

No. H2/29303/13/DPI

Office of the Director of Public Instruction,
Thiruvananthapuram, Dated: 12.06.2013.

CIRCULAR


Sub:- General Education—Fixation of strength of schools based on UID—Time
schedule—reg.

- Rad:- 1. G.O(P) No. 199/11/G.Edn. dated 01.10.2011.
2. Meeting held at the Chamber of the Secretary, General Education Department.
3. Govt. letter No. 71177/J2/13/G. Edn. dated 11.06.2010.

In the Government Order read as 1st paper above, it was inter-alia stated that staff fixation of schools from the year 2012-13 onwards will be done based on UID of students. As per Rule 12 of Chapter XXIII of KER staff fixation of schools was hitherto done by one day verification which was dispensed with as per order cited 1st. Now Government as per letter read as 3rd paper above have directed that the following procedure shall be followed in the case of fixation of strength based on UID from the year 2013-2014 onwards.

1. The existing staff strength shall be given by the Heads of schools to the DEOs/AEOs concerned on 31st May or the last working day every year.
2. The details of strength as on 6th working day due to admission (both by T.Cs and fresh) UID based shall be updated using school code and it should be locked by 5 P.M. of the 6th working day.
3. The DEOs/AEOs concerned shall verify the data from 7th to 15th June and confirm it.
4. By 15th June the DEOs/AEOs concerned shall certify and forward the details to the Deputy Directors of Education/District Educational Officers concerned respectively.
5. Hard Copy of the data verified shall be kept in the concerned offices for verification of the Director Public Instruction.
6. By 15th July, the allocation of staff of each school shall be given.
7. If aggrieved by the this allocation, the managers can submit appeal before the Deputy Directors of Education and District Educational Officers concerned on or before 31st July of the year and appellate authority shall consider all aspects of the case and issue appellate orders before 31st August of the year.

A revision shall lie to the Joint Director, Directorate of Public Instruction against orders of the Deputy Directors of Education as per Rule 12 E of Chapter XXIII of KER.


DIRECTOR OF PUBLIC INSTRUCTION.

To

All the Deputy Directors of Education,
All the District Education Officers.
All the Assistant Educational Officers.