

**CIRCULAR**

***Office of the  
State Project Director  
Rajiv Vidya Mission (SSA)  
Andhra Pradesh, Hyderabad***

**Rc.No.367/RVM(SSA)/C1/B5/12, Dated:11-02-2013**

Sub:- APRVM(SSA), Hyderabad – Constitution of Mandal Teacher Training Teams – Reg.

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All the Project Officers of RVM in the state are informed that, it is decided to constitute Mandal Training Teams consisting of three Secondary Grade Teachers through a selection process to conduct inservice training programme to teachers at mandal / cluster level.

The services of the teams will be utilized as resource persons only for conduct of in-service training programmes to teachers. During the remaining time the teachers will work in their concerned schools as usual.

In this connection the following guidelines are issued for constitution of Mandal Training Teams.

**a) Eligibility:**

Secondary Grade Teachers working in a particular mandal are only eligible to apply for Mandal Training Team Member in that mandal.

- i. The candidate should be a Graduate with B.Ed. / D.Ed. qualification
- ii. The candidate should have a minimum of 5 years service as teacher in Government/ Local body schools.
- iii. Candidate should be below 45 years of age as on 01.01.2013.
- iv. Candidate should submit one set of attested photocopies of documents related to qualifications, age etc.,

**b) Selection Criteria:**

The following selection criteria may be followed for selection of suitable candidates.

**(i) Weightage:**

a) Additional qualifications.

Masters Degree in concerned subject 5 marks

M.Ed qualification 5 marks

b) Text Book/ Module writer 5 marks

**(ii) Demonstration lesson: 15 marks**

a. Presentation – 3 marks

b. Class room organisation – 3 marks

c. TLM - 4 marks

d. Lesson plan preparation – 5 marks

**(iii)** Designing 5 activities on any one difficult concept in any primary school subject as decided by the evaluation team - 5 marks

**(iv)** Innovations if any (to be submitted by the candidate) 15 marks

Out of 50 marks, the candidate who secures more marks will be selected.

**c) Utilization of services:**

The services of team members will be utilized only for conduct of in service teacher trainings at mandal/ school complex level. During the other days when trainings are not taking place they will continue to work in their respective schools. **They will not be considered for deputation either on ordinary or Foreign Services terms and conditions under any circumstances.**

**d) Constitution of evaluation teams:**

Evaluation teams @ 5 to 6 per each district shall be constituted with DIET faculty/ SRG/ DRG etc., to select the candidates as per the above selection criteria by visiting one mandal per day. Each team shall consist of two members. Evaluation shall be done as per the guidelines.

**e) Issue of circular & Receipt of applications:**

A circular shall be issued to all Headmasters by the concerned Mandal Educational Officer inviting applications from eligible Secondary Grade Teachers working in Government/ Local body schools. The applications shall be received by the Mandal Educational Officers concerned, and furnish to DPO for short listing and selection by the evaluation team.

**f) Short listing of candidates:**

After receipt of applications, MEO shall send the applications to District Project Office for short listing. Short listing has to be done by evaluation team based on the marks obtained by candidates in weightage. After short listing the final list of candidates shall be communicated to concerned MEOs. The MEO intern shall inform the short listed candidates about the venue and the date of demonstration lesson. In each mandal 6 candidates may be short listed based on the marks obtained in weightage for various qualifications so as to complete the selection in a mandal within one day.

**g) Schedule for selection of candidates:**

The District Project Office shall finalise mandal wise schedule in consultation with MEOs for demonstration lesson and selection of candidates as per the prescribed criteria. MEO intern communicate to the candidates schedule and name of the identified Primary School at mandal Head quarters for demonstration lesson.

**h) Tentative Schedule for selection of Mandal Training Teams:**

- |      |  |   |            |
|------|--|---|------------|
| i.   | Issue of circular by MEO                                       | - | 18-02-2013 |
| ii.  | Last date for receipt of applications at MRC                   | - | 28-02-2013 |
| iii. | Constitution of evaluation teams by DPO                        | - | 04-03-2013 |
| iv.  | Finalization of selection of candidates by<br>Evaluation teams | - | 18-03-2013 |
| v.   | Submission of report to SPO by DPO                             | - | 23-03-2013 |

Therefore, all the Project Officers are requested to constitute the Mandal Training Teams in all mandals duly following the above guidelines. They are also requested to communicate the guidelines, copy of circular to be issued by MEO and application form (enclosed) to all Mandal Educational Officers with instructions to take necessary action for constitution of Mandal Training Teams. If any deviation is found in selection of teams will be viewed seriously and action will be initiated against the concerned officers.

They are further requested to follow the guidelines scrupulously in selection of Mandal Training Teams.

**Sd/-V.USHA RANI**  
**STATE PROJECT DIRECTOR**

To  
All the Project Officers of RVM (SSA) in the state  
Copy to all District Educational Officers in the state

//T.C.Attested//

Planning Coordinator

మండల విద్యాధికారి కార్యాలయం

..... మండలం

..... జిల్లా

## సర్క్యులర్

మండల / క్లస్టర్ స్థాయిలో రాజీవ్ విద్యా మిషన్ ద్వారా నిర్వహించబడే శిక్షణా కార్యక్రమాల్లో శిక్షకులుగా పని చేయుటకు ఏదైనా గ్రాడ్యుషన్ తో పాటు బీ.ఎడ్/ డి.ఎడ్/ టి.టి.సి విద్యార్హతలు, కనీసం 5 సంవత్సరాల భోదనా అనుభవం కలిగి 45 సంవత్సరముల లోపు వయస్సు ఉన్న సెకండరీ గ్రేడ్ ఉపాధ్యాయుల నుండి దరఖాస్తులు కోరబడుచున్నవి. ఎంపిక చేయబడిన ఉపాధ్యాయులు తమ తమ పాఠశాలల్లోనే పని చేస్తూ మండల, క్లస్టర్ స్థాయిలో నిర్వహించబడే శిక్షణ కార్యక్రమాలలో శిక్షకులుగా పని చేయవలసి ఉంటుంది. ఎంపికైన అభ్యర్థులకు సామర్థ్యాన్ని పెంచేందుకు రాష్ట్ర/ జిల్లా స్థాయిలో తగు శిక్షణమరియు వివిధ కార్యక్రమాలు నిర్వహించబడును. దరఖాస్తు ఫారం మరియు ఇతర వివరములకు రాజీవ్ విద్యా మిషన్ వెబ్ సైట్ <http://rvm.ap.nic.in> ను చూడగలరు. మండల విద్యాధికారి కార్యాలయం నుండి కూడా సమాచారాన్ని పొందవచ్చును. ఆసక్తి గల అభ్యర్థులు పూర్తి చేసిన దరఖాస్తు ఫారాన్ని అవసరమైన ధృవ పత్రాలతో సంబంధిత మండల విద్యాధికారికి ఫిబ్రవరి, 28వ తేదీ వరకు సమర్పించవచ్చును. ఎంపిక చేయబడిన అభ్యర్థుల సేవలు కేవలం ఉపాధ్యాయ శిక్షణ కొరకే వినియోగించబడును. వీరిని ఎట్టి పరిస్థితులలోను డెప్యూటీషన్ పై తీసుకొనబడదు.

మండల విద్యాధికారి

..... మండలం

..... జిల్లా

తేదీ: 18.02.2013

సూచన: అభ్యర్థులకు ఉండవలసిన కనీస అర్హతలు, ఎంపిక విధానము, ఉన్నత విద్యార్హతలకు అదనపు మార్కులు, దరఖాస్తు ఫారం నమూనా మొదలగు సమాచారము జతచేయవలెననిది.



**RAJIV VIDYA MISSION (SSA), ANDHRA PRADESH, HYDERABAD.**

**DISTRICT PROJECT OFFICE, RVM (SSA), \_\_\_\_\_ DISTRICT**

**APPLICATION FOR MANDAL TRAINING TEAM MEMBER**

1. Name and designation of the applicant :
2. Father's Name :
3. Date of Birth :
4. Name & address of the school where the candidate is presently working with mandal name :
5. **Qualifications :**
  - a) **Academic** :
  - b) **Professional** :
  - c) **Technical / Others** :
6. Date of first appointment :
7. Length of total service :
8. Specific innovations made and results obtained by him/her in school level teaching (a write up not exceeding 200 words to be enclosed) :
9. Whether involved in Textbook/ Module writing (Enclose evidences) :
10. Permanent Address :
11. Address for correspondence with Contact No. :

Affix  
Passport size  
Photo duly  
attested by the  
MEO

Contd..

**Declaration**

I hereby declare that the above information furnished by me is true to the best of my knowledge.

**Signature of the Applicant**

## Selection of Mandal Training Teams

**(Eligibility, Selection Criteria etc.,)**

### **A. Eligibility:**

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### **B. Selection Criteria:**

The following selection criteria may be followed for selection of suitable candidates.

#### **(i) Weightage:**

- |                                     |         |
|-------------------------------------|---------|
| a) Additional qualifications.       |         |
| Masters Degree in concerned subject | 5 marks |
| M.Ed qualification                  | 5 marks |
| b) Text Book/ Module writer         | 5 marks |

#### **(ii) Demonstration lesson:** 15 marks

- |                            |           |
|----------------------------|-----------|
| a. Presentation            | – 3 marks |
| b. Class room organisation | – 3 marks |
| c. TLM                     | - 4 marks |
| d. Lesson plan preparation | – 5 marks |

#### **(iii) Designing 5 activities on any one difficult concept in any primary school subject as decided by the evaluation team** - 5 marks

#### **(iv) Innovations if any (to be submitted by the candidate)** 15 marks

Out of 50 marks, the candidate who secures more marks will be selected.

### **C. Utilization of services:**

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