

GOVERNMENT OF TELANGANA  
DEPARTMENT OF TECHNICAL EDUCATION

Office of the Regional Joint Director  
of Technical Education,  
2<sup>nd</sup> floor, Vidya Bhavan,  
Nampally, Hyderabad.

Date: 11-04-2018

Memo No.RJD(H)/B1/71/2018-2

Sub:- T.E. – T.S. – Estt – Engagement of Contractual Services in Govt. Polytechnics in the State for the Academic Year 2018-19 – Performance bench marks – Information – Called for – Reg.

- Ref:-
1. G.O.Ms. No. 13, Finance (HRM-I) Dept., Dt:01.07.2014
  2. G.O.Rt. No. 136 Higher Education (TE) Dept., Dt:26.06.2015
  3. Agreement for Contract Service – A.Y. 2017-18 read with G.O.Ms. No. 138 Higher Education (TE-I) Dept. Dt: 01.10.2005.
  4. CTE's Memo.No. G1/2189/2018, Dt:22.03.2018
  5. G.O.Rt. No. 53 Higher Education (TE) Dept., Dt:20.03.2018
  6. CTE's Note orders in file no. G/2340/2018 Dt: 10.04.2018.

-X-X-X-

In the memo 4<sup>th</sup> cited, while calling for the proposal for renewal of services of Contract Lecturers and Workshop Attendants for the A.Y. 2018-19, it has been instructed to take into account their performance. In this connection, the Government in the orders cited under Ref. 1-2 have ordered as follows :-

The Departments concerned shall ensure fulfilment of the conditions stipulated below in respect of contractual services:

- I. The contract with the individual employees or with the Manpower Agencies shall not be treated as continuing from the past but as new contractual arrangement for a limited duration.
- II. The Departments shall not issue a generic order of contract and shall refer to the arrangement as contracting services for specific duration with specific terms of reference.
- III. The Departments shall define specific Terms-of-Reference (TOR), supervision system, performance management system, terms and conditions of contract and monitor fulfilment of these conditions.

Further, the Government in G.O. 5<sup>th</sup> cited, have indicated performance bench marks such as academic results of the students taught in the subject(s), 90% attendance, participation in curricular/ co-curricular activities, examination work and any other work allotted by the Principal of the Polytechnic concerned. Therefore, in terms of the instructions issued under Ref. 6<sup>th</sup> cited, it is proposed to call for the following information in respect of the performance of Contract Lecturers/Workshop Attendants for the A.Y. 2017-18:-

**A: Contract Lecturers**

| S.No. | Item   | Score |
|-------|--|-------|
| 1     | Attendance % (on the basis of no. of days present out of no. of working days in A.Y. 2017-18)  | --%   |
| 2     | Curricular activities (based on the average Pass percentage in the subject(s) taught and results declared in Diploma exams - Oct/Nov 2017 i.e. odd semester performance) Example : (Pass % in Subject-1(Theory)+ Subject-2(Theory)+Subject-3(Practical's)/3) | --%   |
| 3     | Co-curricular activities (points to be awarded in a scale of 1-10)   | --    |
| 4     | Examinations work (Invigilation and valuation of scripts) - (points to be awarded in a scale of 1-10)  | --    |
| 5     | Attitude towards work (points to be awarded in a scale of 1-10)  | --    |

**B: Contract Workshop Attendants**

| S.No. | Item  | Score |
|-------|---|-------|
| 1     | Attendance % (on the basis of no. of days present out of no. of working days in A.Y. 2017-18) | --%   |

Therefore, the Principals/OSDs of Government Polytechnics are hereby requested to bestow their attention and furnish the above information accurately in respect of Contract Lecturers/Workshop attendants engaged in the respective institutions during the A.Y. 2017-18. In case of Contract Lecturers/ Workshop attendants deputed to the other institutions, the Principals/OSDs of the institutions where their contract agreement bond has been executed, shall furnish the above information, in consultation with the Heads of Institutions to which they have been deputed in the A.Y. 2017-18. The above said information shall reach this office on or before Date: 30.04.2018.

The receipt of the memo shall be acknowledged.

Regional Joint Director

To

The Principals/OSDs of Government Polytechnics in T.S.

Copy submitted to the Commissioner of Technical Education, T.S, Hyderabad for the favour of kind information

Copy submitted to the Secretary, SBTET, T.S., Hyderabad for the favour of kind information