

Government of West Bengal
Education Directorate
Bikash Bhawan, Salt Lake, Kolkata – 91.

Memo No: ED - 447

Date: 08.04.2015

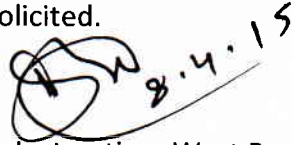
From: The Director of Public Instruction, West Bengal

To : The Principal / Officer-in-Charge/ Teacher-in-Charge of all the Govt. and Govt.-aided
Techers' Training Colleges of West Bengal

Sub.: Request for furnishing the documents in the prescribed
proforma regarding Teaching and Non-Teaching Staff of the
Institutions as per NCTE Regulations,2014

With reference to the subject mentioned above he/she is requested to furnish the documents in the prescribed proforma (Proforma A & B for B.Ed Colleges , Proforma A to D for M.Ed Colleges and Proforma E to F for B.P.Ed and M.P.Ed Colleges) to this Directorate for taking further action in this regard. The College Authority is further requested to submit the information both in hard copy as well as in soft copy (Excel format) on or before 30.04.2015.

A positive response to the request is solicited.

A handwritten signature in black ink, followed by the date '8.4.15' written in a similar style.

Director of Public Instruction, West Bengal

Enclosures: As stated above (Proforma – A, B, C, D,E,F)

PROFORMA -A
Requirement of Teaching Staff as per NCTE Regulations, 2014 (For B.Ed)

	Sanctioned Post	Post creation G.O	Existing Staff	Category (Gen/ST/SC/OB C/Others)	vacant Post	Post to be created	Financial liability of the State Govt. for newly created post (per annum)
1. Principal / HOD (1)							
2. Perspective in Education (4)							
i.							
ii.							
iii.							
iv.							
3. Pedagogy subjects (8)							
i.							
ii.							
iii.							
iv.							
v.							
vi.							
vii.							
viii.							
4. Health and Physical Education (1)							
5. Fine Arts (1)							
6. Performing Arts (Music/ Dance /Theatre) (1)							
TOTAL (16)							

PROFORMA - B
Requirement of Administrative and Professional Staff as per NCTE Regulations, 2014 (For B. Ed)

Sanctioned Post	Post creation G.O	Existing Staff	Category (Gen/ST/SC/OB C/Others)	Post to be filled-up	Post to be created	Financial liability of the State Govt. for newly created post (per annum)
a. Librarian (1)						
2. Lab Assistant (1)						
3. Office-cum-Accountant Assistant (1)						
4. Office Assistant cum computer Operator (1)						
5. Store-Keeper (1)						
6. Technical Assistant (1)						
7. Lab Attendants / Helpers / Support Staff) (2)						
i.						
ii.						
TOTAL (08)						

PROFORMA - C
Requirement of Teaching Staff as per NCTE Regulations, 2014 (For M.Ed)

	Sanctioned Post	Post creation G.O	Existing Staff	Category (Gen/ST/SC/OB C/Others)	Post to be filled-up	Post to be created	Financial liability of the State Govt. for newly created post (per annum)
1. Professors (2)							
i.							
ii.							
2. Associate Professors (2)							
i.							
ii.							
3. Assistant Professors (6)							
i.							
ii.							
iii.							
iv.							
v.							
vi.							
TOTAL (10)							

PROFORMA -D
Requirement of Administrative and Professional Support Staff as per NCTE Regulations, 2014 (For M.Ed)

	Sanctioned Post	Post creation G.O	Existing Staff	Category (Gen/ST/SC/OB C/Others)	Post to be filled-up	Post to be created	Financial liability of the State Govt. for newly created post (per annum)
a. Office Manager (1)							
2.IT Executive/ Maintenance Staff (1)							
3. Library Assistant /Resource Centre coordinator (1)							
4. Office Assistants (2)							
i.							
ii.							
6.Helper (1)							
TOTAL (06)							

PROFORMA - E

Sub.: Information about Total Number of Teaching Posts at the Colleges (Govt. & Govt. Aided) Imparting B.P.ED Courses in West Bengal

Sl. No.	Name of the Teaching Posts as per NCTE Regulation 2014	No. of Posts	Name of the Sanctioned Posts with G.O. No. & Date Prior to NCTE Regulation, 2014				No. of Posts Required to be Filled up or Created as per NCTE Regulation, 2014		Total	Financial Implication per Annum (Rs.)
			Name of the Sanctioned Posts	G.O. No. & Date	Total No.	In Position	Vacant if any	To be Filled up (H)		
ACADEMIC FACULTY FOR RUNNING WITH B.P.ED. COURSE ONLY										
1.	Principal	1								
2.	Associate Professor	2								
3.	Assistant Professor	6								
4.	Assistant Professor (Part Time) if needed	3								
5.	Sports Trainer (Part Time)	3								
6.	Yoga Trainer (Part Time)	1								
7.	Dietician (Part Time)	1								
	Total	17								
TECHNICAL SUPPORT AND ADMINISTRATIVE STAFF FOR RUNNING WITH B.P.ED. COURSE ONLY										
1.	Librarian	1								
2.	Physiotherapist	1								
3.	Ground men/Markers/Helpers	2								
4.	Music Teacher/Band Master (Part Time)	1								
5.	ICT Instructor (Part Time)	1								
6.	Technical Assistant (Part Time)	1								
7.	Accounts Assistant	1								
8.	Office Assistant	1								
9.	Store Keeper	1								
10.	Helpers/Attendants	2								
	Total	12								

