

**DIRECTORATE OF EDUCATION**  
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F.DE.18.2(15)/E-V/2017/1335-40

Dated: 15/02/18

**CIRCULAR**

**Subject:-Merit List of Nursery Guest Teachers for drawing a panel for academic year 2017-18**

1. This is in continuation of Public Notice no. F.DE.18-2(15)/E-V/2017/1207-1222 dated 25/01/2018, vide which online applications have been invited for setting up a panel of Nursery Guest Teachers for Govt. School under Dte. Of Education for the Academic year 2017-18. The Tentative Merit list of all such candidates has been prepared through automated process by MIS (IT Branch), on the basis of details submitted by candidates and uploaded at the login of respective DDE's (District).

2. All the District DDE's are hereby requested to examine the Tentative Merit list provided to them and make arrangements for the documents verification of candidates who have applied for a particular post at district level itself (The work is not to be delegated down to schools). During the course of verification of educational qualification, if any ambiguity/anomaly in calculation of merit of candidate for the particular post is found, the same may be corrected as per the details given in RRs for that post. If any Mis-representation vis-a-vis original document is found during the verification the same application has to be rejected and removed from panel and suitable legal action is to be initiated against the candidate.

3. The concerned district DDEs and HOSs will be responsible for verification of Age, Educational Qualification, etc. of candidates provided at their respective login. After the verification a final merit list for drawing a panel of Nursery Guest Teacher will be prepared by DDE respectively. Final merit list of panel will be countersigned by RDE and DDE (district) concerned on each page of the list.

4. Following guidelines should be followed before finalization of merit list provided to them:-

- (i) Post-wise vacancy position of Assistant Teacher Nursery posts must be ascertained by respective DDEs.
- (ii) Candidates for Nursery Guest Teacher shall be called in 1:3 ratio i.e. number of candidates for said post shall be called up to three times the vacancy available in respective district.
- (iii) The schedule {date, time & venue} and list of candidates for documents verification shall be displayed on the Departmental website through Public Circulars latest by 16.02.2018 without fail.
- (iv) Subsequently, Final Merit List of candidates for Assistant Teacher Nursery shall be drawn and Guest Teachers shall be engaged as per requirement of schools.
- (v) Besides engagement of Guest Teachers as per vacant posts in schools an equal number will also be kept in panel for future.



(vi) Application of those candidates whose qualification are not authentic or found to be incorrect shall be summarily rejected and removed from the panel. Also, suitable legal action must be taken against such candidates.

5. Subsequently, all district DDEs can deploy Guest Teachers from the said panel on the basis of their merit, as and when required by the schools.

6. All the applicants who have applied for drawing a panel of Nursery Guest Teacher may contact concerned district office.

The issues with the prior approval of the Competent Authority.

F.DE. 18.2(15)/E-V/2017 / 1335-40

Copy to:-

- (i) PS to Pr. Secretary ( Education), GNCT of Delhi, Old Sectt., Delhi.
- (ii) PS to Director (Education), GNCT of Delhi, Old Sectt., Delhi.
- (iii) PA to Spl. Director (Education), E-V, GNCT of Delhi, Old Sectt., Delhi.
- (iv) All RDs/DDEs of districts, Directorate of Education, GNCTD.
- ✓ (v) OS (IT) Branch with the request to upload the circular on the departmental website.
- (vi) Guard File.



(Hari Prasad)

Assistant Director of Education

Dated: 15/02/18



(Hari Prasad)

Assistant Director of Education