

**Government of West Bengal  
Higher Education Department  
C.S. Branch Bikash  
Bhavan, Salt Lake, Kolkata -91**

No: 677-Edn(CS) 5P-61/98

Dated, Kolkata, the 4th December, 2008

From : Shri M. Chakraborty,  
Officer on Special Duty & Ex- Officio  
Deputy Secretary to the Government of West Bengal.

To : The Director of Public Instruction, West Bengal Bikash Bhavan, Salt Lake.

***Sub : Career Advance Scheme for Librarians and Physical Instructor/ Instructress in non-Govt. Colleges in the State.***

The undersigned is directed by order of the Governor to say that the governor has been pleased to prescribe the following revised career advancement scheme as formulated by University Grants Commission vide No. F. 3-1/94(PS)-7 dated 19.10.06 for Librarians and Physical Instructor/ Instructress in Non-Govt. College in the State :

**1. Career advancement Scheme for Librarians :**

a) Every Librarian who is in the scale of Pay of Rs. 8000-275-13500 will be eligible for placement in a senior scale of pay of Rs. 10000-325-15200 if he/ she has :

i) Completed 6 years of service as Librarian after regular appointment.

ii) Participated in two refresher courses /summer Institutes, each of not less than four weeks duration or engaged in other appropriate continuing education programme of comparable quality, as may be specified by the UGC; and consistently satisfactory performance appraisal reports.

b) Every Librarian who has been placed in the senior scale will also be eligible for placement in the selection Grade scale of pay of Rs. 12000-420-18300 if he she has :

1. Completed 5 years of service in senior scale provided that the requirement of 5 years will be relaxed if his/her total service is not less than 11 years;
2. obtained a ph. D. degree or has an equivalent published work;
3. made significant contribution to the development of library service in the college as evident from self assessment reports of referees, professional improvement in the library services etc. as the case may be;
4. Participated in two refresher courses / summer institutes, each of not less than four weeks

- duration or engaged in other appropriate continuing education programme of comparable quality as may be specified by the UGC after placement in the senior scale; and
5. consistently satisfactory performance appraisal reports.

(C) Librarian (Selection Grade) with 5 years as on 01.01.1996 shall be eligible for placement at the minimum of Rs. 14940/- as done in the case of Readers.

## **2. Career Advancement Scheme for physical Instructor/ Instructress.**

(a) Every Physical Instructor / Instructress who is in the Scale of pay of Rs. 8000-275-13500 will be eligible for placement in the senior scale of pay of Rs. 10000-325-15200 if he/she has:

1. Completed 6 years of service as Physical Instructor/ Instructress after regular appointment;
2. Passed the physical fitness test;
3. consistently good appraisal reports;
4. should have attended at least one orientation and one refresher courses of not less than four weeks duration each with proper and well- defined evaluation procedure.
5. Passed the physical fitness text;
6. consistently good appraisal reports.

(C) Physical Instructor /Instructress (selection Grade) with 5 years as on 01.01.1996 shall be eligible for placement at the minimum of Rs. 14940/- as done in the case of Readers.

3. The career advancement scheme as mentioned in this order will be effective for the present, from 27.07.1998.

4. This order is issued with the concurrence of Finance Department vide their U.O. No. 1790 Group-P (pay) dated 22.08.2008.

5. All concerned are being informed accordingly.

Officer on Special Duty & Ex-officio  
Deputy Secretary