**23.9 STAFF RECRUITMENT COMMITTEE**

* In an un-aided minority school the rules and regulations in chapter XI of “THE DELHI EDUCATION ACT, 1973” are required to be followed.
* Recruitment of employees in each recognized un-aided minority school shall be made on recommendation of selection committee to be constituted by managing committee of the school.

**The selection committee shall include**

1. **In the case of recruitment of principal of the school**

* The chairman of the managing committee;
* An Educationist nominated by the managing committee; and
* A person having experience of administration of school, nominated by managing committee.

1. **In the case of recruitment of any teacher other than the head of the school:**

* The chairman of the managing committee;
* The head of the school; and
* An Educationist nominated by managing committee.

1. **In the case of recruitment of any other employee:**

* The chairman of the managing committee or any member of the managing committee nominated by chairman.
* The head of the school.
* The selection committee shall regulate its own procedure, and in the case of any difference of opinion amongst the members of selection committee on any matter, it shall be decided by the society running the school.
* Where a candidate for recruitment to any post in an un-aided minority school is related to any member of the selection committee, the member to whom he is related shall not participate in the selection and a new member shall be nominated in his place by the managing committee of the school.
* The appointment of every employee of a school shall be ratified by its managing committee.
* Where any selection made by the selection committee is not acceptable to the managing committee of the school, managing committee shall record its reasons for such non-acceptance and shall refer the matter to the society running the school and the society will decide the same.

**Minimum qualification**

* The minimum qualifications for appointment as a teacher of an un-aided minority school shall not be less than those as are specified by the Affiliating Board.

**Contract service**

* A copy of the contract of service, shall be forwarded to the Administrator by the managing committee of the concerned un-aided minority school either by registered post, acknowledgement due, or by a messenger written 13 days from the date of which the contract is entered into.
* On receipt of a copy of the contract of service, the Administrator shall cause the particulars of such contract to be entered in a register to be maintained for the purpose, to be known as the “Register of Contracts”
* The administrator shall also cause the copies of contracts received by him to be preserved in such manner as he may specify.
* If on scrutiny of the copies of contract received by him, the Administrator is of opinion that the contract does not comply with the provisions of sub-section (3) of section 15 (page -9), he may draw the attention of the school concerned to the deficiencies in the contract and require the school to modify the contract so as to bring in conformity with the provisions of stated section and thereupon the school shall take urgent steps for the rectification of the contract.