

Guidelines to District Educational Officers/ Project Officers of RVM (SSA) on engaging of Vidya Volunteers for the year 2012-13.

The following guidelines shall be followed by District Educational Officers and Project Officers of RVM(SSA) while positioning Vidya Volunteers in schools.

1. The Vidya Volunteers in Primary and Upper Primary schools shall be engaged as per the pattern shown below to ensure regular functioning of schools till a policy decision is taken for recruitment of regular teachers.

A. Primary Schools.

Primary School / Section (I-V) classes		
Enrolment Range	No of Teachers/VVs permitted	
	Plain Area	Tribal Area
1-10	One	Two
11-60	Two	
61-90	Three	Three
91-120	Four	Four
121-150	Five	Five
151-200	Six	Six
201-240	Seven	Seven
Likewise One additional Teacher/ Volunteer for every 40 children.		

B. Upper Primary Schools.

Upper Primary Schools (VI and VII)	
Enrolment Range	No of Teachers/VVs permitted
Up to 40	Two
41-140	Four
141-175	Five
176-210	Six
211-245	Seven
Likewise One additional Teacher/ Volunteer for every 35 children.	

2. The DSC 1998 qualified candidates may be given preference in engaging the Vidya Volunteers in schools as was given during the previous years.
3. District Educational Officers & Project Officers of RVM (SSA) in the state are permitted to engage one additional Vidya Volunteer to teach Telugu in Urdu & other medium schools as per the requirement.
4. The services of Vidya Volunteers may be engaged from the day of reopening of schools for ten months during the academic year – 2012-13.
5. After assessment the requirement of Vidya Volunteers for the year 2012-13, the District Educational Officer shall allot roster points for implementation of rule of reservation by arranging the schools in alphabetical order.
6. After finalization of roster points, the approval of the District Collector shall be taken for engaging of Vidya Volunteers in the district.
7. The DEO shall communicate the list of schools along with roster points to the concerned Mandal Educational Officers for engaging Vidya Volunteers. The MEOs in turn shall display the details in notice boards of MRC/ High Schools and office of MPDO and Tahasilidar.
8. The District Educational Officer shall give a press note stating that the eligible

10. The candidates having TTC/D.Ed/B.Ed are eligible to work as Vidya Volunteers in primary and upper primary schools.
11. If local candidates with D.Ed./B.Ed qualifications are available in a habitation they shall be given priority to engage them as Vidya Volunteers without considering mandal merit.
12. After receipt of applications from the eligible candidates the mandal level committee will scrutinize the applications and select the candidates to work as Vidya Volunteer. Mandal shall be taken as unit for engaging Vidya Volunteers.
13. If more no. of eligible candidates are available in the prescribed roster point, a merit list shall be prepared taking the marks in academic and professional qualifications in the ratio of 50:50 and the candidates shall be selected based on the merit.
14. As per G.O.Ms.No. 90, Dated: 04-08-2009 Vidya Volunteers may be engaged from open category if the candidates are not available in the reserved category.
15. The Mandal Educational Officer shall communicate the list of selected candidates to the concerned SMCs for engaging of Vidya Volunteers. The Head Master of nearby school shall be given the responsibility to coordinate with the SMC concerned in engaging the Vidya Volunteers in respect of the schools where there is no regular teacher.
16. The process of engaging of VVs shall be completed by 21st August-2012.
17. The Vidya Volunteers who worked during 2011-12 may be continued if their performance is satisfactory. The mandal committee shall assess the performance and take a decision.
18. All the Vidya Volunteers shall open bank accounts in any nationalized bank and furnish the name of the bank with account number to the concerned MEOs.
19. All the MEOs shall furnish the attendance details of Vidya Volunteers working in their concerned mandals to DPO, RVM by 2nd of every month without fail. If any MEO fails to furnish the attendance particulars of VVs by 2nd, action shall be initiated against such MEOs.
20. The honorarium of VVs shall be transferred to the accounts of Vidya Volunteers directly from District Project Offices, RVM by 3rd of every month without fail duly obtaining the attendance particulars of Vidya Volunteers from the concerned MEOs.
21. The data base of all Vidya Volunteers engaged in the district shall be maintained at District Project Office in the format communicated earlier. However, Category-wise, Qualification wise no. of VVs engaged in the district shall be furnished to SPO in the format shown at Annexure by 25/06/2012.
22. Positioning of Vidya Volunteers in Upper primary sections of High Schools shall be taken up after receiving specific proposals from districts.

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State Project Director

//T.C.Attested//

Planning Coordinator