

WEST BENGAL MADRASAH SERVICE COMMISSION RECRUITMENT (SELECTION AND RECOMMENDATION OF PERSONS FOR APPOINTMENT AND TRANSFER)

4 registered No. DSC-320 6 KARTIKA 21 | Gazette Extraordinary Published by Authority FRIDAY, NOVEMBER 12, 2010 4 NO. 280(1) SAKA 1932 PART and Notifications by the Governor of West Bengal the Cauri* Government Treasury. etc, GOVERNMENT OF *WEST BENGAL MINORITY AFFAIRS AND MADRASAH EDUCATION DEPARTMENT NOTIFICATION No. 1 64} 1st November 2010.—In exercise of the power conferred by section 18 read with sections 8, 9 and 24 of the West Bengal Madrasah Service Commission Act, 2008 (West Ben; Act XXV of 2008), the Governor is pleased hereby to make the following rules namely : . RULES CHAPTER - Preliminary Short title, commencement and application— (1) These rules may be called the West Bengal Madrasah Service Commission Recruitment (Selection and Recommendation of persons for Appointment and Transfer to the Posts and non-teaching Staff) Rules, 2010. (2) They shall come into force on the date of their publication in the Official Gazette (3) These rules shall apply to all Recognised Non-Government Aided Madrasahs in West Bengal, In these rules, unless the context otherwise requires,— (i) "Act" means the West Bengal Madrasah Service Commission Act* (West Ben. Act XXV of 2008) ; (ii) "Area" means the area in which the Madrasah is situated, where vacancies/vacancy exists/s and the same may district or sub-division or corporation as may be determined by the Commission. (iii) "Category" in relation to a post of.— (a) "Teacher" means Headmaster/Headmistress Superintendent, Assistant Teacher in the Honors/Post-Graduate, Pass-Graduate or Undergraduate category ; (b) "Non-teaching Staff" means the non-teaching staff as defined in clause (b) of section 2 of the Act ; (iv) "Certificate" means a certificate passing Madhyamik Pariksha of High Madrasah Examination or Alim or Fazil or Higher Secondary Examination or equivalent obtained from the West Bengal Board of Secondary Education or West Bengal Board of Madrasah Education or other Board or Institution constituting West Bengal Council of Higher Secondary Education Rabindra Mukta Vidyalaya Samad or other recognized Board of Institution, University or Certificate in Library Science obtained from an institution recognized by the Government or University or certificate passing 8th Standard; issued by any recognized educational institution, school or madrasah or a Madrasah Shiksha Kendra, Madhyamik Shiksha Kendra or Madhyamik Shiksha Kendra (Senior Madrasah type) approved by the Director of Madrasah Education under the Ministry of Minority Affairs and Madrasah Education Department or approved Madhyamik Shiksha Kendra under the Panchayet and Rural Development Department, Government of West Bengal ; (v) "Commission" means the West Bengal Madrasah Service Commission ; 871 812 THE KOLKATA GAZETTE, EXTRAORDINARY, NOVEMBER 12, 2010 (vi) "Compassionate ground" means death or physical inability or incapacitation before attaining 58 years or age (duty declared by the Medical Board) of an approved teacher or non-teaching staff of a Madrasah ; (vii) "concerned subject" in relation to a post of teacher, means a subject or subjects against which a vacancy has occurred or has been reported or will occur within the stipulated period as determined by the Commission for the purpose of selection of a person to the post (viii) "Degree" or "Diploma" means (a) Bachelor or Master Degree- or any Diploma obtained through regular course as a regular or private or external candidate from a University recognized by or affiliated to University Grants Commission ; (b) Bachelor or Master Degree or Diploma- obtained through distance education system or correspondence course from a University recognized by the University Grants Commission or the Distance Education Council ; (ix) "Director" means the Director of Madrasah Education, West Bengal ; (i) "District Inspector of Schools", in relation to a Madrasah means the District Inspector of Schools (Secondary Education) exercising jurisdiction in respect of the Madrasah ; (11) "Head of the Madrasah" means and includes Headmaster or Headmistress, Superintendent and Teacher-in-Charge ; "Honours or Post Graduate Vacancy" means a vacancy the post of a teacher in a Madrasah against which only the person holding a Bachelor degree the Honours level or Post graduate degree, can be appointed ; (XII) "Madrasah Authority" means and includes Managing Committee, Ad hoc Committee and Administrator of the Madrasah (xiv) "Mutual Transfer" means the mutual change of places, of work of two teachers or non-teaching staff of two Madrasahs, of the same category and or subject to the approval of higher authority ; (xv) "Panel" means a list published by the Commission containing the names of candidates equal to number of vacancies declared for appointment strictly in order of merit ;

(xvi) "Pass a vacancy for the post of a teacher in a Madrasah against which a person holding a Bachelors degree minimum in the pass course level can be appointed ; (xvii) "Post" means a whole time sanctioned post of Madrasah of any of the following : Teaching category of— a) Headmaster [Headmistress in High/Junior Secondary Madrasah or Superintendent in Senior Madrasah • b) Headmaster [Headmistress of a Jr. -High Madrasah ; c) Assistant Teacher against Honours (Postgraduate vacancy, d) Assistant Teacher against Pass vacancy, e) Assistant Teacher against Undergraduate vacancy, B. Non teaching category of — a) Librarian b) Group C (Clerk) c) Group D (Peon / Matron / Lab. attendant / Night Guard, etc.) (xviii) "Region" means and includes few districts taken together for the purpose of selection as to be notified from time to time by the Government. (xix) "Schedule" means Schedules appended to these rules; (xx) "State" means the State of West Bengal ; (xxi) "State Government" means the Government of Bengal in the Minority Affairs and Madrasah Education Department. (xxii) "Sub-rule" means sub-rule- of a rule in which the word or expression occurs. (xxiii) "Teacher" means and includes Headmaster, Headmistress, Superintendent, Assistant Teacher of different categories, viz Hons. / Postgraduate, •Pass-Graduate etc. (xxiv) "Transfer" means change of place of work of an approved teacher or non-teaching staff from one Madrasah to another in the post of same category and/or subject as prescribed later on. (xxv) "Undergraduate Vacancy." means vacancy for the post of a teacher against which a person having at least passed the H. S. or equivalent examination (as the case may be), can be appointed ; (xxvi) "University" means a university recognized by / affiliated to University Grants Commission or constituted under the act of the Central / State Government or an institution accepted by the Central / State Government as equivalent to an Indian University, (xxvii) "Vacancy*" means a vacancy in the post of teacher including Headmaster / Headmistress / Superintendent or 3 873 PART 11 a) b) c) d) e) f) g) h) THE KOLKATA GAZETTE EXTRAORDINARY, NOVEMBER 12, 2010 Non-Teaching Staff including Librarian caused by Creation of new post, Superannation, (of a teacher or non-teaching staff) Voluntary Retirement, Death, (of a teacher or non-teaching staff) Acceptance of the resignation (tendered by a teacher or a non-teaching staff) by the appointing authority or dismissal (of a teacher or a non-teaching staff) by competent authority and duly approved by the West Bengal Board of Madrasah Education Recognition of new set-up Madrasah, Upgradation of a Jr. High Madrasah / Sr. Madrasah / High Madrasah into High Madrasah ! Sc, Madrasah with Fazil Course / Higher Secondary Madrasah respectively or i) any other reason, as the State Government may, by order determine. (xxviii) "Waiting List*" means in relation to— a list of candidates named in order of merit containing names of candidates equal to 0.25 times the number of vacancies occurred/declared or will occur within the stipulated period for a State/Regional Level Selection Test category; medium & gender wise. b) Assistant Teachers—a list of candidate named in order of merit containing names of candidates equal to c) d) e) times of the number of vacancies occurred/declared or will occur within the stipulated period for a State Level Selection Test category.wise, subject-wise, medium-wise, gender-wise and Librarian—e list of candidates named in order of merit containing names of candidates equal to 0.10 times the number of vacancies occurred/declared or will occur within the stipulated period for a State/Regional Area Level Selection Test for the said category. Circulation of staff list of candidates named in order of merit containing names of candidates equal to 0.10 times the number of vacancies occurred/declared or will occur for a State/Region/Area Level Selection Test for the said category Group-D staff—a list of candidates named in order of merit containing names of candidates equal to 0.10 times the number of vacancies occurred/declared or will occur for a State/Region/Area Level Selection Test for the said category. Separate panels/lists may be prepared within the Group-D category e.g. Lab. Attendant/Matron etc., as may be determined by the Commission. (2) Words and expressions used and not defined in these rules but defined in the Act shall have the same respectively assigned to them in the Act. CHAPTER-11 Provision regarding post, qualification, age etc. 38 of post, qualification and The name of the post and its qualification subject to rule 4, & be such as specified respectively in columns (2) and (3) of Schedule : Provided person having the desirable qualification mentioned in column (2) regarding the posts mentioned in S. {2, 13 > 15 of column (!) of Schedule I shall, if qualified in the written examination, get preference over the candidate who has in written examination but has no desirable qualification, (2) The age limit for the post referred to in column (2) shall be such as specified in column (4) of the Schedule I Provided that the person who is already in approved service in the sanctioned of Teacher or Non-teaching Staff of any Madrasah/School may apply for the post of Teacher and Non-teaching Staff within maximum age of years as on 1st January of the year advertisement. Additional

essential qualification of candidate—A candidate willing to be selected as a Teacher Non-teaching Staff in any Madrasah, having Bengali or English or Hindi or Nepali or Oriya or Santhali or Telegu or Urdu as the medium of instruction, must have Bengali or English or Hindi or Nepali or Oriya or Santhali or Telegu or Urdu, as the case may be as first or second or third language at any of the Secondary or Higher Secondary or Graduation level at Secondary level of the 874 THE KOLKATA GAZETTE, EXTRAORDINARY, NOVEMBER 12, 2010 [PART 1 West Bengal Board of Secondary Education or West Bengal Board of Madrasah Education or equivalent or at Higher Secondary level of the West Bengal Council of Higher Secondary Education or equivalent or at Fazil level of the West Bengal Board of Madrasah Education or equivalent; or at any subsequent higher level—of education in that language paper or must have passed a language (relevant to the medium) course of at least one year's duration from a University or Institute. Disqualification— (1) No person shall be eligible for selection for appointment to any post teaching or Non-teaching, in any Madrasah unless, she/he is a citizen of India. b) if she/he has accepted or offered dowry in any form at the time of his/her marriage or his/her son's/daughter's marriage. (2) No male candidate shall be eligible for selection for appointment to the post of teacher of a Girl's Madrasah. However, a male candidate may be appointed to a post of Non-teaching staff of a Girl's Madrasah provided that there is at least one lady staff in the Non-teaching Category; CHAPTER-HI Scope, Method of selection 6, Scope (1) The scope of selection is limited to vacancy(ies) against regular fulltime sanctioned post(s) already occurred/to be occurred on/after the date of advertisement within the 1st January next ensuing. (2) Out of the vacancies (teaching and Non-teaching) up to -10% in each category of post barring those of HM; Superintendent may be filled up from enlisted candidates in Death-in-service and permanently incapacitated category. Explanation ; The Commission shall fill-up the rest of the vacancies out of 10% by others in order of merit if suitable eligible candidate(s) for appointment on compassionate ground, is/are not available for the particular category of post in a particular year

7. Method of selection —The selection of persons to the different posts mentioned in column (2) of Schedule I shall be made through the Commission (a) by selection (direct recruitment) through the Commission in the manner as specified later on in these rules (b) on compassionate ground in the manner as specified in Chapter-X of these rules

8. Manner of selection —(1) Selection to any post shall be made on the basis of results of the State/Region/Area Level Selection as may be decided by the Commission, which may comprise any, some or all of the following (as the case may be) be a) Written Examination, b) Evaluation of Qualification, c) Personality Test, d) Aptitude Test, of the candidates, as the case may be in the manner as specified in Schedule III. (2) The Commission may, in its discretion, fix the minimum qualifying marks to be scored/obtained by the candidates in written examination or may relax the qualifying marks on reasonable ground(s) to be recorded in writing (3) in case of appointment on compassionate ground i.e. from Death-in-service & permanently incapacitation category, the Commission may select from the enlisted candidates on the basis of personality test or evaluation of qualifications or on both even in relaxation of the written test as the Commission may deem fit. CHAPTER-IV Vacancies & Advertisement Report of District Inspectors of Schools (SE) or any Other- authorized officer as may be entrusted by the Commission in writing shall prepare a report regarding the number of vacancies in approved/sanctioned exist(s) or is/are expected to occur within the 1st day of January next ensuing, and shall furnish the same to the Commission at least 15 days before the date of publication of the advertisement, TUE KOLKATA GAZETTE EXTRAORDINARY, NOVEMBER 12, 2010 875 (2) Compilation of vacancies—The Commission shall, on receipt of the report under Sub-rule (1), compile and maintain computerized data on vacancies, district wise & Subject wise, category and gender-wise with the help of District Inspector of Schools* (SE) or any other officer mentioned in sub-rule (1) if necessary, before the date of publication of the advertisement inviting applications; (3) Updating of vacancies—The Commission shall finally update the number of vacancies occurred & to be occurred within the 1st January next ensuing of the year of advertisement post subject, medium, category, and gender wise as well as district-wise if required, before the publication of the result of written test

- 10. Advertisement (I) The Commission shall, on the basis of available tentative vacancies for the stipulated period after receipt of the report or vacancies under Rule 90) & Cancellation Of the same under' Rule.9(2);** • issue/publish and advertisement through daily newspapers' in the State in 'English, Bengali, Urdu or in any other languages, if necessary, and also through the Website of the Commission.
- (2) Such advertisement shall be issued, published specifying the vacancies, qualifications, age as on the 1st day of January of the year of advertisements and other necessary information relating to such posts} details of which may be obtained through the website of the Commission and from 'the Office of the Commission (3) While specifying the vacancies in the advertisements the Commission shall, in case of the post of a) Headmaster / Headmistress Publish a provisional (tentative vacancy list at the time of inviting application for State / Region Level Selection Test and a final vacancy list at the time of publication of the result; of written examination by declaring the actual vacancies* that have occurred • if been reported. b) Assistant Teacher Publish a provisional (tentative) vacancy list (medium / post Subject / category / gender wise) at the time of inviting application for State / Region Level Selection Test by tentative vacancies that have been reported and a final vacancy list at the time of publication of the result of the written examination declaring the actual vacancies that have occurred • if been reported or will occur within the Stipulated period* c) Librarian, Clerk & Group-D staff — Publish the •tentative and revised (actual) numbers of vacancies of each category at the time of inviting applications for State / Region Level Selection Test by declaring the tentative vacancies that have been reported and publication of the result of the written test and at the time of publication of the result or at the time of calling for personality test / interview respectively Provided that the Commission may seek application for the posts of Clerk and Group-CDS District-wise and application of Librarians Regionwise
- CHAPTER-V Application Screening**
- 11. Form of application & fee thereof—** (1) The Form of application for State / Region / Area Level. Selection Test for appointment to any post shall be such as may be determined by the Commission from time to time. (2) The Form of application may be published in the daily Newspapers of the Commission's Website or both, or may be saleable} use may be determined by the Commission: (3) cost, of the application Form or the •application Fee (money) if applicable, shall be such as may be fixed by the State Government from time to time in consultation with the Commission.
- 12. Submission of applications—** (1) The duly filled-in application Form in the prescribed format with fees, if any» shall be submitted within such time and in such manner as specified place (s) as may be specified by the Commission in the advertisement. (2) An Approved •in-service teacher or. Non-teaching Staff of a School / Madrasah • may apply only after completion of one year of approved Service in case of a • vacancy of higher scale and of two years of approved service in case of vacancy of the same scale.
- Processing; Seffening of applications—** (1) The Secretary of the shall arrange for proper custody of all the applications which may be received by it against different vacancies (2) The Commission shall generate a computerized data-base of all the candidates (applicants), prepare a list of eligible candidates as well as list of rejected applications medium, post, category, subject-wise after due screening (3X case of rejection of any application, the ' cause of rejection " should be stated against the application in the data base to be displayed in the Commission's Website so that any applicant may know the reason of rejection of his / her application. HE. KOLKATA GAZETTE,, EXTRAORDINARY* NOVEMBER 90 10 876
- CHAPTER*VI Arrangement. Holding & Conduct of Written Test**
- 14. Issue of Admit Cards —**The Commission shall, for written test, take necessary action for generation and issuance of admit cards mentioning date* time & venue of written test* by regd./speed. post/courier service or by any other mode as deemed fit by the Commission leaving at least 20 days gap between the date of issue of admit card and the date of • the test to the eligible candidates. IS.
- Arrangement Of Written Test—** (1) • The shall arrange for written test under its direct supervision and control (2) The Commission shall determine the scheme and syllabus of the written test, prepare question papers and distribute the same to the examination venues through the custodian appointed by the Commission. (3) • The Commission shall i) appoint paper-setters, moderators and observers , ii) approve the lists of examiners and experts , iii) fix the rates of remuneration for paper-setters. Moderators, experts, observers, Coordinators and all other persons concerned with the conduct of examinations (4) "The Commission shall determine the number of paper(s) for written test, contents of each paper, duration of examination and other matters relating to the State/ Region/ Area Level Selection Test as the case may be.
- 16, Holding & Conduct of Written Test** (1) The Commission shall hold written test of all the eligible candidates* (2) "The Commission shall decide the procedure and the manner of conducting the

State/Region/Area Level Selection Test, and prepare detailed instructions in this regard in accordance with the provisions of the Act and the rules made thereunder : (3) The Commission shall i) Select the examination centres ; ii) appoint Officer-in-charge for examination centres, custodians of confidential papers, supervisors, venue-in-charge, invigilators, observers and iii) make necessary arrangement for the conduct of examinations and collection of answer-scripts/sheets, Provided that the Commission may hold Screening Test before holding Written Test, in case the number of candidates/r applicants in any category of post is huge; particularly in case of selection of Group-D Staff in the manner as the Commission may deem fit and proper.

CHAPTER VII Evaluation & Personality Test

Evaluation of Answer-Scripts./Sheets : The Commission shall get the answer-scripts/sheets after the written examination evaluated by the examiners/computer based technique and prepare evaluation sheet medium of subject, category and gender wise on the basis of such evaluation. Preparation of list of candidates for Personality Test —

After the evaluation of the answer sheets of the written examination, the Commission shall prepare medium of posts subject, category and gender wise list of the candidates; who shall qualify for personality test on the basis of the marks obtained by him/her in the written test and evaluation of academic and , professional qualification (to be calculated on the basis of statement made in regard to academic qualification by candidate at the time of submission of the application form) taken together and also teaching experience as per Schedules & III, if applicable ; Provided that the qualified candidates for every category (of post) and/or subject (teacher and non-teaching staff) to be called for the personality test in order of merit, shall not exceed 15 times of the number of actual vacancy (ies); Provided further that if more than one candidate scores same marks at the last rank position of the list of qualified candidates, all such candidates at that position shall be called for the personality test.

19. Intimation letter — After preparation of the list of eligible qualified candidates, the Commission shall call the candidates for Personality Test through Registered Post or Speed Post or Courier Service or by any other mode as PART I] THE KOLKATA GAZETTE EXTRAORDINARY, NOVEMBER 1977 Commission may deem fit, mentioning the dates time and venue of Personality Test at least 20 (twenty) days before the Personality Test : Provided that the candidate can also obtain such information from the office or through the Website.

20. Holding and Conduct of Personality Test — The Commission shall hold and conduct personality eligible candidates

forming Personality Test Board(s). 2 i. Formation of Personality Test Board —For the purpose of holding Personality Test in the State/Regional/Area Level Selection Test, the Personality Test Board, to be constituted, shall comprise the following members: (1) For the Post of Headmaster/Headmistress/Superintendent : a. One member: of the West Bengal Madrasah Service Commission, Chairman ; b, An expert having administrative experience, either as Principal of any recognized College or an Officer not below the rank of Dy. Registrar of a recognized University Of West Bengal or Head of a Higher Secondary School/ Madrasah having experience of at least ten(10) years in that capacity, to be appointed by the Commission Member ; c. A Nominee of the West Bengal Board of Madrasah Education not below the rank of Assistant Secretary, Member ; d. A Nominee of the Director of Madrasah Education, not below the rank of Assistant Director, Member. (2) For the post of Assistant Teacher at One member of the West Bengal Madrasah Service Commission, Chairman ; b) An expert of concerned subject having a minimum of ten (10) years teaching experience in a recognized College/ University/Higher Secondary School or Madrasah, to be appointed by the Commission, Member ; c. A Nominee of the West Bengal Board of Madrasah Education not below the rank of Assistant Secretary, Member ; d. A Nominee of the Director of Madrasah Education, not below the rank of Assistant Directors Member. (3) For the Post of Librarian— a) One member of the West Bengal Madrasah Service Commission, Chairman ; b. An expert of concerned subject having a minimum of ten (10) years teaching experience in a recognized College/ University/Higher Secondary School/Madrasah, to be appointed by the Commission, Member ; c. A Nominee of the West Bengal Board of Madrasah Education not below the rank of Assistant Secretary, d. A Nominee of the Director of Madrasah Education, not below the rank of Assistant Director, (4) For the post of Clerk a, One member of the West Bengal Madrasah Service Commission, Chairman ; b: An expert having administrative experience, either as Principal of any recognized College or as an Officer having minimum ten(10) years experience in a recognized University of West Bengal or Head of a Higher Secondary School/Madrasah having experience of at least ten(10) years in that capacity to be appointed by the Commission; Member ; c. A Nominee of the West Bengal Board of Madrasah Education not below the rank of Assistant Secretary, Member ; d. A Nominee of the Director of Madrasah Education, not below the rank of Assistant Director, Member ; e. A Nominee of the Commission not below the rank of Selection Grade Lecturer or equivalent with proficiency in Computer and adequate knowledge in using Computer (including Typing), Member. (i) For the post of Group D a. c. d. One member of the West Bengal Madrasah Service Commission, Chairman ; An expert having administrative experience, either as Principal of any recognized College or as Officer having minimum ten(10) years experience in a recognized University of West Bengal or Head of a Higher Secondary School/Madrasah having experience of at least ten(10) years in that capacity. to be appointed by the Commission, Member ; A Nominee of the West Bengal Board of Madrasah Education not below the rank of Assistant Secretary, Member ; A Nominee of the Director of Madrasah Education, not below the rank of Assistant Director, Member. 878 THE KOLKATA GAZETTE EXTRAORDINARY, NOVEMBER 12, 2010 CHAPTER - Panel & Waiting list 22. Preparation & waiting List(s)— The Commission shall, on the basis of the marks obtained in the written test, evaluation of the academic as well as professional qualification and teaching experience, if applicable, and marks obtained in the personality test and or aptitude test; all added together, and on the basis of the guidelines issued by the commission prepare strictly in order of merit, a) A panel of candidates found fit for recommendations and each such panel shall include names equal to the number of vacancies referred to in sub-rule (3) of rule 9 ; and b) A waiting list. Note : Subject to proviso to sub-rule (1) of Rule 3 if more than one candidate obtain the same aggregate (total marks), the merit position of the candidates shall be determined according to the seniority in age candidates with earlier date of birth shall be preferred and if the aggregate and also the date of birth be the same, "the candidates obtaining higher academic score be preferred ; and if the aggregate date of birth and also the academic score shall be the same, the candidates obtaining higher marks in written examination shall be preferred, 23. Publication of Panel —The Commission shall publish such panel(s) and waiting list(s) candidates in the Commission's Website and the Notice Board of the Commission as well as the Offices of the District Inspector of Schools. Validity Panel (1) Each such panel and Waiting lists prepared by the Commission shall remain valid for one year from the date of acceptance of the panel or the waiting list. (2) Notwithstanding anything contained in sub-rule the Commission may, if it thinks expedient to extend the validity of the panel or waiting list beyond the period of one year for any reasonable cause; the reasons to be recorded in writing, extend the period of

validity of such panel or waiting list for a further period of six months, beyond which the panel or waiting list shall not be extended.

25. Counseling The Commission shall hold counseling of the empanelled candidates on the basis of their combined rank position in relation to the State/Region/Area -level vacancy against which they have been empanelled with a view to recommending the name of the candidate from the panel for appointment against each vacancy. (2) The Commission shall inform empanelled candidates their combined rank as well as their rank against which they have post/subject, category, gender & medium wise and call counseling by registered or Speed post/courier service or any other mode as the Commission may deem fit at least 15 (fifteen) days ahead of the counseling mentioning date & time. Candidates may also obtain such information from the Commission's Website/office of the Commission or the news paper. In case a qualified candidate does not receive the counseling letter, the candidate must appear for counseling on the date and time specified in the counseling schedule available on the Website/at office of the Commission or the news paper, (3) The Commission shall publish & display the lists of vacancies with details in the Commission Website medium in post subject; category wise for Madrasahs at least seven days ahead of the date of counseling. Such relevant list shall be displayed at the counseling venue on the respective counseling date by the Commission. (4) The candidates shall exercise option in the in duplicate as per his choice for selection of only one Madrasah in his relevant empanelled category and medium for being recommended to a post against his category wise rank serial on the basis of availability of vacancies of same nature the material point of time displayed at the Counseling venue on the basis of query regarding allotment of vacancies. The Commission shall preserve one copy of the option exercised by the candidate. The other duly filled by the Chairman of the Personality Test Board, shall be returned to the candidate (S) candidate misses his turn while his name is called for counseling during the counseling session, he may not have the opportunity of availing of the number of Madrasahs which would have been available to him normally in the category and medium against which he has been empanelled. (6) He shall have to sign a declaration of (a) selection and acceptance of the Madrasah as per his choice from the Madrasahs available at the time of his turn during the counseling session

PART II THE KOLKATA GAZETTE EXTRAORDINARY, NOVEMBER 12, 2007 (b) refusal to exercise his option in respect of selection and acceptance of any Madrasah available at the time of his turn during the counselling session, a copy of which will be handed over to the candidate duly countersigned by any member of the Personality Test Board. (7) If a candidate refuses to exercise option for a post or to sign declaration under Sub-rule (6), his/her candidature shall be treated as cancelled. (8) The qualified absentee candidate shall have to exercise option for selection of Madrasah to a post he/she applied for on the date of counselling for such absentee candidates; from among the residual vacancies in his respective empanelled category and medium on the date and time and venue for such a counselling to be intimated through registered speed post and Commission's Website and/or Newspaper or the Notice Board of the Commission. If such candidate remains absent on the intimated specified dates time and venue, as aforesaid, his candidature shall be treated as (9) he candidates in the Waiting list, if necessary, may be called for counseling in case of refusal under Sub-rule (7) of this rule and in case of absentee under Rule 25 and in case of non-joining of the recommended candidate within the stipulated or extended period. (10) The recommended candidate may be called for re-counseling, if necessary, in case of non-existence of vacancy reported or any dispute relating to the vacancy/post against which the candidate was recommended, 26. Recommendation (1) the Commission shall recommend the name of only one candidate against each vacancy as per his/her option/choice exercised/ given under sub-rule (4) of; rule 25 and a copy of the letter recommending the name shall be sent through Registered Post/Speed Post With acknowledgment due or Courier Service or by any other mode as the Commission may deem fit, to the candidate as well as to the concerned authority, of the Madrasah, where the particular vacancy exists. (2) In case of any dispute, difficulty, confusion or any problem regarding the vacancy against which recommendation has been made, the matter shall immediately be brought to the Commission so that it may take further step to recommend his/her name for any other appropriate vacancy. (3) The recommendation letter shall remain valid for a period of 90 (ninety) days from the date of dispatch. Provided that the Commission may, if it thinks expedient to extend the validity of recommendation beyond the period of ninety days for any reasonable cause, for the reasons to be recorded in-writing, extend the period of validity of such recommendation for a further period not exceeding 60 (sixty) days. (4) After recommendation, if it is

detected that the candidate' has misrepresented facts relating to his/her recommendation shall be cancelled. 27, Baron recommendation —Notwithstanding anything contained in the name of a person under Rule 26.— (a) who, at the time of submission of application or after submission of application is recommended to a post in Madrasah on the basis of counseling conducted by the Commission and continues his/her service as such, but has not completed continuous one year's approved service in the said post of lower scale or two years approved service in the said post of same scale ; (b) who, while in service, having obtained required qualification for being considered for the post applied for, fails to submit before the Commission the requisite document of his approved study leave, any kind of leave for the purpose of higher studies or permission from the, appropriate authority for prosecuting the studies appearing at the examination of higher degree relevant to the post for which she/he has been selected', 28. Issue of appointment letter —The concerned Madrasah authority—Managing Committee/Ad-hoc Committee/ Administrator/authorized person shall, on the basis of such recommendation of the commission, issue appointment letter to the candidate by registered post with AD/speed post within the stipulated period. Note .-1 In absence of Managing Committee/Ad-hoc Committee/Administrator, the Head of the Madrasah—the Headmaster/Headmistress/Superintendent in-charge, as the case may be; shall issue appointment letter. The same shall be ratified/vetted by resolution be adopted in the first meeting/sitting by the Managing Committee/ Administrator. 880 THE KOLKATA GAZETTE EXTRAORDINARY, NOVEMBER 12. 2010 Note In case of non-issuance of appointment letter: the same shall be intimated to the Commission immediately with explanation/reason, •The Commission shall refer/send the explanation to the Director of Madrasah Education, for opinion, The Commission shall act on the basis of such opinion of the Director

29. Failure to appoint—Effect If the Madrasah authority—Managing Committee/Ad-hoc Committee or the Administrator or the Head of the Madrasah* as the case may be, does not issue appointment letter to the recommended candidate without reasonable ground or does not intimate the Commission about the same •with explanation, the commission shall recommend to the State Government for necessary steps in accordance with the Section 12 of the Act and the commission shall not recommend any other name to any post in that Madrasah till the clearance from the State Government. Joining receipt of the appointment letter from the Madrasah authority, the candidate shall join the post within the stipulated period as mentioned in the appointment letter or the maximum period provided in these rules if allowed by the Madrasah authority on his/her prayer, 31, Effect of non - joining : If a) a recommended candidate i) refuses to accept appointment or appointment letter is returned, or ii) does not join the post within the stipulated period after getting the appointment letter, or b) the Commission gets any information from Madrasah or from the District Inspector of Schools (SE), or (that a candidate recommended for appointment has not accepted the offer of appointment within the stipulated periods The Commission may cancel or withdraw the recommendation, strike off the name of such candidate from the panel and recommend (the name of a candidate from the waiting list strictly in order of merit within the validity period of the panel and waiting list

CHAPTER X Provision for Recruitment/ Appointment on compassionate ground (Section 24) Please see West Bengal Madrasah Service Commission (Amendment) Act, 2010, 32* (I) Quota : Maximum (upto) of the vacancies of each category barring those of HM/Superintendent may be filled up by eligible candidates on compassionate ground, (2) Criteria : When a staff -teaching or non - teaching, a) dies in harness before the date of superannuation, i.e. the age of 60 years leaving his/her family in such extreme financial hardship that it fails to provide two square meals and other essentials (bare necessities) to the surviving members of the deceased's family, or b) becomes permanently incapacitated by accident or on medical ground in the opinion of the Medical Board before attaining 58 years of age and is allowed by the Director of Madrasah Education West Bengal to retire on and from the date prayed for and by virtue of his/her early retirement, if the family is in such extreme financial hardship that it fails to provide two square meals and other essentials (bare necessities) to the family members of the retired staff; a family member (spouse, son or daughter) may be appointed on compassionate ground to a post suitable to his/her qualification subject to the condition laid down hereinafter in sub-rule (3) of this Rule and following the procedures stated later (3) Conditions : The dependant family member* other than the spouse of the deceased/Permanently incapacitated teacher (a) Under Rule 32(2) (a) or (b) seeking appointment on compassionate ground* and to look after and maintain the dependant member(s) of the

deceased/permanently incapacitated staff, namely the incapacitated staff and his/her spouse, if appointed, have to swear an affidavit in the prescribed format before the First Class Judicial Magistrate in this regard* authenticated copy of which shall have to be submitted along with the application for appointment on compassionate ground. PART II THE KOLKATA EXTRAORDINARY NOVEMBER 12 2010 Provided that in case of spouse, the aforesaid condition of swearing an affidavit is not required if he/she does not remarry, in case of re-marriage after appointment on compassionate ground, the aforesaid condition shall apply, Before draw of salary after re-marriage, he/she shall have to swear the affidavit in the prescribed format. c) The failure to perform the duty to the dependent member (s) shall entail termination of the appointment/service. Note : i) The dependent spouse/member(s) may inform the District Inspector (SE) (the authorized person about the non-performance of the duty, if so, by the person appointed on compassionate ground, who may stop the salary for the time being and hear both the parties and settle the matter by proper direction and release salary. ii) If the spouse/dependent member (s) again report (s) negligence/deliction of duty by the appointed person, the District Inspector of Schools (SE) (the authorized person may direct the Madrasah Authority to give certain amount of the salary to the spouse/dependent member (s). iii) If the appointed candidate is not agreed with that, the District Inspector of Schools (SE) (the authorized person shall refer the matter to the Director of Madrasah Education, West Bengal with the proposal for termination of service, Director of Madrasah Education, West Bengal shall take necessary action in this regard. (4) Limitation : Only one eligible member of the family may be appointed under the provision of the Rule. In case of appointment of a dependent member of the deceased/permanently incapacitated teacher or non-teaching staff other than the spouse, the decision of the incapacitated teacher/staff or the spouse of the deceased shall be final, In case of absence of the both, the decision of the majority of the dependent members to be recorded by Affidavit before the First Class Executive/Judicial Magistrate, shall be final. (5) Application : The spouse or an approved staff subject to any criterion and condition laid down in sub-rule (2) and (3) respectively of this Rule having requisite qualification for any post, not below 18 years of age and not above 45 years of age, may apply in writing in the prescribed format within two years of the death as per sub-rule 32 (2) (a) or approval of premature retirement of the approved staff as per sub-rule 32 (2) (b) to the District Inspector of Schools (SE) concerned or any authorized person for appointment on compassionate ground : Provided that in case of ineligibility of the spouse and under-age of the dependent wards, the application may be made beyond two years but within four years from the date of death/incapacity as the case may be on attainment of the minimum age and/or academic eligibility, (6) Enlistment : The District Inspector of Schools (SE) any authorized officer concerned shall process the applications under the names of all eligible applicants praying for appointments on compassionate ground in separate registers, In case of rejection of any prayer, the same shall be intimated to the applicant with reason. (7) Forwarding : The District Inspector of Schools (SE) shall forward all such names of the enlisted candidates with recommendations mentioning particulars like educational qualifications, address, date of birth, choice of posting (area) along with authenticated copies of certificates of qualifications, birth, etc, to the Commission with an intimation to the applicants. (8) Panel (s) : The Commission shall maintain such information in separate registers or databases mentioning the date of receipt of such applications from the concerned District Inspector of Schools (SE) or authorized officer. Thereafter, the Commission shall prepare the panel (s) and dispose them in accordance with the provisions of Rules 8 (3) & 26. (9) Scope of recommendation : Recommendation (Under Rule 26/employment on compassionate ground is not confined to the Madrasah where the deceased/incapacitated teacher or non-teaching staff had worked and been working, It shall be made/given anywhere within the surrounding area of the residence of applicant or district or region or State, as the case may be, depending upon the availability of suitable vacancy (ies), if not available in the said Madrasah/Madrasah nearer to his/her residence which is convenient to him/her, as per his/her choice under Rule 25 of this Rule. The convenience and choice of a female candidate shall be given preference over a male candidate. (10) Issue of Appointment Letter : The provision of Rule 28 shall apply mutatis mutandis in case of compassionate ground. Explanation : The expression "Financial hardship" in relation to income of deceased/permanently incapacitated Teacher or non-teaching staff consisting of up to five members in his family, shall mean an amount of income less than the initial gross salary of Group 'D' staff of the State Government at the material point of time. For computation of income of such family, an income of an amount earned by each family member from any other sources than Provident Fund shall be included. 1 THE

KOLKATA GAZETTE EXTRAORDINARY NOVEMBER 12 2010 Fund, Gratuity and 40% of Family Pension of the first seven years or upon the attainment of sixty seven age of the deceased teacher had he been alive, whichever is earlier, at the material point of time, shall be taken into account : Provided that if the family of the deceased/permanently incapacitated teacher or non-teaching staff exceeds members, the income so computed under this explanation shall be reduced by 20% for each member exceeding five and the so arrived at, shall be taken into consideration in computing the income for the purpose of comparing it with the gross income of Group 'D' staff at the initial stage at the material point of time NB. The calculation should be made as per fixation under the ROPA Rules prevailing at that material point of time.

CHAPTER XI Provision regarding transfer and mutual transfer (Section 8) Please see the West Bengal Madrasah Service Commission (Amendment) Act* 2010 33. Transfer : An approved teacher or non-teaching staff of recognized non-Government aided Madrasah may be transferred from one Madrasah to another.

(1) Conditions : a) b) c) d) e) f) g) The applicant (teacher or non-teaching staff) must be full-time approved staff. He/she must have been confirmed in his/her service, An approved teacher or non-teaching staff shall be eligible to apply for transfer only after the confirmation of his/her service. The vacancy against which the applicant is to be recommended for appointment on transfer, must conform category and or subject of the applicant's appointment in the present Madrasah. The applicant (teacher or non-teaching staff) shall, after transfer, draw the pay he/she drew in his/her present Madrasah. No TA/DA or transfer grant for such transfer is admissible/shall be claimed* No staff shall get the benefit of more than one transfer in the same category of post. (2) Procedure : a) b) c) d) e) f) The teacher/non-teaching staff seeking transfer shall have to apply in the prescribed format (with an address copy direct) to the district Inspector Of Schools (SE) in case of transfer within the District or to the Director Madrasah Education, W. B. in case of transfer from one district to another, through proper channel necessary document(s), The Madrasah Authority/the Head of the Madrasah in case of absence of Madrasah Authority, shall forward application along with relevant papers to the District Inspector of Schools (SE)/authorized officer with days from the date of submission of the application* The district Inspector of Schools (SE)/authorized officer concerned shall forward the same comment/views to the Commission direct in case of transfer within the district or to the Director of Madrasah Education* W* case of transfer from one district to another, within 15 days from the date of receipt of such application. Director of Madrasah Education, after scrutiny, shall forward the case (inter-district transfer) with comment to the Commission* The Director of Madrasah Education may do the same on the basis of advance copy of application if the same is not received by the Director of Madrasah Education within 35 days after submission (application). The Commission shall recommend the name of the candidate to the vacancy applied for, if suitable or to a suitable vacancy in order of preference of the candidate after counselling. The Commission shall recommend a suitable candidate to fill up the vacancy so occurred due to such transfer from the panel as and when prepared* the total number of vacancy remaining the same*. Note The applicant may not exercise choice if none of the available vacancies is convenient to him/her and a future vacancy. g) The concerned Madrasah Authority/the Head of the Madrasah in absence of Madrasah Authority shall, on basis of such recommendation of the Commission, issue appointment letter to the candidate by registered with AD/Speed Post within the stipulated period as per Rule 28. PART II h) i) THE KOLKATA GAZETTE* 80 The Madrasah Authority/the Head of the applicant's Madrasah in absence of Madrasah Authority, shall release him/her with Release Order. Last Pay Certificate, etc. as per application for release a copy of appointment letter, to join the new Madrasah, In case of failure on the part of the Madrasah Authority or the Head of the Madrasah to release, the applicant shall apply to the concerned District Inspector of Schools (SE)/authorized officer who shall take necessary steps for immediate release along with necessary certificate (shaper (s) or he/she will release the applicant. Note : a) b) c) d) If there are more than one candidate (applicant) for a particular vacancy, the senior most candidate in service shall get preference. If two or more applicants having same length of service, the female candidates if any, shall get preference. Among the female candidates, the unmarried one shall get priority over the married one. If the service length of more than one candidate of the *sex (subject to Note ; b) be the same, the person having seniority in age shall get preference. • If the service length and age of more than one candidate be the same, the person having better/highest academic qualification shall get preference

34. Mutual transfer Mutual transfer of two teachers or non-teaching staff of two different Madrasahs holding the posts of the same category and/or subject in the same scale • Of pay (except Hons. (PG category)), may be allowed. (1) Conditions If two teachers or non-teaching staff of the same category of

posi and/or subject, of two different Madrasahs are agreed to mutual transfer among themselves, they may apply subject to the following conditions— a) The applicants (teachers/non-teaching staff) must be full time approved staff. b) Both the applicants (approved staff) must have been confirmed in their present services. c) neapproved teachers or non-teaching staff shall be eligible to apply for mutual transfer only after the confirmation of their services. d) must belong to the same category of post and/or same subject in the same scale of Pay (except Hons./PG category), Note : In case of Hons./PG category, mutual transfer between Hons. and PG candidates may be allowed though the scales of pay (Hons. & PG) are different. e) The applicant teachers or non-teaching staff shall, after mutual transfer, draw the pay he/she drew in his/her previous Madrasah. f) No TA/DA or any grant for such transfer is admissible/shall be claimed. g) No male teacher is allowed mutual to a Girls' Madrasah. However, male non-teaching staff may be allowed mutual transfer to a Girls' Madrasah provided that there is at least one female non-teaching staff. (2) Procedure

a) b) c) d) The willing teachers/non-teaching staff of two different Madrasahs agreed to mutual transfer shall have to submit joint application (s) in the prescribed format along with necessary papers to the Inspector of Schools (SE) in case of mutual transfer within the or the of Madrasah Education in case of mutual transfer from one district to another through proper channel with an advance copy. The Madrasah Authority or the Head of the Madrasah in case of absence of Madrasah Authority. Shall forward the application along with relevant papers to the District Inspector of Schools (SE) authorized officer within 15 days from the date of submission of the application. The District Inspector of Schools (SE)/authorized officer concerned shall forward the same to the Commission in case of mutual transfer within the district and to the Director of Madrasah Education, W.B, in case of mutual transfer from one district to another within 15 days from the date of receipt of such application, Note ; The District Inspector of Schools (SE) concerned may send the case on the basis of advance copy of applications if the same is not received by the District Inspector of Schools (SE)/authorized officer. within 20 days from the date of submission of the applications. The District Inspector of Schools (SE) Director of Madrasah Education, W.B. as the case may be after scrutiny, shall forward the prayer for mutual transfer to the Commission. Note The Director of Madrasah Education may do the same on the basis of advance copy of application(s) if the same is not received by the Director of Madrasah Education within 35 days after submission of the application.

THE KOLKATA GAZETTE EXTRAORDINARY NOVEMBER 12.2010 The Commission shall. recommend and communicate the same to the concerned Madrasahs recommending: e) appointment of incoming teacher/non-teaching staff and release of outgoing teacher/non-teaching staff. f) The Madrasah Authorities/the Heads of both the Madrasahs in absence of Madrasah Authority shall release the existing staff and allow the staff of other Madrasah to join the Madrasah as per recommendation of the Commission, Note : Both the candidates and the Madrasahs shall consult beforehand about the reciprocal release and joining (appointment) of the candidates on- mutual transfer.

CHAPTER XII Miscellaneous Carry forward of vacancies which have not filled up for unsuitability of candidates or for any other reasons, as the Commission may be ordered mention, shall be carried forward and included with the vacancies of the next year : Provided that if the Commission considers so to do, it may re-advertise those vacancies to be filled up in accordance with the provisions of these rules* 36* : (1) If any question/doubt/confusion arises regarding taking any decision of the Commission. a reference shall be made to the State Government and the decision taken by it shall be final. (2) In regard to the interpretation of any provision of these rules, the decision of the State Government shall be final. Savings (1) Nothing in the rules shall affect relaxation of age limit and other concessions as are required to be provided to candidates for recruitment on compassionate ground in accordance with the orders issued by the State Government from time to time, (2) Nothing in these Rules shall affect any act done or cause to be done in accordance with the provisions of the earlier Rules made or orders issued before coming into force of these rules.

4 Age limit Up to 35 years for Post of Headmistress/ Headmistress in High Madrasah/Higher Secondary Madrasah. SCHEDULE I [See rules 3 and 4] Educational: qualification Including professional eligibility, Experience, Caste Qualification & Academic Eligibility Meqter's Degree from a UGC recognized University with at least 45% marks in average at the Secondary level and Higher Secondary Level taken together* 40% marks in the subject at the Honours Level or 45% marks at the Pass Level for a candidate without having honours degree 40% Marks (at the Postgraduate Note (g) case of fraction, the digit shall be taken into consideration for computation of percentage* the same is the next digit be taken into account/consideration such computation* Provided that the above

criteria of marks shall apply to an approved Esfdañyster/Idgadmistrus Jmitigh/I Ilgh/i-ligher Second* Sebwa!or and Superintendent (hii9lñg -es*ent eligibil* {W) Oi',Sénlor Müdeosoh L (H) R'Dégre€/Dtp10md' in Bachelor of Teaching/tâaghelof of EducationiPost.Oraduâte•Baqie lhtnlñg from any recognized Univer• slty or; dtsy training/equlvgl#ßt degrée/dlplqma vegognized by the State Government, as equivalent to Bachelor of Edu, caliorJPost*Grodoat• Basic Training (from A Tr#inlñg Ingti* duly by the National C01 {nclâ Teacher Education (NCTE) in the session, Superintendent of Senior Madrasah* JuaiOt Mâdmsah* KOLKATA GAZETTE* EXTRAORDINARY NOVEMBER 12.20 (iii) Experience : Ten years' continuous teaching experience in aVproved service in a jr. HighfHighÆligher Secondary Schooi Madrasah/Senior Madrasah or more than one, recog•tized by the West Renged BoardofSeconda:y Education/West Bengal Board of Madrasah Education/West Bengal Council of Higher Segondary Education on the last dGte ofsubmission of application in to advertisement. (iv.) Others : Knowledge Of Madrasah Education System, Islamic Studies & Culture. Essentißl (i) Qualification & Academic EligibNity : Mumtazui Muhaddethjn/Mumtazul Fuquha/Mumtazul Udaba with Kami!/Kami} (General)/Kami) Honsr from the West Bengal Board of Madrasah Education/Aliah University having at least 45% marks in average at Alim Level and Fazil Level taken together, 40% marks at the KemiV Hons. Level! and MM/MF/MU Level ; Or, Mumtazul Muhaddethinmumtazui Fuquha/Mumtazul Udaba without Kamil(KamiJ (GeneralYKamil Hons. but with Grâduate/Post*Graduate Degree having at least 45% marks in average atthe Alim Level and Fanl Level taken together, and 45% marks either at the MM/MF/MU kevel or at the Graduation/Post•Graduation Level ; Note: a) In case cf fraction, the nearest digit be taken into consideration for computation of percentage. Ifthe same is 85T the next Odigit shall be taken into account/considctation in such computation. b) Provided that the above criteria of marks shall not apply to an approved Headmaster/Headmistress of Jr. High/High/Higher Secondary School or Madrasah and Superintendent (hwing essential eligibiiftly) ofSenior Madrasah ; ii) Training : Degree in BachelorofTegching/Bacheior of Education/ Post•Graduate Basic Training from any recognized Vniversity or any training recognized by the State Government of West Benge! as equivalent to Bachelor of Teaching/Bachelor of Education/P0\$t- Graduate Basic Training (from' a Training Institution) duw recognized by the National Council for Teacher Education (NCTE)/ Rehabilitations Council of India (RCI) in the relevant academic session. (iii) Experience : Ten years*continuous teaching experjeenee In approved service in a Jr. High/High/Eigher Secondary Madngah School/Senior Madrasah or more than one, recognized by the Woe Y. 885 Up to 55 Years Bengal Board of Madrasah Education/ West Bengal Board Of Secondary Education/West Bengal Council of Higher Secondary Education on the last date ofsubmission of gpplYcation in response to advertisement. Eigential (i) Quahfleation Academic Eligibility : Up to yeane Degree from WGC reecognird University with least 43% the Secondary Lævel and Higher Secondary Levej fak#n together, marks in the Honours subject gt the or Pass Level for a candidate without having marks ut the Post*Graduate Level. Note : a) In case of fraction, the neare5t digit be taken sideration for computation of percentage. Itthe some it {be digit shall be taken into account/c0fi9idCfB\$ion in Aich computfitionz Provided thßt the above criteria of marks sisal! not to proved HeadmasterÆicadmistrcegs of Jn School or Madrasah and Superintendent (haying *figibity) of Senior Madrasah, (5) Tn/ning Bachelor of ate Basic Truining from any recognized Unlyersfty or Any by the Stata Oovemment as equiya!ent to Bacheior of Teoche inVBochelor ofEdocqtion/Pogr•Graduatg Basic mining (from TUWh" erg' Trglm;ng Institution) duly recov)lzed by the National Council for 886 THE KOLKATA GAZETTE EXTRAORDINARY NOVEMBER 12 2010 Teacher Education (NCTE) Rehabilitation Council of India (RCI) in the relevant academic session. (iii) Experience Five years' continuous teaching experience in approved service in a Higher Secondary/High School/High Madrasah/ Jr. High Madrasah/Jr. High School/Senior -Madrasah or more than recognized by the West Beigal• Board of Secondary Education/ West Bengal Council d Higher Secondary Education/ West Bengal Board of Nfadrrasah Education on the date of advertisement. (W) Others Knowlédge ofMadrasah Education System, Islamic Stud- ies and Culture. Assistant Teacher o X Essential : (i) Bachelor's Degree with Honours•or Master's De- High Madrasah/Seaior gree in the concerned subject from any UGC recognized University : Prévided that for the post of Assistant Teacher in Biological Sci- Madrasah/Junior. High Madrasah for the posts encekacanüidatp must hive Honours/Master's Degree in the. concerned PART Minimum 20yrs« and maximum 37 in In case of service approvec teaching and none teaching stafT> thi meant for HonoursfPost• Graduate vacancies. Assistant Teacher. of High Madrasah/Senior Madrasah/Junior• High

Madrasah for • the post of Arabic in language Group in the Hons./ Post-Graduate category. Assistant Teacher. in Advance Arabic (Islam (Group) equivalent to Hons./Post-Graduate category in High/Sr. Madrasah, Assistant eac%ão High Madrasah/Senior Madrasah/Junior High Madrasah for the posts meant for Pass vacan- subjéct. Explanation 9 For the purpose of this sub-clause, "concerned subject in relation to B iological Science means Zoology;Botány or Physiology. (ii) Kxpwl\$dge of Madrasah Education System, Islamic Studies and maximum age limi is not applicable. Culture. B. Deöi'ra\$!e : • Bachelor of TeachingiBachelor of EducatioWPost- GraduateBasic Traihing frqm any recognized University or any train? ing recognized by the State Government Of West Bengal as equivalent to Bachelor of Teaching/Bachelor of Education/Post&aduate Basic Training (from a Teachers' Training Institution) duly recognized by the Natidnål Council for Teacher Education (NCTE)/Rehabilitation Coun- cil Of India (RCI) in the relevant academic session. Essential : (i) Kamil (Hons,) or Mumtazul Muhaddethin/Mumtazul FuquhatMumtâzul Udaba with Kamil/Kamit (General)/Kamil Hons. from the West Bengal Board of Madrasah Education/Aliah University or any other. recognized university. B* Desirable : Bachelor of Teaching/Bachelor of EducatioWPost-Gradu- ate Basic Training from any reconized University or any training recog, nized by the State Government of West Bengal as equivalent to Bach* elor of Teaching/Bachelor of EducatiordPost-Graduate Basic Training (from a Teachers' Training Institution) duly recognized by the National Council for Teacher Education (NCTE)/Rehabilitation Council of India (RCI) in the relevant academic session* A. Essential ; Kamil (Hons,) or Murntazu\ Muhaddethin/Mumtazul Fuquha/Mumtazul Udaba with Kamilkamil (GeneralYKamil Hons. from the West Bengal Board ofMadrasah Education/Aliatr University or any other recognized university Desirable : i) Degee it) Bachelor of Teaching/Bache!or of Educa- tion/Post-Graduate Basic Training from any recognized university any training recognizedbY the State Govenment as equivalence*tobachelor of TeachingBachelorof EducatiOnmost-Graduate Basic Training (from a Teachers' Training Institution) duly recognized by the National Council for Teacher Education (NCTE)/Rehabilitaion council of India (RCI) in the relevant academic" session. Qualification : •Essential : (i) Bachelor's Degree from *any UGC recognized university having concerned subject as combination subject of at least 300 marks at the degree level (or 200 marks in the old dekree courses) Ditto Ditto Ditto NOVEMBER 2010 TfIE Assistant Teacher the post of Woü Education in different types of Madrasah* Note the pst c;CAesi\$tant Teacher in Pure Science group a con- didate should Eave at {east eny two of the following subjects Chemistry, Physics and Mathematics as combination of subjects. Note 21—For the post of Assistant Teacher in Bioscience, a candidete should have at least any two of the following subjects namely Zoology, Botany and Physiology, as combination of subjects. Note 3 subclauses a Bachelor's degreeas stated above shall not include a Special B. As Xin any subject* (ii) Knowledge of Madrasah Education System, Islamic Studies and Culture B; Desirable Degree ili Bachelor of TeachinYBache!or of Education/Post»Graduete Basic Training from any recognized Univetsity or any training recog• nized by the State Govenment as equivalent to Bachelor of Teaching! Bachelor of Education/Post"Graduate Basic Training (from a Teachers 'Training Institution) duly recögnind by the National council for Teacher Education (NCTE)/Rehabilitaion council of india (RCI) in the relevant academic session : A* Essential : (i) Kzmi} ot MM/MF/MU without KamiVKamil {Hens.) from West Bengal Beard of Madrasah Edocatioa/Alimh Niwiversity or Bachelor's degree in General Stream in Ans/Science!Comu merce from any VGC recognized University with Post Graduate Easic Training/B* or its equivalent haying Work Educaiiion zs methed suyrject in reguhr course (from a Teachers' Training Institution) dely ree ognized by the National Council for Teacher Education (NCTF») in the rcl ev&Gt academic session ; or, I Exhg!cx's Degree in Gene{ai Siltam in Ans/Science/Commerce course i with degree/diplo?na in Art & Craft from any Institution duly recog- by any. UGC recognized University/ from any UGC recc;gnized Univetsity ; Bache'or*s Degreeé in General Stream in Arts/Scieøce/Commerce Nith Certificate in Tailoring and needle worWFashion or Appwel Design (at least 2 years course) from any Institution duly recogniz;d by A!CTE any UGC recognized aay UCC æcFized Uriversity * Bachelor % Degree in Genera} Stream in Arts/Science/Conercc With least 2 years course Degree/Dip!oma in the Work Education awarded by tRyUEivesity cr any Department o\$the Siäte ; Bachelor Degree in Rome, Science or Agriculture cr cf Science in Computer Science/Intonnatiooro Technologyot sy;tems from any VCC University ; Gi) Knowledge of Madrasah Education System, Islamic and Cukvre Degree of Basic 7rai:ziag from any recognized Ursivcmity or any trsiäing n{zed by the State Coversmct- as equivg*nt to Bacheicr cf Teaching/ Bachelor of Basic Training

Teachers' Training Institutions) duly recognized by the West Bengal Board of Madrasah Education/Aliah University or any other recognized University. (i) MM/MF/MU without Kamil/Kamil (General) from the West Bengal Board of Madrasah Education/Aliah University or any other recognized University. (ii) Knowledge of Madrasah Education System, Islamic Studies and Culture. Assistant Teacher in Advance Arabic (Islamic Parichay)/Theology Group equivalent to pass graduate category in High/Senior Madrasah. A. Essential : Mumtazul Muhaddethini Mumtazul Fuquha/Mumtazul Uddin without Kamil/Kamil (Hons.) or Kamil/Kamil (General) from the West Bengal Board of Madrasah Education/Aliah University or any other recognized University. B. Desirable : Degree in Bachelor of Teaching/Bachelor of Education/Post-Graduate Basic Training from any recognized University or any training recognized by the State Government as equivalent to Bachelor of Teaching/Bachelor of Education/Post-Graduate Basic Training (from a Teachers' Training Institution) duly recognized by the National Council for Teacher Education (NCTE)/Rehabilitation Council of India (RCI) in the relevant academic session : Assistant Teacher for Essential the post of Arabic in Mumtazul Muhaddethini/Mumtazul Fuquha/Mumtazul Uddin Language Group in the without Kamil/Kamil (General)/Kamil (Hons.)/Kamil/Kamil (General) Pass Graduate category. Assistant Teacher (Undergraduate category) for the post of Arabic Assistant Teacher (Undergraduate category) for the post of General Subjects Librarian (from the West Bengal Board of Madrasah Education/Aliah University or any other recognized University). B. Desirable : Degree in Bachelor of Teaching/Bachelor of Education/Post-Graduate Basic Training from any recognized University or any training recognized by the State Government as equivalent to Bachelor of Teaching/Bachelor of Education/Post-Graduate Basic Training (from a Teachers' Training Institution) duly recognized by the National Council for Teacher Education (NCTE)/Rehabilitation Council of India (RCI) in the relevant academic session : A. Essential : Fasil held from 1993 onwards and M.M. prior to that of West Bengal Board of Madrasah Education. Desirable : Junior Basic Training or any training recognized by the State Govt. as equivalent Basic Training (from a Teachers' Training Institution) duly recognized by the NCTE in the relevant academic session, A, Essential (i) Higher Secondary with Urdu or Bengali as the case may be from the West Bengal Council of Higher Secondary Education or equivalent. (ii) Knowledge of Madrasah Education System, Islamic Studies and Desirable Basic Training/Principles Teachers' Training or any training recognized (by the State as equivalent 'Basic Training (from a Teachers' Training Institution) duly recognized by the (NCTE) in the relevant academic session, Essential : (i) (General) MM without Kamil/Kamil (General) or Bachelor's Degree in General Streams in Arts/Science/Commerce with Arabic at the 10th Level Public Examination or any subsequent public examination as regular/external/private candidate or through distance mode of education; correspondence course, or Library Science of at least one years duration regular/external/private candidate or through distance mode of education/correspondence course. (iii) Knowledge of Madrasah Education System, Islamic Studies and Culture. PART I Ditto Ditto Ditto Ditto Ditto PART II 16, No, 3, 4, 5, 6

7. Clerk GAZETTE EXTRAORDINARY NOVEMBER 12 2010 Essential : (i) Passed Madhyamik/High Madrasah/Alim Examination or its equivalent or old in lieu of Madhyamik or its equivalent* 889 Minimum 18 yrs. ; & maximum 37 yrs as on 1st Jan of the year of advertisement. (ii) Knowledge of Madrasah Education System, Islamic Studies and Relaxable in case of candidate for Desirable : appointment on Knowledge and Skill in operating and using computer including compassionate typing. ground. Group A D t (including (i) Passed Class VIII from any School/Madrasah recognized by or Lab Attendant) affiliated to the West Bengal Board Of Secondary Education/West Bengal Board of Madrasah Education/or equivalent/any approved Madrasah or Madhyamik Shiksha Kendra under Minority Affairs & Madrasah Education Department/Madhyamik Shiksha Kendra under Panchayet & Rural Development Department. (ii) Knowledge of Madrasah Education System, Islamic Studies and Culture. SCHEDULE 11 Weightage on Different Items of Evaluation Written test • Essential Higher Experience* Qualification & Qualification* Ditto Typing skill & Computer proficiency Name of the posts Posts of Headmaster/ Headmistress in High Madrasah (Higher Secondary Madrasah Superintendent of Senior Madrasah Headmaster/Headmistress of Junior High Madrasah Assistant Teacher of High or Higher

Seco: idary Madrasah! Senior , Madrasah/Junior High Madrasah for the posts meant for Honours/Post Graduate vacancies Assistant Teacher of High Madrasah/Junior High Madrasah for the post of Arabic in Language Group in the hQV\$.! Post-Graduate Assistant Teacher in 55 70 70 70 training 25 25 25 25 3 3 3 7 7 7 Advancu (Islam Parichoy)fTheology (Group) equivalent to Hons./Post- Graduate category, in High/ H S/Sr. Madrasah Assistant Teacher of High Madrasah/Junior High Madrasah for the posts meant for Pass vacancies. Personality 10 5 5 5 5 THE KOLKATA GAZETTE 8. 9* 11. 12. 13 14. 16, Name of the posts Assistant Teacher for the post of Work Education in different types of Madrasah Assistant Teacher for the post of Physical Education in different types of Madrasah Assistant Teacher in Advance Arabic (Islam Group) equivalent to pass graduate category in High S/Sr. Madrasah Assistant Teacher for the post of Arabic in Language Group in the category. Assistant Teacher (Under graduate category) the post of Arabic Assistant Teacher (Under graduate category) for the post of Genl. Subjects Clerk Group O' and Lab Attendant Higher Experience* Written test Essential 70 70 7 70 Qualification & Qualification* 25 25 25 23 35 (25+10) 35 20 70 15 PART I Personality Typing skill & Computer proficiency 5 5 5 15 (including 5 marks on ular activi- 15 (including 5 marks on ular activi- 15 (15+10) Higher Qualification i) M, Phil. : 2 marks, ii) Ds : 3 marks (Ph. holders shall not get any extra credit for having Phil) For High/Junior Secondary/Senior Madrasahs : i) 10 years—Nil ii) Above 10 years but up to 13 years—2 marks, iii) Above 13 years but up to 16 years—4 marks, iv) Above 16 years but up to 18 years—5 marks, v) Above 18 years but up to 20 years—6 marks, vi) Above 20 years—7 marks. B. For Junior High Madrasahs : i) ii) iii) v) 05 years—Nil Above 05 years but up to 08 marks; Above years but up to 11 marks, i) 1 years but up to 4 marks, Above 14 years but up to 17 years—4 marks, PART THE KOLKATA GAZETTE 8, NOVEMBER 89; vi) Above 17 years but up to 20 years—5 marks, vii) Above 20 years—7 marks. Credit shall be given on participation/performance at the level of participation* not more than one mark in each category of activities. (Appearance before the Personality Test Board is compulsory) SCHEDULE Manner of Evaluation of Academic and professional qualifications for selection to the post of Teachers TABLE NO. 1 Manner of evaluation of academic qualifications including professional qualifications for the post of Headmaster/Headmistress in Junior High/high Madrasah/Junior Secondary 2. 3.1 4, 6. Examination Passed in High Madrasah/Alim/MP/SF or its equivalent or 10+2 University/University Entrance/Intermediate or its equivalent Old HS in lieu of Examinations noted against Sl. No. a) Bachelor's degree in Hons. (regular/ external/private mode or distance mode/ correspondence course), or b) Bachelor's degree in Pass Courses or c) Degree with Spl. Proficiency [Condensed Hons.] Approved Proficiency Courses Post-Graduate Degree (regular/correspondence course or in Distance mode) Degree/diploma in teachers' Training (B.Ed. ES*/PGBT/PGT or its equivalent) in regular/correspondence course or in Distance mode from a Teachers' Training Institution notified by the NCTE/RCI in the relevant academic session Full Award of Marks Marks 1st Div. 25 5 6 6 3 3 5 5 10 6 6 6 13 class 4 5 3 3 6 4 Remarks Holders of Degree/Condensed Hons./Proficiency Courses be allotted any additional marks for pass course degree 892 KOLKATA GAZETTE EXTRAORDINARY NOVEMBER 12 2010 TABLE NO. 2 % 1 LRTi 21 Manner of evaluation of academic qualifications including professional qualifications for selection to the post of Superintendent in Senior Madrasah Remarks Other 1) iv/Class 4. 6, Examination passed in High Madrasah/Alim/MP/SF or its equivalent or 10+2 University/University Entrance/Intermediate or its equivalent Old HS in lieu of Examinations noted against Sl. Nos. 1 & 2 a) Kamil Hons. from WB BNUE/Aliah University (regular/external/private mode or distance mode/correspondence or b) Kamil General degree or MNt/fMF/MU without Kamil; Kamil General/Kamil Hons. SdN•f/NfF/MU with Kamil/Kamil General-Kamil (Hons), or Graduate/Post Graduate Degree (regular/correspondence course or in Distance Mode/private/ external/Degree with Spl. E•Hons./Condensed Hons. Graduation/Post Graduation Degree for those M*WMF/MU without Kamil/Kamil (Genesai) Kamil (Hons.) in lieu of SIE No. 5* in teachers' (B. Ed*/B.TuPGBT/PGT or its equivalent). in regular correspondence course or in Distance mode from a Teachers' Training institution recognized by the NCTE/RCI in the relevant academic Award of Mark* Marks 5 5 10 6 6 6 3 1 Div *Class 5 6 6 6 3 2nd Div/ Class 4 8 5 5 3 3 6 4 4 4 4 Credit will be given to the better one of either graduation or Post-graduation Degree GAZETTE EXTRAORDINARY NOVEMBER 12 2010 TABLE NO. 3 893 Manner of evaluation of academic qualifications including professional qualifications for the selection of Assistant

Teacher for post meant for Honours/Post Graduate vacancy in different types of Madrasah SIX Nos. 41. 2. 3. 5, Examination passed High Madrasah/AIIM/SF/MP or its equivalent. H.S (10+2 stage)/Fazil/Pre-University/University Entrance/Intermediate or its equivalent. Old HS in lieu of Examinations noted against Sl. Nos. 1&2, a) Bachelor's, degree in Hons, (regular/private mode or distance mode/correspondence course)/ Kamil (Hons.) or its equivalent, or b) MM/MF/MU without Kamil/Kamil (Bachelor's degree in Pass Course, or c) Degree with Spl. Hons/Condensed Hons./Approved Proficiency Courses. MM(MF/MU with Kamil general/Kamil Graduate (Degree regular/correspondence course or in Distance Mode/private/external). Degree/Diploma in Teachers' Training (B. Ed/B.T./PGT or equivalent) in regular (correspondence course or in District mode from a Teachers' Training Institution recognized by the NCTE/RCI in the academic session Full Award of Marks Marks 1st Div/ 2nd Div/ Other Remarks 25 5 10 6 6 Class 5 6 6 6, 3 Class 4 8 5 5 2 Div/Class 3 6 4 4 GAZETTE EXTRAORDINARY NOVEMBER 12 -2010 TABLE No. 4 of academic qualifications including professional qualifications for the selection of Assistant Teacher in Madrasah, except for Work Education, Physical Education or its H.S (10+2 University/Pre-University or its Old in lieu of Examinations noted against 1&2. g) degree in Pass Course (regular/external/private mode or distance mode/correspondence course)/ MSVMF/MU without Kamil/Kamil (Hons). Teachers' Training (B. Ed/D.T./PGT/PGT or its equivalent) in regular (correspondence or in Distance mode from a Teachers' Training Institution recognized by the NCTE/RCI in the relevant academic session Full Marks 1st Div/ 2nd Div/ Other Remarks 4. 1 5 5 10 12 3 Class 5 12 3 Div/Class 4 4 8 10 2 3 3 6 8 1 TABLE NO. 5 Manner of evaluation of academic qualifications including professional qualifications for the selection of Assistant Teacher in Work Education in Madrasah Six Examination passed High Madrasah/AIIM/WMP or its equivalent (10+2 stage)/Fazil/Pre-University/Entrance/Intermediate or its equivalent, z. Old HS in lieu of Examinations noted SIX Nos. 1&2. a) degree in Pass Course (regular/external/private mode or distance mode/correspondence course)/ MUMF/MU without Kamil/Kamil General/Kamil Depee/Diploma in Teachers' (B. or its equivalent) regular (correspondence course or in Distance mode from a Training Institution recognized by the NCTE/RCI in the relevant academic session Full Award of Marks Marks 1st Div/ 2nd Div/ Other Remarks 5 10 12 3 i Class 5 5 3 Class 4 4 8 10 2 Div/Class 3 3 6 8 PARTI THE KOI KATA GAZETTE EXTRAORDINARY NOVEMBER 12, 2010 TABLE NO.6 895 Manner of evaluation of academic qualifications including professional qualifications for the selection of Assistant Teacher in Physical Education in Madrasah 'Sl. NO* 1. 2K 3, 4

5. Examination passed High Madrasah/AIIM/SF/MP or its equivalent.HS (10+2 stage)/Fazil/Pre-University/University Entrance/Intermediate or its equivalent. Old HS in lieu of Examinations noted against Sl. Nos. 1 a) degree in Pass Course (regular/external/private mode or distance mode/correspondence course)/ or MM/MF/MU without Kamil/Kamil General/Kamil (Hons), or Kamil/Kamil (General). Degree/Diploma in Physical Education from a Teachers' Training Institution recognized by the NCTE/RCI in the relevant academic session Full Award of Marks Marks 1st Div/ 2nd Div/ 25 5 5 10 12 3 Class 5 5 IO 12 3 Class 4 4 8 IO 2 Remarks Other Div/Class 3 3 6 1 TABLE NO. 7 Manner of evaluation of academic qualifications including professional qualifications for the Selection of Teacher in General Subjects/Fazil in the Under-Graduate Category in Senior Madrasah. SIX No, 2. 3. B* 1

2. Examination passed High Madrasah/AIIM/SF/MP or its equivalent, H.S (10+2 stage)/Fazil/Pre-University/University Entrance/Intermediate or its equivalent. Old HS in lieu of Examinations noted against Sl. Nos. 1 & 2, Training and co-curricular activities Junior Basic Training/Primary Teachers' Training or its equivalent in regular /correspondence course or in Distance mode from a Teachers' Training Institution recognized by the NCTE in the relevant academic session. Co-curricular activities Full Award of Marks Marks 1st Div/ 2nd Div/ Other Remarks so 25 25 so 05 Class 25 25 25 05 05 Class 20 20 21 04 04 Div/Class 15 15 17 03 03 806 THE KOLKATA GAZETTE EXTRAORDINARY NOVEMBER TABLE NC Manner of evaluation of academic qualifications including professional qualification for the selection of librarians Examination passed High Madrasah/AIIM/SP/MP or its equivalent* (10+2 stage)/Fazil/Pre-University/University Entrance/Intermediate or its equivalent. Old HS in lieu of Examinations noted against Sl. Nos. I a) Bachelor's degree in Hons. (regular/external/private mode or distance mode/correspondence course) / Kamil (Hons), or its equivalent. or b) MUMF/MU without Kamil/Kamil general/Kamil (Hons.), or Kamil/Kamil (General)/ Bachelor's degree in, Pass Course; or c) Degree with Spl HonS./Condensed Hons./Approved Proficiency Courses. Degree in Library Science Or its

equivalent in regular/correspondence course or Distance mode from a UGC recognized University. Full Award of Marks Marks 1st Div/ 2nd Div Other L 2. 3. 4, 20 05 05 6 04 Class 05 10 6 6 Class 04 08 5 5 S 03 03 03 06 4 4 4 02 TABLE NO. 9 Manner of selection the post of Clerk in Madrasah (a) Preliminary screening examination Remarks Marks shall be allotted for only one category. 30 marks [The marks obtained in the preliminary screening examination under the West Bengal Madrasah Service Commission (Selection to the Post of Non-Teaching Staff by such qualified candidates shall not be added to the marks obtained by them in the examinations/tests conducted afterwards] (b) Written Examination (c) Academic Qualifications (d) Personality Test with Typing and Computer Proficiency [Personality Test Typing using Computer and Computer Proficiency 30 marks 10 marks 30 marks 05 marks 25 marks] (Appearance before the Personality Test Board is compulsory) Evaluation of Academic qualification for selection of Clerk in Madrasah Examination passed Alim/Madhyamik or its equivalent or Old H.S. in lieu of Alim/Madhyamik or its equivalent. Full Award of Marks Marks 1st Div/ 10 10 Class 10 [For 1st 2nd Div/ Class 08 (For 2nd Remarks Other Div/Class 06 [For Other Div/Class] 1 Div/Class 1 Div/Class] THE KOLKATA GAZETTE NO. 10 Manner of selection to the post Group-D Staff in Madrasah (a) Preliminary screening examination 30 marks marks obtained in the preliminary screening examination under the West Bengal Service Commission (Selection to the Post of Non-Teaching Staff by such qualified candidates shall not be added to the marks obtained by them in the examinations/tests conducted afterwards) (b) Written Examination (c) Personality Test 30 marks 05 marks (Appearance before the Personality Test is compulsory) There shall be no evaluation of academic qualification in the Person, in Madrasah in West Bengal. Ar, Chandan, Govind-nor, Secy. to Bengal/ Minority Affairs Education Published by the, Controller of Printing and Stationery, Govt of Bengal Printed by the West Bengal Govt. Press, Alipore.

