

CHAPTER V

PROVISIONS APPLICABLE TO UNAIDED MINORITY SCHOOLS

13. Power to prescribe minimum qualifications for recruitment— The Administrator may make rules regulating the minimum qualifications for, and method of, recruitment of employees of unaided minority schools :

Provided that no qualification shall be varied to the disadvantage of an existing employees of an unaided minority school.

14. Power to prescribe Code of Conduct— Every employee of an unaided minority school shall be governed by such Code of Conduct as may be prescribed.

15. Contract of service— (1) The managing committee of every unaided minority school shall enter into a written contract of service with every employee of such school :

Provided that if, at the commencement of this Act, there is no written contract of service in relation to any existing employee of an unaided minority school, the managing committee of such school shall enter into such contract within a period of three months from such commencement :

Provided further that no contract referred to in the foregoing proviso shall vary to the disadvantage of any existing employee the term of any contract subsisting at the commencement of this Act between him and the school.

(2) A copy of every contract of service referred to in sub-section (1) shall be forwarded by the managing committee of the concerned unaided minority school to the Administrator who shall, on receipt of such copy, register it in such manner as may be prescribed.

(3) Every contract of service referred to in sub-section (1) shall provide for the following matters, namely :

- (a) the terms and conditions of service of the employee, including the scale of pay and other allowances to which he shall be entitled;
- (b) the leave of absence, age of retirement, pension and gratuity, or, contributory provident fund in lieu of pension and gratuity, and medical and other benefits to which the employee shall be entitled;
- (c) the penalties which may be imposed on the employee for the violation of any Code of Conduct or the breach of any term of the contract entered into by him;
- (d) the manner in which disciplinary proceedings in relation to the employee shall be conducted and the procedure which shall be followed before any employee is dismissed, removed from service or reduced in rank;
- (e) arbitration of any dispute arising out of any breach of contract between the employee and the managing committee with regard to—
 - (i) the scales of pay and other allowances,
 - (ii) leave of absence, age of retirement, pension, gratuity, provident fund, medical and other benefits,
 - (iii) any disciplinary action leading to the dismissal or removal from service or reduction in rank of the employee;

- (f) any other matter which, in the opinion of the managing committee, ought to be, or may be, specified in such contract.