

**(IN SUPERSESSION OF ALL INSTRUCTIONS/GUIDELINES/DIRECTIONS
ISSUED ON THE CITED SUBJECT)**

From Principal Secretary to Govt. Haryana,
Department of Higher Education.

To All the Principals of Govt. Colleges

Memo. No. KW 4/36-2010 C-1 (5)
Dated, Panchkula, the :

Subject:- Guidelines regarding engaging Extension Lecturers in Govt. Colleges purely on temporary basis.

Kindly refer to the subject cited above.

To cover up the shortage of regular teaching staff in Govt. Colleges, the State Govt. has been granting permission to engage Extension Lecturers on the basis of work load and vacant positions. In supersession of all previous instructions/guidelines/directions issued regarding engagement of Extension Lecturers, following guidelines have been approved by the State Govt. which shall be followed by all the Principals in letter and spirit:-

1. Extension Lecturers shall be engaged purely on temporary basis, if there is a workload of more than prescribed norms i.e. 27 periods per week (non practical subjects) and 30 periods per week (practical subjects). In case, there is workload less than the prescribed norm, it shall be met by the existing faculty. If there is requirement of engaging more than one Extension Lecturer, it shall be ensured by the Principal that additional Extension Lecturer shall be engaged only when there is a requirement of workload as per prescribed norms. Further, it should also be kept into consideration that 'Extension Lecturers' would be engaged only in those subjects where less than 50% Lecturers are working against the present work load. Further, if the extension lecturers have been engaged for less than the prescribed

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workload, services of such persons shall be dispensed with following the principle of 'First Come, Last Go'.

2. The Qualification/Eligibility of Extension Lecturers shall be as per the Haryana Education (College Cadre) Group B Service Rules applicable to Assistant Professor of Govt. Colleges. Only such persons shall be engaged as Extension Lecturers who fulfil the qualification prescribed under service rules. Non qualified persons engaged by the Principal shall be removed after coming into force of these guidelines.
3. Existing extension lecturers, who are eligible/qualified as per Haryana Education (College Cadre) Group B Service Rules, will continue under these guidelines without facing any interview, provided there is adequate workload as prescribed under these guidelines, duly approved by the Department.
4. If there is workload, as per norms stipulated here, to engage new extension lecturers in any subject, prior approval of the department with workload and justification shall be obtained. In no case, extension lecturer shall be engaged without prior approval of the Department. While doing so, the instructions issued by Chief Secretary vide letter no. 22/111/2012-1GS-III dated 16.11.2012 shall be complied with by the department.
5. Application will be invited through publication/advertisement in two prominent national newspapers (Hindi and English) strictly as per the approval given by the Department.
6. A committee of three senior most Associate/Assistant Professors under the chairmanship of Principal of the concerned college shall be constituted engage extension lecturer purely on merit and on the basis of selection criteria prescribed by the State Govt. for the

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selection of Assistant Professors in Govt. Aided Colleges circulated vide letter no. KW 8/36-2009 C-IV (3) dated 14.3.2017.

7. A waiting list of three candidates in a subject shall be prepared in order of merit which shall remain valid for one academic session.
8. The extension lecturers shall be engaged for one academic session or till the joining of regular Assistant/Associate Professor on appointment or transfer, whichever is earlier.
9. The extension lecturers shall be paid @ Rs. 25000/- per month and they shall be given teaching workload as per University Calendar/ State Govt. norms. Further, they shall also perform any other official duty assigned by the concerned Principal as per requirement of the college.
10. The extension lecturers will be entitled to 12 casual leaves i.e. one per calendar month for any personal reason.
11. The extension lecturers shall be removed by the Principal if their work and conduct is not found satisfactory, by giving proper justification.

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Superintendent College-1
for Principal Secretary to Govt. Haryana,
Department of Higher Education.