

From: EDN-C-B(1)-5/2020-L  
Government of Himachal Pradesh  
Department of Elementary Education

To: Secretary (Education) to the  
Government of Himachal Pradesh

✓ The Director, Elementary Education,  
Himachal Pradesh, Shimla-1

Dated: Shimla-171002, the

25<sup>th</sup> September, 2024

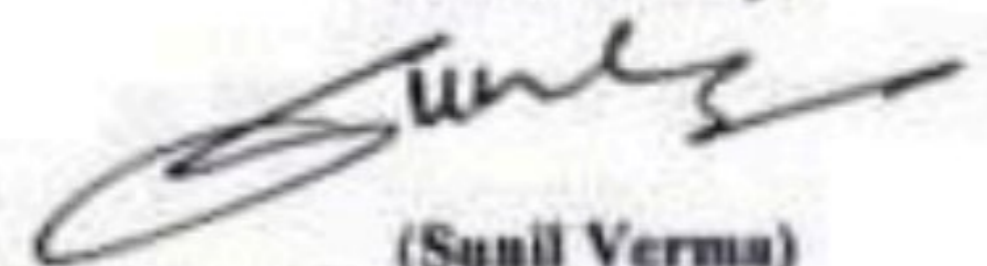
Subject: - Policy for Engagement of ECCE Tutors for pre-primary education-  
Terms and Conditions for Appointment on outsource basis thereof.

Sir,

In continuation of this department's letter of even number dated 02<sup>nd</sup> July, 2024 on the subject cited above, I am directed to convey herewith the approved terms and conditions for engagement of Early Childhood Care and Education Tutors (ECCE Ts), on outsourced basis as per Annexure-A.

You are, therefore, requested to take further necessary action and initiate the engagement process accordingly.

Yours faithfully,



(Sunil Verma)  
Joint Secretary (Education) to the  
Government of Himachal Pradesh

Enclosure: as above.



**Terms and Conditions for Appointment of Early Childhood Care and Education Tutors (ECCETs), on outsource Basis issued vide letter No. EDN-C-B(1)-5/2020-L dated 25 September, 2024**

- 1 These Outsourced employees shall be called Early Childhood Care and Education Tutors (ECCET).
- 2 They shall be posted in selected Government Primary Schools. Primary School wise vacancies for such tutors will be provided by Director of Elementary Education to the concerned outsourcing agency.
- 3 Concerned outsourcing agency shall provide the required ECCETs at the selected locations in Himachal Pradesh as specified by Directorate of Elementary Education Shimla-1 from time to time to meet the requirements of its ECCE Project.
- 4 They shall be paid a monthly remuneration of Rs 10,000/- (Ten Thousand only) inclusive of Taxes and all other charges/fees of the service provider.
- 5 The monthly remuneration shall be paid for the period of 10 months only. No remuneration shall be paid during the vacation period of the schools.
- 6 ECCETs provided by the outsourcing agency shall not have any employment obligation on the Directorate of Elementary Education, Lalpani, Shimla-1 in this regard.
- 7 They shall be posted under the overall administrative control of the concerned Deputy Director Elementary Education of the District. However, for routine day to day control, each ECCET will work under the supervision of the concerned CHT/HT/Senior most JBT whosoever be posted in the school.
- 8 No ECCET shall be disengaged without the approval of the State Government. However, the outsourcing agency can transfer ECCET from one school to another school on account of variation in Enrolment of the Pre-Primary students or any other administrative ground in consultation with Director of Elementary Education.
- 9 The age of the candidate shall not be less than 21 Years and not more than 45 Years as on the date of publication of advertisement for the recruitment by the Agency.
- 10 The Minimum Educational and other qualifications required for deployment are as under:-
  - a) 10+2 or its equivalent with at least 50% marks from a recognized Board / University.

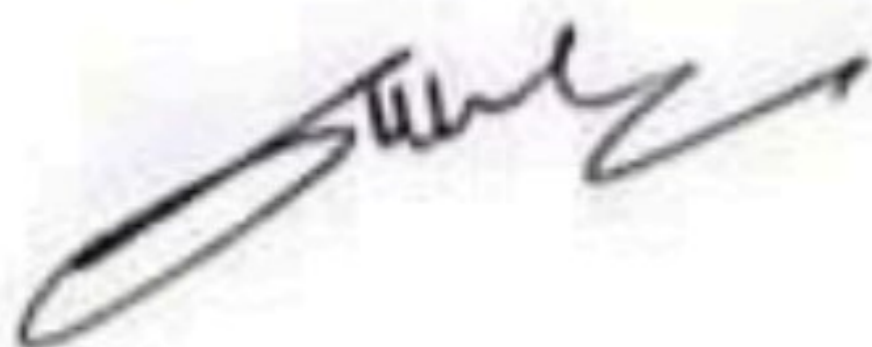
**And**

- b) Diploma in Nursery Teacher Education/Pre-School Education/Early Childhood Education Programme (D.E.C.Ed.) of duration not less than two years or B.Ed. (Nursery) from the institution recognized by National Council for Teacher Education.

**(c) Desirable Qualification (s):**

Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

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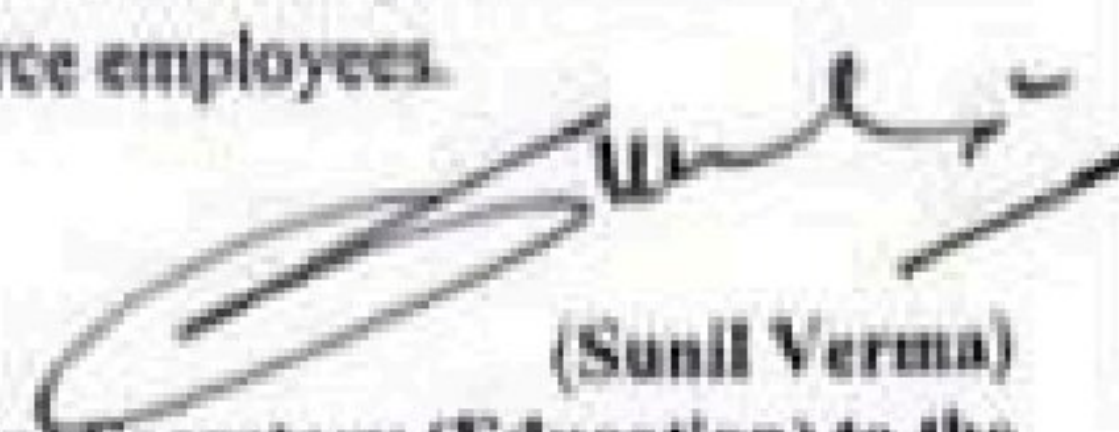
**NOTE-1:**

Relaxation upto 5% in the qualifying marks shall be allowed to the candidates belonging to SC/ST/OBC and PWD categories.

**NOTE-2:**

A candidate shall be eligible for appointment as ECCET if he/she has passed Matriculation and 10+2 from any school/institution situated within Himachal Pradesh; provided that this condition shall not apply to the Bonafide Himachali.

- 11 The mandate to prescribe educational qualifications lies with the National Council of Teacher Education (NCTE) and the NCTE keeps on issuing fresh notifications in this regard from time to time. The outsourcing agency shall be bound to follow these notifications in letter and spirit.
- 12 **Screening of the candidates mandatory to check possibility of any fraud:**
  - 12.1 The possibility of producing fake NTT/DPSE certificates by the candidates cannot be ruled out. To address this issue, before sponsoring Candidates, the HPSEDC shall ensure proper screening of the candidates and check their documents thoroughly.
  - 12.2 The authenticity of the Diploma Certificates shall be got verified by sending the copies to the issuing Institutes.
  - 12.3 The outsourcing agency shall sponsor only those candidates who have done their two years Diploma from the NCTE Recognised Institutes. For verification of the recognition, the candidates may be asked to produce the recognition order of the Institute from where they have passed their Diploma course. The list of Recognised institutes is also available on the official websites of NCTE.
- 13 Outsourcing agency may change any person/ staff with consent of Director, Elementary Education. If any of the deputed person leaves, the outsourcing agency will provide replacement of the manpower to the satisfaction of the Directorate of Elementary Education immediately and no later than 14 days from the date of report received from Directorate of Elementary Education in this regard.
- 14 The period for which the manpower is required will be indicated by the Directorate of Elementary Education at the time of signing of the agreement to this effect.
- 15 All other terms and conditions regarding leave etc. shall be governed as per the instructions of the State Government regarding outsource employees.

  
(Sunil Verma)  
Joint Secretary (Education) to the  
Government of Himachal Pradesh