

From

Principal Secretary to Govt. Haryana,
Higher Education Department, Chandigarh.

To

Principal,
All Govt. Colleges in State

Memo. No. 4/36-2010 CI(5)

Dated, Panchkula, the 16-9-17

Subject: - Regarding adjustment of displaced extension lecturers.

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Please refer to this office letter No. 4/36-2010 CI(5) dated 20.7.2017, 20.9.2017 and consequent clarification issued w.r.t. regard subject cited above.

I am directed to issue the following guidelines in this regard for strict compliance: -

1. The instructions regarding workload have been issued by this office. The surplus extension lecturers in any subject will be relieved by applying the principle of "First in Last go". To decide the seniority amongst extension lecturers, the length of continuous service in present college only will be taken on account. After being displaced due to transfer/deputation of a regular Assistant/Associate Professor/ less workload etc., the adjustment of any extension lecturer, in a Govt. college other than his/her parent college, is fresh joining and not in continuation of earlier service rendered by such extension lecturer. Therefore, seniority cannot be claimed by such adjusted person over those persons who were working in new college before his/her adjustment. Therefore: -
 - a. The person engaged/adjusted at last place in any subject in any particular college will be displaced first without taking his/her entire experience in other college than the present one.
 - b. The seniority amongst extension lecturers initially engaged in same college will be determined as instruction issued earlier by this office. In case of any conflict, the matter may be got decided from this office by sending special messenger with whole record.
2. The list of colleges will be displayed on web portal where the requirement of teaching faculty is available in the subject of extension lecturer being displaced. An email, alongwith copy of their experience certificate as well as

their education qualifications certificates, is required to be sent by the extension lecturer within 24 hours to all such colleges. Principals will adjust them within 02 days by making seniority on the basis of total teaching experience. MIS portal may be updated with immediate effect after such adjustment.

3. Thereafter, only the persons, who were working as extension lecturer for at least one semester but were relieved due to less workload/joining of regular Assistant/Associate Professors by way of transfer/deputation/ fresh appointment on or after 01.7.2014 are to be adjusted.
4. The person, placed at merit No. 1 on the basis of total length of his/her service as extension lecturer, will be contacted by concerned college via his/her email /mobile number and he/she will be bound to respond within 03 working days in person or via email otherwise his/her claim will be rejected and offer will be made to next person in merit. The copy of such email (CC) will have to be forwarded to this office also via email address of personal staff of W/DHE as well as hechrylcollege@gmail.com so that there can be no ambiguity in this regard in future.

Note: - Adjustment will also to be made against workload going unmet due to some reason e.g. maternity leave of female teaching faculty, deputation of any regular Assistant/Associate Professor from one college to another etc.

5. Vide letter dated 20.9.2017, it was allowed that the retired Associate Professors can also be engaged if displaced eligible extension lecturers are not available. However, some Principals have retained such persons from very next date of their retirement without giving opportunity to any displaced extension lecturers. This was violation of above mentioned instructions, therefore, such Principals also to be asked to replace such retiree persons.

These instructions may be followed strictly otherwise the responsible will be liable to face departmental action for major penalty.

mac 16/9/2019

Superintendant College-I
for Principal Secretary to Govt. Haryana,
Higher Education Department, Chandigarh.