



Government of West Bengal
Office of the District Inspector of Schools (S.E.)
Bankura 722101

Memo No. :- 3107/S

Date: 21.03.2022

From:- District Inspector of Schools(S.E) ,Bankura

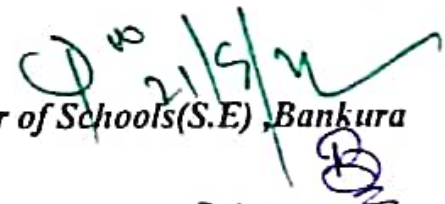
To :- HOIs of concerned schools where ICT instructors are engaged under Bankura district.

Sub:- Regarding leave issues of ICT instructors .

Enclosed please find herewith G.O. No : 192-IT/06/2020/P&AR dated 16.10.2020 of the Additional Chief Secretary , Department of Personnel and Administrative Reforms , Government of West Bengal read with Memo no : 286-SC/G dated 18.11.2021 of The Deputy Director of School Education , Government of West Bengal , which are self explanatory .

The HOIs are requested to act accordingly and maintain proper " Leave Register" for the ICT instructors under their control.

Enclosure: As stated above.


District Inspector of Schools(S.E) ,Bankura

Date:

Memo:

Copy forwarded for information and taking necessary action to

1. The Assistant Inspector of Schools , Sadar/Bishnupur/ Khatra Sub Division.
2. All the Sub Inspector of Schools (Circle Level) under Bankura district.


District Inspector of Schools(S.E), Bankura

Government of West Bengal
Directorate of School Education
Bikash Bhavan, 7th floor, Salt Lake, Kolkata- 700 091

Memo No. 286-SG/K

Dated, Kolkata, the 18/11/2021

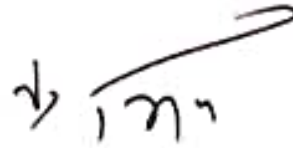
From: The Deputy Director of School Education (Boys High), West Bengal

To: 1. The District Inspectors of Schools (SE), DI/S(PE)s All Districts

2. HM/A.H.M. /T.I.C.s /A.M.s In Charge of Government Schools

Sub: Regarding sanction of leave to Contractual D.E.O.s/ Contractual ICT Instructors in schools

With reference to the subject mentioned above, the undersigned is directed to state that wherein G.O. No. 192-IT/06/2020/P&AR Dt.16/10/2020 it has been stipulated that the Contractual IT Personnel working in regular establishments be allowed 30 Leave and 10 Days Leave on Medical ground and also in spirit and tune of the Rules prescribing Leave procedure (Rule 221) under West Bengal Service Rules.1971, the concerned Head of Office under which the respective Contractual D.E.O.s or the Contractual I.C.T. Instructor(s) is/are posted will be the Leave Sanctioning Authority for that/those particular incumbent(s)



Deputy Director of School Education (Boys High.),
West Bengal

2/11/21

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**Government of West Bengal
Department of Personnel & Administrative Reforms
(e-Governance Cell)
5, Council House Street (3rd Floor)
KOLKATA -700001**

No. 192-IT/06 /2020/ P&AR-e-Gov

Date: 16.10.2020

NOTIFICATION

Whereas the Government of West Bengal has in last few years initiated a large number of e-Governance reforms including computerisation of different services to improve the ease of doing business in the state as well to ensure seamless transfer of welfare benefits to people. In order to achieve this, different departments have engaged IT personnel (particularly Data Entry Operators/Computer Operators). This engagement of IT personnel in different categories has been done either through WEBEL or WTL or similar agencies, even while some engagements have been made directly departmentally

and

Whereas the terms and conditions of services of these contractually engaged personnel in this regard vary widely across various different departments and among different categories

and

Whereas A number of benefits like security of tenure, leave, terminal benefits etc which have been allowed to other contractual employees at large has often not been extended to these IT personnel leading to sub-optimal utilization of their services.

Now therefore, in view of the critical role played by these contractually engaged IT personnel in the continuing success of e-Governance reforms, their service conditions have been reviewed. It has been felt that the present terms and conditions of their engagement need to be improved upon to retain the best talent in the Government and get best services out of them. With this end in view, the State Government has decided to make the following changes in the terms and conditions of the engagement of IT Personnel engaged under regular

establishments and in different programmes/projects whether engaged through WEBEL/WTL or departmentally or through any other agency :-

1. Direct engagement under Government-- Contractual IT personnel working in regular establishments under the State Government and/or under any project but engaged through WTL/WEBEL or any other similar agency will come under the direct control of Government as contractual workers.

2. Benefits to be extended--

2.1 Security of tenure-- These contractually engaged IT personnel shall be given security of engagement upto the age of 60 years. They shall not be terminated except on the grounds as prescribed in No. 9008-F(P) dated 16-09-2011.

2.2 Leave:-

- a) 30 days leave in a calendar year,
- b) 10 days leave on medical ground,
- c) Maternity leave (in case of female employee) 180 days and 42 days in case of abortion/miscarriage.

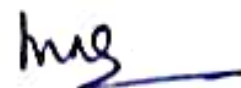
2.3 Terminal benefit on attaining the age of 60 years – Rs.3.00 Lakhs.

2.4 Medical benefit – They will come under SwasthyaSathi Scheme if he/she is not covered under WBHS being a spouse of an employee of State Government.

3. Nodal Department—P & AR Department will be the Nodal Department in respect of such IT personnel.

4. This order will take effect from 01.11.2020.

This is issued in concurrence of the Finance Department vide U.O. No. 540 Group –P2 dated 16th October, 2020.



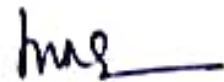
Additional Chief Secretary

Copy forwarded for kind information and necessary action to:

1. Chief Secretary to the Government of West Bengal
2. Additional Chief Secretary to the Government of West Bengal, Home Department.
3. Principal Secretary to Hon'ble Chief Minister
4. Additional Chief Secretary/ Principal Secretary/ Secretary.....(All)

With the request to kindly submit your proposal in this regard to the P&AR Department for approval as per the following format:-

- i) Name:
- ii) Father's / Husband's Name:
- iii) Address:
- iv) Date of Birth:
- v) Gender: Male / Female
- vi) Caste: General/ SC/ST/OBC
- vii) Qualification:
- viii) Mobile No.:
- ix) Category / Designation:
- x) Date of engagement:
- xi) Monthly remuneration:
- xii) Present place of posting:
- xiii) Engaging Authority:
- xiv) Scheme / Project under which engaged:
- xv) Remarks:



Additional Chief Secretary