

NO.599/DSE/SW/Estt./E.1/2017-18  
GOVERNMENT OF PUDUCHERRY  
DIRECTORATE OF SCHOOL EDUCATION  
SECRETARIAT WING

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Puducherry, dt.

10 JUL 2018

CIRCULAR

Sub: DSE- SW- Amendment in the Recruitment Rules for the  
post of Principal, Higher Secondary Schools – Comments  
of Stakeholders-Called for- Reg.

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The Directorate of School Education, Puducherry proposes to revise the Recruitment Rules for the post of Principal by amending the existing Recruitment Rules, notified vide G.O. Ms.No.9 dated 25-01-2002.

In terms of O.M.No.AB-14017/61/2008-Estt(RR) dated 13-10-2015 of the Department of Personnel & Training, Government of India, New Delhi, the proposed schedule for the post of Principal is uploaded in the official website of the Directorate of School Education for comments of the stakeholders.

The comments may kindly be sent to the undersigned latest by 17-08-2018 and soft copy of the same comments may also be sent through e-mail to sectt1-edn.pon@nic.in.

✓ Encl: as above.

(P. EJOUMALE)  
UNDER SECRETARY TO GOVT.  
(SCHOOL EDUCATION) 3/6

To

All concerned Stakeholders

Copy to

1. The Director,  
Directorate of School Education,  
Puducherry.

✓ 2. The EDP Section,  
Directorate of School Education,  
Puducherry.

- With the request to upload the  
above circular along with proposed  
schedule for the post of Principal.

**SCHEDULE**  
**PROPOSED RECRUITMENT RULES FOR THE POST OF**  
**PRINCIPAL, HIGHER SECONDARY SCHOOL**

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|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the Post                                                                                                                                                    | : | Principal , Higher Secondary School                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 2.  | Number of post                                                                                                                                                      | : | 35 (Thirty Five) (2018)<br>subject to variation depending upon workload.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 3.  | Classification of the post                                                                                                                                          | : | General Central Services Group 'A'<br>Gazetted, Non-Ministerial                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 4.  | Level in the Pay Matrix                                                                                                                                             | : | Level : 12                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 5.  | selection post or non-selection post                                                                                                                                | : | Selection                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 6.  | Age Limit for direct recruits                                                                                                                                       | : | <p style="text-align: center;"><b>not exceeding 50 years</b></p> <p><b>(Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central government )</b></p> <p><i>Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&amp;K State, Lahaul &amp; Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman &amp; Nicobar Islands or Lakshadweep).</i></p>                                                                                                                                                        |
| 7.  | Educational and other qualifications required for direct recruits                                                                                                   | : | <p><b>I. ESSENTIAL QUALIFICATIONS:</b></p> <p><b>A. Academic :-</b></p> <ol style="list-style-type: none"> <li>1. Master's Degree from a recognized University with atleast 50% marks.</li> <li>2. Degree in Teaching / Education from a recognized University or its equivalent.</li> </ol> <p><b>B. Experience:-</b></p> <p>10 years teaching experience in the recognized Higher Secondary School.</p> <p><b>NOTE:</b> Experience in teaching 11<sup>th</sup> and 12<sup>th</sup> standards as Lecturer / Post Graduate Teacher in Higher secondary Schools will only be eligible.</p> <p><b>II. DESIRABLE QUALIFICATIONS:</b></p> <ol style="list-style-type: none"> <li>1. Diploma / Certificate course on School Leadership and Management from a recognized Institution.</li> <li>2. Knowledge of Computer Application</li> </ol> |
| 8.  | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees                                                       | : | Age: No<br>Educational qualification : Yes, except experience.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 9.  | Period of probation, if any                                                                                                                                         | : | One year for direct recruits<br><br><b>NOTE:</b> The Direct Recruits should undergo "16 days in-service training programme on School Leadership Development", before completion of their probation period.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 10. | Method of recruitment, whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods. | : | 75% promotion, failing which by deputation (Including Short Term Contract)<br>25% direct recruitment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 11. | In case of recruitment by promotion /deputation/ absorption, grades from which promotion / deputation / absorption is to be made                                    | : | <p><b>I. Promotion:-</b></p> <p>In the ratio of <b>2:3</b> of (a) and (b) below:-</p> <p>(a) From the grade of Vice Principals of Government Higher Secondary Schools with 10 year's regular services</p> <p>(b) From the grade of Headmaster Gr.I/ Headmistress Gr.I with 10 years regular services<br/>in the respective post.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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|     |                                                                                                 | <p><b>NOTE-1:</b> Only those who opted promotion to the post of Principal will be considered for promotion.</p> <p><b>NOTE-2:</b> Eligibility services and educational qualification shall continue to be same for the persons holding the feeder grade posts on regular basis on the date of notification of the Revised Rules.</p> <p><b>NOTE-3:</b> Where juniors who have completed their qualifying / eligibility service are being considered for promotion, their seniors would also be considered, provided they are not short of the requisite qualifying / eligibility service by more than half of such qualifying / eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/ eligibility service.</p> <p><b>II. Deputation (including Short Term Contract):-</b><br/>Officers of the Central Government, State Government, Union Territories, Autonomous or Statutory Organization Public Sector Undertakings, University or Recognized Research Institution'</p> <p>(a) (i) Holding analogous posts on a regular basis in the parent cadre or department ; or<br/>(ii) with 5 years service rendered after appointment to the post on a regular basis in Level:11 in the Pay Matrix or equivalent in the parent cadre or Department ; or<br/>(iii) With 10 years service rendered after appointment to the post on a regular basis in Level:10 in the Pay Matrix or equivalent in the parent cadre / Department ; and<br/>(b) Possessing following educational qualifications –<br/>(i) Master's Degree of a recognized University or its equivalent.<br/>(ii) Degree in Teaching / Education of a recognized University or its equivalent.</p> <p><b>Note:</b> The Departmental officers in the Feeder category in Level:10 in the Pay Matrix with 10 years of regular service in the grade and having the educational qualifications and experience prescribed for considering appointment on deputation basis is considered along with outsiders. If the departmental candidate is selected for appointment to the post; it shall be treated as having been filled by promotion.<br/>(Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or departments of the Central / State / Union Territory Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation shall be "not exceeding 56 years" on the closing date of receipt of applications).</p> |
| 12. | If a Departmental Promotion Committee exists, what is its composition?                          | <p>i. <b>Group 'A' Departmental Promotion Committee (for considering Promotion)</b></p> <ol style="list-style-type: none"> <li>Chairman or Member of the Union Public Service Commission - Chairman</li> <li>Chief Secretary to Government Government of Puducherry - Member</li> <li>Secretary to Government (Education) Government of Puducherry - Member</li> </ol> <p>ii. <b>Group 'A' Departmental Confirmation Committee (for Considering Confirmation)</b></p> <ol style="list-style-type: none"> <li>Chairman or Member of the Union Public Service Commission - Chairman</li> <li>Chief Secretary to Government Government of Puducherry - Member</li> <li>Secretary to Government (Education) Government of Puducherry - Member</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 13. | Circumstances in which Union Public Service Commission is to be consulted in making recruitment | Consultation with Union Public Service Commission is necessary.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

(P. EJOUMALE)

UNDER SECRETARY TO GOVT.(SCHOOL EDUCATION)

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