

Government of West Bengal
Directorate of School Education
Bikash Bhawan, 7th floor, Salt Lake City, Kolkata – 700091

Memo No. 28-Admin
DSE-13099/33/2022-BH SEC(DSE)-DSE

Date: 06 / 03 / 2023

From: The Commissioner of School Education,
Govt. of West Bengal.

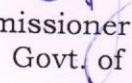
To: The District Magistrate,
Uttar Dinajpur.

Sub: Operationalisation of two Govt. Model School under Islampur & Chopra Block of Uttar Dinajpur.

In reference to the above mentioned subject, he is requested to take initiatives following the guideline enclosed herewith to make functional following Govt. Model Schools under her jurisdiction:

- (i) Govt. Model School, Islampur
- (ii) Govt. Model School, Chopra

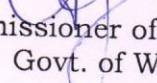
Enclosure: As stated above.


Commissioner of School Education,
Govt. of West Bengal

Memo No. 28/1(1)-Admin
DSE-13099/33/2022-BH SEC(DSE)-DSE

Date: 06 / 03 / 2023

Copy forwarded for information to D.I. of Schools (SE), Uttar Dinajpur for taking necessary actions.


Commissioner of School Education,
Govt. of West Bengal

**Guideline for opening of Govt. Model School, Islampur & Govt. Model School,
Chopra in Uttar Dinajpur district**

As Govt. Model School, Islampur & Govt. Model School, Chopra in Uttar Dinajpur district are ready to be handed over to district authority and hand over process to be completed immediately and all out efforts may be exercised to ensure that all the arrangements are completed in time so that the classes can be started in May, 2023. In order to achieve the target the following steps have to be taken by the District Magistrate.

1. **Engagement of Teachers:** For engagement of retired teachers, the following Committee is hereby formed-
 - (a) District Magistrate or his representative, not below the rank of S.D.O.-Chairman.
 - (b) BDOs of concerned Block in which the school is situated.
 - (c) D.I. of Schools (S.E.) of the concerned district.
 - (d) D.P.O., SSM of the concerned district.

District Magistrate should advertise for engagement of seven Guest Teachers for each of the Model Schools in following subject:

English-1 Bengali-1 Mathematics-1 Physical Science-1
Life Science-1 Geography-1 History-1

Advertisements for engagement of Guest Teachers from among retired teachers of Government Schools/ Government Aided Schools/ Government Sponsored Schools/ Private unaided English Medium Schools should be made by the District Magistrate within 28th April, 2023. The retired teachers should be called for walk-in-interview within 10th May, 2023. After interview, list of suitable candidates recommended for selection should be sent to the Commissioner of Schools, West Bengal within 15th May, 2023. The Commissioner of School Education will issue the appointment letter. Recruited teachers should join within May, 2023 and shall continue to function till filling up the vacancies with regular teachers.

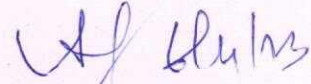
2. **Engagement of Non-teaching Staff:**
 - (a) Apart from teachers, one Group 'C' and two Group 'D' Staff should be engaged by the Committee from retired Government employees. District Magistrate will issue the appointment letters to such retirement employees.
 - (b) Regular sweeping of the School should be arranged either by engagement of Part Time sweeper of Self-help group or any agency on fixed remuneration.
 - (c) Security of the Schools will be arranged from the end of District Magistrate by engaging two guards from NVF/EX-Service men/ Home Guard. Necessary reimbursement will be made by the Department.

Each of the retired personnel on re-employment should not exceed 62-years as on 1st January, 2023. All recruitments should be made as per prescribed qualifications which are available with D.I. of Schools (S.E.) from among the engaged Guest Teachers, the Committee will recommend one teacher (usually senior most) as the Teacher-in-Charge of the Model Schools. Remuneration of the personnel shall be equivalent to last pay minus pension. Remuneration for

retired teachers of private unaided English Medium Schools will be proposed by the Committee after considering last pay drawn.

3. For day to day management: For day to day management of the affairs of the Model School, the following ad-hoc Committee is hereby formed-
 - (a) S.D.O. of concerned sub-division of the district – Chairman
 - (b) BDOs of concerned Block in which the school is situated.
 - (c) D.I. of Schools (SE), of the concerned district.
 - (d) DPO, SSM of the concerned district.
 - (e) Teacher-in-Charge of the said school- Convener.
4. Students should be admitted from the Block in which the school is situated following the admission procedure as laid down in case of Government Schools. At present class (V & VI) should be started with 40 students per class. DPOs may be asked to use the machinery of SSM to publicize the matter among the potential students.
5. Fund for purchase of furniture for the class rooms and Teachers' Room will be provided by the Department.

Please initiate all the preparatory actions immediately so that the schools can start functioning from May, 2023. Please maintain close liaison with the this Directorate and keep this Directorate informed about the progress from day to day.



Commissioner of School Education
West Bengal

Memo No. 427

Date: 13-04-2023

Walk –In-Interview

A Walk-in-Interview will be held at Vivekananda Conference Hall, Islampur Sub-Divisional Office attached on 02-05-2023 (for Govt. Model School at Islampur) and 03-05-2023 (for Govt. Model School at Chopra) from 11:00 AM onwards for engagement of one Guest Teacher each in the subject English, Bengali, Mathematics, Geography, History, Physical Science, Life Science and Non-Teaching staff (Group-'C' & 'D') for 02 Model Schools (English Medium) in Islampur & Chopra Block, Uttar Dinajpur.

Eligibility:-

1. Retired Graduate/Post Graduate teacher with B.Ed. from any Govt./Govt. Aided/Govt. Sponsored Secondary/ Higher Secondary School.

2. For Group 'C' & 'D':- Retired with Required qualification.

Age:- Not exceed 62 years. (As on 01-01-2023)

They should bring all original testimonials (Educational and Professional), PPO, Photo (2 copies), Medical Fitness Certificate along with 01 set Xerox copy of all testimonials. For more details follow the **website: uttardinajpur.gov.in**.


13/4/23
District Inspector of Schools (SE)
Uttar Dinajpur