

ODISHA ADARSHA VIDYALAYA SANGATHAN

GUIDELINES FOR ENGAGEMENT OF WARDEN IN THE GIRLS' HOSTEL

The post of Warden will be engaged in the Girls' Hostels of the Odisha Adarsha Vidyalayas for smooth running of the hostels.

Warden:1 (One)

- Qualification: B. A / B. Sc from any recognized University
 - Age: 30-60 years as on the date of advertisement
 - Experience: At least 02 years in hostel management.
 - Remuneration: Rs.21,175/- per month
- I) The preference shall be given to the local candidate preferably from the block area. If not available, then from the other adjacent block of respective District.
- II) If any in service lady teacher of OAV is willing to discharge the duties of a warden in addition to her duties, she may be paid monthly remuneration of Rs. 3000/- in addition to her own salary. But She must have to stay in the hostel even during the night hours.
- III) Retired lady teachers, if willing and physically & mentally sound within the age limit of 62 years as on the date of the engagement, may be engaged as warden.

Committee for selection of employees.

A committee will be formed under the chairmanship of the Collector & Chairman OAV of the district for selection of employees for the girls' hostel.

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|---------------------------------------|---|-------------------|
| 1. Collector & District Magistrate | - | Chairman |
| 2. Principal of the Adarsha Vidyalaya | - | Member (Convener) |
| 3. District Education Officer | - | Member |
| 4. DWO of the District | - | Member |
| Duration of the engagement | - | For one year |

On expiry of one year period of engagement, fresh engagement shall be made with a gap of at least one working day basing on the satisfactory performance of the employee.

How remuneration will be released:

After receiving the engagement order from the Principal and joining in duty, the remunerations will be released through the School committee after her satisfactory performance. Attendance register will be maintained for the purpose.

- Advertisement will be published in local dailies.
- Fifteen days' time duration may be given for inviting application from intending candidates.
- Preference shall be given to local candidates. If candidates are not available in that locality, then block will taken as a unit. If still candidates are not available, then the candidates from nearby blocks may be selected for the purpose. No candidates outside of the district should be recruited against the posts stated above.
- Qualification for the posts may be taken from the above list.

ODISHA ADARSHA VIDYALAYA SANGATHAN

GUIDELINES FOR ENGAGEMENT OF SUPPORT STAFF IN THE GIRLS' HOSTEL

The following support staff will be engaged in the Girls' Hostels of the Odisha Adarsha Vidyalayas for smooth running of the hostels.

1. Warden: 1 (One)

- Qualification : B.A/ B.Sc from any recognized University
- Age: 30-60 years as on the date of advertisement
- Experience: At least 02 years in hostel management.
- Remuneration: Rs. 7260/- per month
 - i. The preference shall be given to the local candidate preferably from the block area. If not available, then from the other adjacent block of respective District.
 - ii. If any in service lady teacher of OAV is willing to discharge the duties of a warden in addition to her duties, She may be paid monthly remuneration of Rs. 3000/- in addition to her own salary. But She must have to stay in the hostel even during the night hours.
 - iii. Retired lady teachers, if willing and physically & mentally sound within the age limit of 62 years as on the date of the engagement, may be engaged as warden.

2. Chowkidar-cum-Sweeper

- Remuneration - Rs. 4270/- per month
- Age - 21 to 32 years as on the date of advertisement.
- Qualification : He must have passed HSC Examination.

3. Cook :

- Remuneration - Rs. 4840/- per month
- Age - 30 to 40 years as on the date of advertisement.
- If somebody is trained in cookery, he/she will be given preference & due weightage.
- Cook himself/ herself be perfectly hygienic in his/her dresses, cooking habits etc.

- The committee shall conduct physical cooking of some items & evaluate the deliciousness/ consumption of time for preparation if the dishes / hygienic condition of cooking & select the best.
- The cook must be well conversant to use LPG.

4. Assistant Cook:

- Remuneration – Rs 3630/- per month.
- Age – 21 to 32 years as on the date of advertisement.
- Maximum 02 number of Assistant cooks can be engaged in one OAV.
- Having experience in cooking and other characteristics as specified above in Paragraph – 3.

Committee for selection of employees.

A committee will be formed under the chairmanship of the Collector & Chairman DAV of the district for selection of employees for the girls' hostel.

1. Collector & District Magistrate	-	Chairman
2. Principal of the Adarsha Vidyalaya	-	Member (Convener)
3. District Education Officer	-	Member
4. DWO of the District	-	Member

Duration of the engagement	-	For one year
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On expiry of one year period of engagement, fresh engagement shall be made with a gap of at least one working day basing on the satisfactory performance of the employee.

How remuneration will be released:

After receiving the engagement order from the Principal and joining in duty, the remunerations will be released through the school committee after his/her satisfactory performance. Attendance register will be maintained for the purpose.

Process of Engagement:

- Advertisement will be published in local dailies.
- Fifteen days time duration may be given for inviting application from intending candidates.

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- Preference shall be given to local candidates. If candidates are not available in that locality, then block will taken as a unit. If still candidates are not available, then the candidates from nearby blocks may be selected for the purpose. No candidates out side of the district should be recruited against the posts stated above.
 - Qualification for the different posts may be taken from the above list.



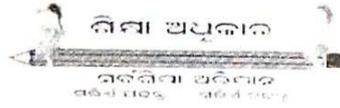
DISTRICT PROJECT OFFICE

SAMAGRA SHIKSHA, KEONJHAR
GIRLS EDUCATION

Inside Block Education Office Campus, Sadar, Keonjhar-758001

Ph. No-06766-254103, Fax-256420 Email id: dpckeonjharssa.oepa@nic.in, dpckeonjhar@gmail.com

LETTER NO: 187 / G.E / 22 / Date: 16.01.23



File No. V-04/2021

To

The Principals of OAV (KGBV Type-IV)

Talachampe, H.C.Pur, Khendra, Oriya, Champua, Lahanda & Tikira

Sub: Enhancement of remuneration of KGBV employees working under SS.

Ref: Letter No. 14845/GE/22 dated. 21.11.22

Madam/Sir,

Enclosed please find herewith the Letter No. 14845 dated. 21.11.22 of State Project Director, OSEPA regarding enhancement of remuneration of KGBV employees working under Samagra Shiksha w.e.f. 01.04.22.

You are, therefore, instructed to prepare due-drawn statement of arrear salary, register your establishments in EPFO and submit the requirement of arrear salary to this office **before 20th January 2023 positively** for limit fixation. Further, you are instructed to submit UCs & SOE of previous grants immediately.

This may be treated as extremely Urgent.

Encl: 1. OSEPA Letter No. 14845 dated. 21.11.22

Yours faithfully,


District Education Officer-cum-DPC,
Samagra Shiksha, Keonjhar

ODISHA SCHOOL EDUCATION PROGRAMME AUTHORITY

"SHIKSHA SOUDHA", UNIT - V, BHUBANESWAR - 751001
Ph No. 0674-2395325(O) E-mail: spd@oepa.in opepaedu@yahoo.co.in

Letter No. 14845/GE/22 Dated. 21/11/2022

ANUPAM SAHA, IAS
State Project Director

To

The DEO-cum-District Project Coordinator,
Samagra Shiksha,
Angul, Balasore, Baragarh, Boudh, Bhadrak, Bolangir, Deogarh Dhenkanal, Gajapati,
Ganjam, Jajpur, Kalahandi, Kandhamal, Keonjhar, Koraput, Malkangiri, Mayurbhanj,
Nabarangpur, Nuapada, Rayagada, Sambalpur, Sonapur & Sundergarh

Sub: Enhancement of remuneration of KGBV employees working under SS.

Madam / Sir,

In inviting a reference to the subject cited above, it is to inform you that, keeping in view of PAB Approval for the year 2022-23 towards remuneration of KGBV employees under Samagra Shiksha, the Govt. in School & Mass Education Deptt. has been pleased to enhance the remuneration of KGBV (Type-III & IV) w.e.f. 01.04.2022. The revised remuneration detail of the KGBV (Type-III & IV) is attached at Annexure-'A' & 'B' respectively.

You are therefore requested to release the enhanced remuneration of aforesaid employees w.e.f. 01.04.2022.

Encl: As above.

Memo No. 14846/GE/22 Date 21.11.2022

Copy to Collector-cum-Chairperson, SS, Angul, Balasore, Baragarh, Boudh, Bhadrak, Bolangir, Deogarh Dhenkanal, Gajapati, Ganjam, Jajpur, Kalahandi, Kandhamal, Keonjhar, Koraput, Malkangiri, Mayurbhanj, Nabarangpur, Nuapada, Rayagada, Sambalpur, Sonapur & Sundergarh for kind information & necessary action.

Memo No. 14847/GE/22 Date 21.11.2022

Copy to State Project Director, OAVS for kind information & necessary action.

Memo No. 14848/GE/22 Date 21.11.2022

Copy to PS to Commissioner-cum-Secretary to Govt in S & ME Deptt for kind information of the Commissioner-cum-Secretary

Yours faithfully,

~~State Project Director~~

~~State Project Director~~

~~State Project Director~~

~~State Project Director~~

Revised Remuneration of KGBV Employees (Type-IV)

Sl. No.	Designation	Existing Gross Remuneration per month per person (in Rs.)	Revised Gross remuneration per person per month as per PAB approval 2022-23 (in Rs.) (including EPF share of Employee & Employer)
1	Warden	7,260.00	21,175.00
2	Head Cook	4,840.00	9,000.00
3	Asst. Cook	3,630.00	6,750.00
4	Chawkidar	4,720.00	7,500.00

DLT/naich
21/11/22
JD(GE)

State Project Director
OSEPA