

राष्ट्रीय आदिवासी छात्र शिक्षा समिति

(जनजातीय कार्य मंत्रालय के अंतर्गत
एक स्वायत्त संस्थान, भारत सरकार)
भू-तल, गेट नंबर-3ए, जीवन तारा बिल्डिंग,
संसद मार्ग, नई दिल्ली-110001
दूर. 011-23340280



National Education Society for Tribal Students

(An Autonomous Organization under
Ministry of Tribal Affairs, Govt. of India)
Ground Floor, Gate No.3 A, Jeevan Tara Building,
Parliament Street, New Delhi-110001
Telephone No. 011-23340280
वेबसाइट/Website: www.tribal.nic.in
Email: nests-tribal@tribal.gov.in

F. No: NESTS/EMRS/stateissues/100/2021-22
E-Office No.: 20376

Dated: 08/08/2024

The Nodal Officers,
All State EMRS Societies,

Subject: Guidelines for engagement of guest teachers – reg.

Many references are being received by NESTS regarding instructions/clarification for continuation/engagement of guest teachers by State EMRS Societies.

2. Further, it has also come to notice of NESTS that the State Societies are engaging guest teachers in EMRS, without prior intimation to NESTS.

3. In this regard, reference is hereby made of para 4 of the letter No. NESTS/Admin/Recruitment&RO/2023-part dated 30/07/2024 (copy enclosed) regarding instructions for engagement of teachers for making schools functional.

4. Similarly, it is advised that in case of vacancies in EMRSs, the State Society may engage teaching staff on deputation from the state government schools for smooth functioning of the schools. If the staff is not available on deputation retired teachers or guest teachers purely on period basis may be engaged with the undertaking from them that they will not claim any right to regularization of their services on account of this engagement.

5. Further, the guidelines for engagement of guest teachers in EMRSs issued vide letter No. NESTS/State/Recruitment/22/2020-2021 dated 20/07/2022 (copy enclosed) are reiterated. However, the following further guidelines are to be adhered while engaging guest teachers:

- i. The guest teachers may only be engaged against the vacancies on 'per lecture' basis. The engagement order of the guest teachers to be engaged shall include the clause that:

"The engagement is purley on adhoc basis, and the guest teacher shall not claim any right to regularization of their services on account of this engagement."

6. Further, the State Societies are requested to kindly convey the vacancy status in EMRSs in the States, so that NESTS may post regular teachers against the vacancies.


(Anupam Sonalkar)
Joint Commissioner

Encl.: As above.

Copy to: Principal Secretaries, State Tribal Welfare Departments.

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F.N. NESTS/Admin/Recruitment & RO/2023-part
E-Office No. 26296

Date: 30.07.2024

The Nodal Officer
State EMRS Societies (As per list)

Sub: Staff to be engaged and schools to be made functional from AY-2024-25 - reg


This is with reference to the staff to be engaged and schools to be made functional from AY-2024-25. NESTS has shared a list of 103 schools including some schools from your state which are to be made functional from the current Academic Year. Some EMRS building are reported as completed for which assessment for admission of eligible students is required to be done at the district and the state level.

2. Each EMRS sanctioned under the scheme should have facility for 16 classrooms & hostel for 480 students, residential accommodation for staff, mess facilities, furniture and bedding. I request you to get the new buildings (as per list annexed) verified with regard to physical readiness, including functionality of running water, electricity & toilets.
3. Where the building infrastructure is ready, kindly ensure that necessary physical requirements are in place for a residential school. A committee may be formed at the district level for provisioning and monitoring of the same. The state is also requested to undertake following activities:
 - I. Ensure that selection process for admission of students in all schools proposed to be made functional from Academic Session 2024-25. An action taken report with number of class-wise students may be furnished by 15th August 2024.
 - II. Vide letter dated 18.8.2023 (copy enclosed), the states have been asked to ensure that District level committee under the chairmanship of DM along with senior functionaries from the district is constituted. A sensitization meeting with DMs is also suggested. The DMs may be asked to review the progress of facilities which would be required as per EMRS norms in schools running in own building.
 - III. The state has been given funds for upgradation of schools sanctioned under Article 275(1). The state is required to ensure the upgradation work is completed at the earliest. Further, the state is required to coordinate with NESTS and submit details of any remaining infrastructural gaps.
4. Some states have earlier submitted the staff requirement for schools to be made functional and accordingly, NESTS has posted the teaching and non-teaching staff

selected through ESSE-2023. In case of schools in which the teaching and non-teaching staff is not appointed by NESTS, spare teachers, if any, may be attached temporarily for making a school functional. If spare teachers are not available, State EMRS Society may engage the teaching staff on deputation from state Govt. schools for smooth functioning of the schools. If the staff is not available on deputation, retired teachers or guest teachers purely on period basis may be engaged with the undertaking from them that they will not claim any right to regularization of their services on account of this engagement.

In view of the above, it is requested to kindly complete the admission procedure and ensure that these schools are made functional by the month of August 2024. An ATR may be shared with NESTS latest by 15th August 2024.

This issues with the approval of the Competent authority.


(Anupam Sonalkar)
Joint Commissioner

Copy to:

1. The Principal Secretary
Tribal Development/Welfare Department (All States as per list)
2. PS to Commissioner, NESTS

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F. No: NESTS/State/Recruitment/22/2020-2021

Dated: 20th July, 2022

To,
The Principal Secretaries,
Tribal Welfare/Development Department
(As per list of States Attached)

Subject: Guidelines for Engagement of Guest Teachers in EMRSs- reg;


Dear Sir / Madam,

Kindly refer our letter of even number dated 17th May, 2022 regarding hiring of teaching staff in EMRSs wherein it was mentioned that the teachers may be hired as guest /retired teachers in EMRSs till the regular recruitment.

In this regard, NESTS has formulated guidelines for engagement of Guest Teachers in EMRSs to maintain uniformity across the states. The guidelines for engagement of Guest Teachers in EMRSs is enclosed at Annex – I for necessary action at your end.

This issues with the approval competent authority.

Yours faithfully,


(Vinod Patil)

Assistant Commissioner (NESTS)

Copy to,

1. PS to Commissioner, NESTS

Guidelines for Engagement of Guest Teachers in EMRSs

1. Introduction:

Ministry of Tribal Affairs is establishing Eklavya Model Residential Schools across the States since 1997-98 for ST children with a mandate of providing quality education to tribal students to enable them to access the best opportunities in education and to bring them at par with the general population.

Currently, EMRSs are run by the State/UT EMRS Societies established by Tribal Welfare Department of respective State Governments in accordance with the policies and norms of their respective States. The EMRSs are to be equipped with necessary infrastructure, facilities and requisite staff so as to realize the objective of their establishment. Non-availability of staff due to vacancies or long leave is a common phenomenon of schooling systems and EMRSs are also not an exception to this.

With a commitment to resolve the problem of non-availability of the teachers, NESTS has formulated guidelines for engagement of teachers as Guest Teachers.

2. Objective:

- a) To resolve the problem of non-availability of the staff due to vacancies or staff proceeding on long leave or vacancy arising out of upgradation of EMRS, if need arises.

3. General Instructions:

State/ UT EMRS Societies are authorized to engage teachers as Guest Teachers (i.e as PGTs & TGTs) in case of existence of vacancy/ vacancy arising out of upgradation of EMRS/ or when teacher proceeds on long leave.

The teachers engaged as guest teachers will neither have a right for regular appointment in EMRSs nor be considered as a part of cadre of EMRSs.

The following must be adhered to while engaging guest teachers:

- a) The teacher should possess the requisite educational qualifications or as prescribed for teachers i.e., PGTs TGTs etc.
- b) Minimum and Maximum age limit shall be 21 years and 60 years respectively.
- c) Retired teachers from State Government/KVS/NVS/ recognized reputed CBSE schools may also be engaged as Guest Teacher. The maximum age limit for retired teachers shall be 65 years provided that they are medically fit to work in a residential set up. They can be engaged on the post from which they have retired.
- d) Guest Teacher will be engaged for one academic year or the vacancy period (Maternity Leave or Child Care Leave or any other long leave of more than 30 days) or till the regular teacher joins, whichever is earlier.
- e) The Posts of Principal, Vice-Principal, Librarian and Office Staff are not to be filled as Guest faculty what-so-ever the circumstances be.

- f) A guest/ retired teacher has to apply afresh and appear in the interview in every academic year for renewal of the contract. Action for the hiring of Guest/ Retired teachers should be initiated well in advance by the States/UTs so that teachers may be hired from the starting of Academic year without fail. However, experience of working in EMRS shall be given due weightage in the Interview.

4. Selection Procedure:

The State/UT EMRS Societies shall conduct interviews at district level for the EMRSs running in the State for the teaching and other posts and draw a panel of the same valid for one Academic Year only. The common Interview shall preferably be conducted before the onset of new Academic Session. The panel shall be exercised in the EMRSs of the State only in case of existence of vacancies/ vacancy arising out of upgradation of EMRS/ or when teacher proceeds on long leave.

The following procedure for drawing a Panel of Guest Teachers for an Academic Year is to be adopted by the State/UT EMRS Societies:

- a) Advertisement in at least 2 leading Newspapers of the State for drawing a **District Level Panel** of Teachers as Guest Teachers in EMRSs across the State for the Academic Year and invite applications in online mode preferably.
- b) The applicants while submitting the application shall have to opt for 3-5 EMRSs running in the district (as the case may be) in decreasing order of their priority for engagement as Guest Teacher, if selected.
- c) A candidate desirous of working as a Guest Teacher in EMRSs running in any district has to apply separately for each district and appear for the interview separately.
- d) Constitute a panel for conducting the Interviews.
District Level Committee may be delegated the responsibility of conduct of the interviews. In case of non-constitution of DLC, State EMRS society may constitute the committee or delegate the responsibility of conducting the Interviews for different posts to different EMRSs. The committee for conducting the interviews should comprise of following members:
 - ✓ District Magistrate/Collector/Deputy Commissioner or nominee as Chairman;
 - ✓ Project Officer/District or Chief Education Officer;
 - ✓ In charge Academic Matters State EMRS Society or one Educationist member from DLC;
 - ✓ Subject Expert and
 - ✓ one EMRS Principal.
- f) The merit shall be made strictly on the basis of the Educational Qualifications as per eligibility Criteria, Teaching experience and Interview.
- g) The Panel of Guest Teachers shall be uploaded on the State EMRS Society website and is to be operated only in case of existence of vacancies/ vacancy arising out of upgradation of EMRS/ or when teacher proceeds on long leave.

5. Engagement of Guest Teachers:

- a) The candidates selected may be engaged as a Guest teacher in EMRS where he/ she shall be posted in case of vacancy/ leave vacancy.
- b) The engagement shall be valid up to one academic year or the vacancy period (Maternity Leave or Child Care Leave or any other long leave of more than 30 days) or till the regular incumbent joins in case of clear vacancy whichever is earlier.
- c) The Guest teacher shall not claim for regular posting in EMRSs.
- d) **Payment of remuneration:** Guest Teachers shall be paid on the basis of lectures/periods. The remuneration @Rs. 320/period for PGT, @Rs. 300/period for TGT and Rs. 1200/day - for Hostel Wardens. Guest teachers may be allotted minimum 5 periods/day and maximum 6 periods/day. The maximum salary of Guest teachers calculated on the basis per period should be restricted to maximum as follows:

PGT- Rs. 45000/-

TGT- Rs.42000/-

Hostel Warden- Rs. 36000/-

- e) The hostel wardens shall not be paid during summer & winter vacation and autumn break or any other break of continuous 15 or more days.
- f) Leave of any kind shall be considered as absence from the school and that will be considered as without pay leave.
- g) The services of Guest teachers can be terminated at any time without assigning any reason with prior intimation of 15 days only.
- h) The working hours of guest teachers shall be same as regular teachers.
- i) The duties and responsibilities of the Guest Teachers shall be same or at par with the regular teacher/incumbent viz. regular classroom activity, copy correction, invigilation duty, evaluation duty, preparing students for various literary, co-curricular, sports activities, escorting duty, nomination for training programmes, duties assigned by principal etc.
- j) Guest Teachers may be provided with accommodation if available (individual/sharing basis) free of cost which they have to vacate within 7 days of termination of contract.
- k) In case of joining of the regular teacher/ incumbent in the EMRS where the Guest teacher is working, the Guest teacher can be posted in other EMRS where the said vacancy exists provided the performance of the Guest teacher is satisfactory and the Guest teacher has exercised the option for that EMRS in the application form. However, in case of shortage of Guest teachers, the Guest teachers can be posted in any EMRS with the consent.
- l) The panel of Guest Teacher shall remain valid for one Academic Year only. However, in case of unforeseen circumstances or with satisfactory performance of Guest teacher, the validity of the Panel of Guest Teacher can be extended to the next Academic year with the prior approval of the NESTS but the EMRSs shall enter into a fresh contract with the Guest teacher provided the vacancy still exists.
- m) State EMRS Societies shall ensure transparency in the complete procedure of drawing Panel of Guest teachers for the Academic Year.

6. Engagement of Retired Teachers:

- a) The candidates selected may be engaged as a Guest teacher (Retired Teachers) in EMRS where he/ she shall be posted in case of vacancy/ leave vacancy.
- b) Retired teachers will be engaged on monthly basis for a period not exceeding 10 months or till the regular incumbent joins whichever is earlier.
- c) **Payment of remuneration:** Retired Teachers shall be paid on monthly basis by following any option as under:
 - i. @Last pay drawn – Pension. The engagement of retired teacher can be terminated at any time without assigning any reason and no notice period pay shall be paid by the EMRS.
 - ii. 50% of last pay drawn in case of retired teachers from NVS/ KVS& other Govt. School where no provision of pension is applicable.
 - iii. In case of retired teacher from private school where pension is not applicable, minimum and maximum limit may be defined or criteria upto for PGT: 45000/-; TGT: 42000/- Hostel warden: 36000/- to be followed.
- d) The working hours of retired teachers shall be same as regular teachers.
- e) Provision of 8 casual leaves in a year shall be allowed.
- f) The duties and responsibilities of the retired Teachers shall be same or at par with the regular teacher/incumbent viz. regular classroom activity, copy correction, invigilation duty, evaluation duty, preparing students for various literary, co-curricular, sports activities, escorting duty, nomination for training programmes, duties assigned by principal etc.
- g) Retired teacher has to furnish Medical-cum- fitness Certificate from an authorized Medical Practitioner.
- h) Retired Guest Teachers may be provided with accommodation (individual/sharing basis) free of cost based on the availability of the same which they have to vacate within 7 days of termination of engagement.
- i) A Retired teacher may be considered for the panel of Retired Teacher of the coming years provided his/ her performance is satisfactory. However, he/she has to submit Medical-cum- fitness Certificate from an authorized Medical Practitioner every year, if otherwise eligible.