.
5. No contract staff should be renewed wherever there is no sufficient workload. However, their services may be utilized wherever necessary though they are given renewed in the same Polytechnic. They may strictly instructed to work at the nearby Polytechnic where the posts have not been sanctioned. Such contract staff may be transferred as and when posts are sanctioned to such Polytechnics instead of continuing at the old Polytechnic for remuneration drawl purpose.
6. While renewing the services of an existing contract staff, it should be reviewed whether he / she recorded at least 40 pass percentage in the concerned subjects during the last academic year and the concerned Principals of the Polytechnic must certify to this effect. If any contract faculty registers less than 40 pass percent, they should be shifted from that Polytechnic as a first warning and this continues his/ her contract may not be renewed in future. The concerned Principals are responsible for informing the pass percentage of contract staff who worked under their control during the previous academic year to the concerned Regional Joint Director.
7. The entire process of calling for applications, scrutinizing, issuing of proceedings of the appointments etc should be completed by 09.07.2017.

Sd/- G.S. PANDA DAS  
Spl Commissioner

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