

INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
Prajoe Towers, Vazhuthacaud,
Thiruvananthapuram-14

Cir.No.23/EB1/2011/HRD

Dated 22nd October, 2011

CIRCULAR

Sub:- IHRD – Staff Pattern & Special Rules – Option regarding
CAS Stream – reg.

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The Committee set up for revision of Special Rules and Staff Pattern for educational institutions under IHRD at its meeting held on 16/10/2008 and 24/10/2009 recommend that the service of teaching faculties under IHRD shall be bifurcated as Engineering College service, College of Applied Science Service, Model Polytechnic service and Technical Higher Secondary Service to suit their academic requirements. At present the faculties working in College of Applied Science, Technical Higher Secondary School are being appointed from a common select list. As part of separating teaching faculties under Applied Science Colleges, as recommended by the committee, options from willing faculties are to be collected for being considered according to their qualification and work. Hence the faculties working under IHRD under Polytechnic/CAS/THSS stream are requested to submit their option in the form attached for being considered for inclusion in CAS service in accordance with qualification. The last date of receipt of option in the IHRD Head Quarters is 24/11/2011. Belated applications will not be considered under any circumstances.

Only, those who have opted under CAS Stream will be considered at the time implementation of UGC scheme.

Format for giving option is enclosed.

Sd/-
Prof.V.Subramony,
DIRECTOR

To

- 1) *Heads of Institutions (CAS/MPT/THSS) under IHRD*
- 2) *All Additional Directors*
- 3) *Administrative Officer*
- 4) *Finance Officer*
- 5) *All section Heads in the IHRD Head Quarters*
- 6) *S.F.*
- 7) *O.C.*

OPTION
CAS Stream

(Circular No.23/EB1/2011/HRD Dated 22nd October, 2011)

1.	Name	
2.	Date of Birth	
3.	No.& Date of Order of appointment in IHRD with Designation & Scale of Pay	<i>No.& Date :</i>
		<i>Designation :</i>
		<i>Scale of Pay :</i>
4.	Qualification at the time of Appointment	
5.	Date of Regularization	
6.	Qualification, if any, acquired after appointment	
7.	<u>Present Designation</u> with No.& Date of order of appointment, scale of pay and institution	<i>Designation :</i>
		<i>Scale of Pay :</i>
		<i>Order No.& Date :</i>
		<i>Institution :</i>
8.	Whether the appointment obtained by internal promotion under reservation scheme for IHRD employees	
9.	Details of post held in IHRD	
10.	Nos.of years of Teaching service	

Certified that the above informations are true and correct to the best of my knowledge and belief.

Name & Signature of the employee

DECLARATION

This is to certify that the details furnished above pertaining to Shri./Smt..... is verified with the relevant records and found correct.

Place:

Date :

Signature of Head of Institution