

Contractual Hiring of retired Government Officials for Administerial Activities in Government Schools

Summary:

In order to enable academic staff to focus on teaching related activities by ensuring that they are not involved in non-teaching activities, the Delhi Government has developed a system to recruit retired government officials on contractual terms.

Objectives and Rationale:

Apart from teaching, the academic staff in government schools are often involved in additional non-teaching administrative activities, which reduces their overall time on task for teaching. In order to address this challenge, the Delhi Government developed an innovative mechanism to leverage the services of retired government officials who are below 65 years of age, who were hired on contractual basis. Through this mechanism, every government school in Delhi was provided with an Estate Manager to undertake the administrative activities on a contractual basis.

Key Stakeholders:

The Education Department, Government of NCT, Delhi is undertaking the recruitment process through online applications.

Implementation Strategy:

The Caretaking Branch of the Directorate of Education, Government of NCT undertakes the recruitment process through an online application system (www.edudel.nic.in). Retired officials who have been employed by central or state governments, local bodies, defence services or equivalent services below the 65 years of age are eligible to apply for the post of 'Ministerial Staff' or 'Estate Manager'. The selection process involves an interview by the school head teacher. They would be staffed on contract basis and will be given a monthly remuneration of INR 25,000 per month without any additional allowances. A maximum of 2 staff for schools with up to 700 enrolment and maximum of 3 staff for schools with enrolment above 700 would be sanctioned.

These staff would be involved in following activities:

- Estate Manager: Undertaking periodic inspections of the school buildings, reporting to the Head of School, overseeing and ensuring overall maintenance such as civil and electrical repairs, working of CCTV, RO system, etc. liaising with other departments such as PWD, DJB, electric utilities, etc.
- Ministerial Staff: Ensuring dairy-dispatch, etc., record keeping, file work, handling correspondence, maintenance of cashbooks, service books, etc. opening of bank accounts of students, filing of TDS returns, form-16, etc.

Resource Utilization:

Recruitment is undertaken through existing website (www.edudel.nic.in) with interview being undertaken by the School Head. The staff are paid INR 25,000 per month without any additional allowances.

Impact:

As a result of the initiative, the academic staff (teachers and Principal) can ensure complete engagement in teaching and academic activities.

Replicability and Sustainability:

The initiative is being undertaken in all govt. schools in Delhi.