

अण्डमान तथा निकोबार प्रशासन

ANDAMAN AND NICOBAR ADMINISTRATION
शिक्षा निदेशालय, DIRECTORATE OF EDUCATION

Sri Vijaya Puram, Dated the 12th Day of August, 2026

To

1. The Principal, State Institute of Education, Shiksha Sadan, Sri Vijaya Puram.
2. The Deputy Director, Education For All (EFA), Sri Vijaya Puram.
3. The Deputy Director Education (Science), Shiksha Sadan, Sri Vijaya Puram.
4. The Principal DIET, Garacharma.
5. The Education Officer, Car Nicobar.
6. The Deputy Education Officer, South Andaman/ Wimberlygunj/ Rangat/ Diglipur/ Mayabunder
7. The Principal - SSS Model, Sri Vijaya Puram/ SSS Boys/ SSS Girls/SSS Haddo(Tel)/ SSS RBV Sri Vijaya Puram / SSS Mohanpura / SSS School line / SSS Bathubasti/ SSS Prothrapur/ SSS Garacharma/ SSS Rangachang/ SSS Manglutang/ SSS Port Mout / SSS Wimberlygunj/ SSS Bambooflat/ SSS Model / SSS Ferrargunj (Model)/ SSS Mannarghat / SSS Tushnabad / SSS Diglipur / SSS Kalighat / SSS Kishori Nagar / SSS Swaraj Gram / SSS Sita Nagar / SSS Subhash Gram / SSS Mayabunder (Model) / SSS Karmatang / SSS Pahalgaoon / SSS Swadesh Nagar/ SSS CFO Nallah / SSS Rangat / SSS Sabari Junction / SSS Long Island / SSS Bakultala / SSS Kadamtala/ SSS Oral Katacha/ SSS Saheed Dweep (Neil Island) / SSS Swaraj Dweep (Havelock) / SSS Hutbay (Model) / SSS Rama Krishnapur/ SSS Lapathy / SSS Malacca / SSS Sawai / SSS Kapanga / SSS Gol Tirkey / SSS Champin / SSS Campbell Bay / SSS Vijay Nagar.
8. The Assistant Education Officer, Nancowrie.
9. The In-Charge IT cell, MIS Cell, Recruitment Cell, EDP cell, DE's office to upload on <https://education.andamannicobar.gov.in> and <https://edurec.andamannicobar.gov.in>

Sub: Forwarding of Performa for circulation amongst Graduate Trained Teacher's for submitting their candidature/willingness for promotion to the post of PGT-reg:

Sir/Madam,

I am directed to forward a copy of proforma enclosed here with as Annexure- A which may kindly be circulated amongst Graduate Trained Teachers attached with your institution/Establishment. The Graduate Trained Teachers who are possessing Graduation and Post Graduation in same subject and have qualified the Paper-II of CTET may be asked to submit their willingness (in the enclosed proforma) for considering their name for promotion to the post of Post Graduate Teacher.

The GTTs whose name appeared in the final seniority list of Graduate Trained Teachers eligible for consideration of promotion to the post of Post Graduate Teacher published by this Directorate vide communication No: A/593/2025-RMIS CELL-EDN-EDN_AN/123581/4693 dated 17-09-2025 need to submit only the Paper-II of CTET qualification certificate issued by CBSE.

The filled-in proforma (Willingness-cum-Checklist) along with self-attested photo copies of all the UG mark sheets, UG Degree certificate, PG mark sheets, PG Degree Certificate, B. Ed. Mark sheets, B. Ed. Degree certificate, CTET qualification certificate and permission/acceptance letter issued by the competent authority in respect of all the academic/professional qualifications obtained after induction in the Department etc. be submitted to the undersigned through proper channel on or before **20/08/2026**. Nominations received after the stipulated date shall not be considered.

Contd...2

From pre-page-

Soft copy of received documents along with forwarding letter may be mailed to **recruitment.anieducation@gmail.com** to expedite the scrutiny process. Hard copy of all the documents shall be sent by surface mail or through special messenger. It may be noted that in absence of hard copy, name will not be included in the final list. The DDO concern should verify all the certificates/documents with the originals before forwarding them to the Directorate of Education.

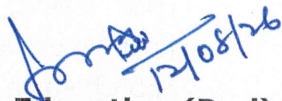
It may be noted that once the nomination form has been submitted, it is presumed that the applicant accepts the promotion (if recommended by DPC), unconditionally and should report for duty at the place of posting without any representation.

Adherence to the schedule highly solicited.

This work may be given "**Top Priority**".

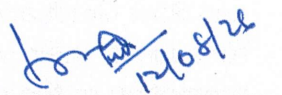
This issues with the approval of the competent Authority.

Enclosure- Nomination proforma-cum-Checklist


Deputy Director Education (PerI)
Directorate of Education

Copy to:

1. The PS to Secretary (Education) for kind information of the Secretary (Education) Please.
2. The PA to Director (Education) for kind information of the Director (Education) Please.
3. The DDE (HoO)/(Plg)/Acad)/ Text Book for information Please.
4. The Assistant Director (Admn. -I & II)/ Statistical Officer/ Sr. Accounts Officer, DE's Office, Sri Vijaya Puram.
5. CCA/CCB/Recruitment cell/Establishment Section/MACP Cell/ ACR cell, DE's Office Sri Vijaya Puram.


Deputy Director Education (PerI)
Directorate of Education

WILLINGNESS-CUM-CHECKLIST FOR CONSIDERATION OF DEPARTMENTAL PROMOTION TO THE POST OF POST GRADUATE TEACHER

Subject:	Medium:
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(PLEASE FILL ALL THE PARTICULARS IN BLOCK LETTERS ONLY)

- 1

Name in full (**BLOCK** letters)

:

.....
- In case of change of name/surname (after marriage), please indicate the previous name/surname in full

:

.....
- 2

Date of Birth (Attach Class 10 Certificate)

:

.....
- 3

Present Place of Posting
(Enclose self-attested copy of posting order)

:

.....
- 4

Present Post held
(Enclose self-attested copy of appointment order)

:

.....
- 5

Initial appointment on regular basis

Order No-..... Date:
- 6

Promotion (if any)
(Enclose self-attested copy of posting order)

Promoted from the post of

Order No-..... Date:
- 7

Academic and professional qualification at the time of induction in the department

:
- 8

Academic and professional qualification acquired after induction in the department

:
- 9

Reference No. of communication from the Directorate of Education towards entry/acceptance of Academic and professional qualification acquired after induction in the department (enclose true copy)

:
- 7

Mobile Number

:

.....
- 8

Email ID

:

.....

9. Educational & Professional Qualification:-								
Educational & Professional Qualification		Board / University	Month & Year of Admission	Month & Year of Passing	Marks Obtained	Maximum Marks	%	Remarks
(1)		(2)	(3)	(4)	(5)	(6)	(7)	(8)
a. Secondary (10 th) Medium=.....								
b. Senior Secondary (12 th) Medium=.....								
c. UG	Main Subject:							
d. B. Ed. Degree								
e. PG	Main Subject:							
f. Paper-II of CTET								

Date :

Place :

Signature of Govt. Servant

(Signature of HOI)

(Countersigned by DDO)

List of Enclosures

(It is mandatory to enclose self-attested true copy of all the certificates from Class-10 onward)

Sl. No.	Name of the document enclosed	Mark (✓) if enclosed)
1	Secondary (10 th) or Matriculation Mark sheet	
2	Secondary (10 th) or Matriculation Pass Certificate	
3	Senior Secondary (12 th) Mark sheet	
4	Senior Secondary (12 th) Pass Certificate	
5	Permission letter for pursuing UG Degree (if joined/completed the course after induction in the Department). Date:	
6	Mark sheets of U.G degree all semesters (Total Nos:)	
7	Provisional / Degree Certificate of U.G	
8	Permission letter for pursuing PG Degree (if joined/completed the course after induction in the Department). Date:	
9	Mark sheets of P.G degree all semesters (Total Nos:)	
10	Provisional / Degree Certificate of P.G	
11	Communication from the Directorate of Education towards entry/acceptance PG	
12	Permission letter for pursuing B. Ed. Degree (if joined/completed the course after induction in the Department). Date:	
13	Mark sheet of B. Ed	
14	Provisional / Degree Certificate of B. Ed	
15	CTET qualification certificate for Paper-II	
16	Permission letter for pursuing Additional PG Degree (if joined/completed the course after induction in the Department). Date:	
17	Mark sheets of additional P.G	
18	Provisional / Degree Certificate of additional P.G	
19	Communication from the Directorate of Education towards entry/acceptance additional PG	
20	Permission letter for pursuing M. Ed. Degree (if joined/completed the course after induction in the Department). Date:	
21	Mark sheet of M. Ed	
22	Provisional / Degree Certificate of M. Ed	
23	Communication from the Directorate of Education towards entry/ acceptance M. Ed.	
24	Any other Certificate / Degree	
25		

Signature of Govt. Servant

**ANDAMAN AND NICOBAR ADMINISTRATION
SECRETARIAT
NOTIFICATION**

Port Blair, dated the 5th November, 2019.

No. 280/2019/F.No.5-176/2019/D-III.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Government of India, Ministry of Home Affairs, New Delhi Notification No. U-14939/2/83-ANL dated 21st February, 1985 and in supersession of all previous Notification issued to this effect the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, hereby makes the following rules regulating the method of Recruitment of **Group "B" (Non-Gazetted, Non-Ministerial)** posts of **Graduate Trained Teacher** (Language / Mathematics / Physical Science / Life Science / Social Science / Home Science), **Post Graduate Teacher** [Arts / Science / Mathematics / Computer Science / Home Science / Commerce / Music / Fine Arts / Agriculture], **Post Graduate Teacher** [Physical Education], **Graduate Trained Teacher** [Fine Arts], **Headmaster** [Middle School], **Headmaster** [Primary], **Assistant Music Teacher**, **Craft Instructor** [Tailoring And Embroidery / Bamboo And Cane Works / Catering And Nutrition / Music-Vocal Or Instrumental / Dance / Mechanism In Household Appliances Including TV And Radio / Computer Application / Electronics / Electrical Works], **Physical Education Teacher**, **Librarian Grade-II**, **Science Supervisor**, **Primary School Resource Teacher** and **Assistant Supervisor** ([Sports] / Block Youth Officer / Block Sports Officer) borne in the Directorate of Education, Andaman and Nicobar Administration, namely :-

1. Short title and commencements :-

- i) These rules may be called the Andaman & Nicobar Administration (Department of Education), (Group "B" Non-Gazetted, Non-Ministerial posts) Recruitment Rule, 2019.
- ii) They shall come into force on the date of their publication in the Official Gazette.

2. Number of posts, classification and scale of pay :-

The number of posts, the classification and the scale of pay attached thereto, shall be as specified at paras 2 to 4 of the Schedule annexed to these rules.

3. Method of recruitment, age limit, qualification etc., :-

The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be as specified at paras 5 to 15 of the said Schedule aforesaid.

4. Disqualifications :-

No person —

- a) Who has entered into or contracted a marriage with a person having a spouse living,

or

- b) Who, having a spouse living, has entered into or contracted a marriage with any person shall be eligible for appointment to the said post :

Provided that the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, may, if satisfied that such marriage is permissible under the personal law applicable to such persons to the marriage and that there are other grounds for so doing, exempt any person from the operation of these rules.

5. Power to relax :-

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. Savings :-

Nothing in these rules shall affect reservations, relaxation regarding age limit and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

Admiral D.K.Joshi
PVSM, AVSM, YSM, NM, VSM (Retd.)
Lieutenant Governor,
Andaman and Nicobar Islands.

By order and in the name of the Lieutenant Governor,

Sd./-
(N.D. Bhatt)
Assistant Secretary (Edn.)

14.	To keep accurate and systematic records of students achievement and inform the parents periodically.
15.	To make best use of TLM Money and Pupils Welfare Fund to develop Teaching and Learning Materials.
16.	To treat all students with dignity, in polite manner and always desist from giving corporal punishment or any type of punishments.
17.	To attend the staff meeting, Educational Seminars, Workshops and other Professional Development activities conducted by School / Directorate of Education / DEO/ SIE/DIET / NCERT / RIE and by other authorized agencies.
18.	To establish and maintain good working habits and discipline in classrooms and throughout the schools and community.
19.	To maintain good rapport with PR / Community / General Public for well being of School and Students.
20.	To carryout relevant Administrative / Official Duties.
21.	Any other duties as assigned by the Head of the Institution / Directorate of Education / Andaman & Nicobar Administration from time to time.

SCHEDULE-II

RECRUITMENT RULES FOR THE POST OF POST GRADUATE TEACHER (ARTS / SCIENCE / MATHEMATICS / COMPUTER SCIENCE / HOME SCIENCE / COMMERCE / MUSIC / FINE ARTS / AGRICULTURE) IN THE DIRECTORATE OF EDUCATION

1.	Name of post	POST GRADUATE TEACHER (Arts / Science / Mathematics / Computer Science / Home Science / Commerce / Music / Fine Arts / Agriculture)
2.	No. of post(s)	604 in words (Six Hundred Four) *2019 *(Subject to variation dependent on workload)
3.	Classification	General Central Services Group "B", Non-Gazetted, Non-Ministerial
4.	Level in Pay Matrix	Level-8 in Pay Matrix (₹47,600- 1,51,100)
5.	Whether selection post or non-selection post ?	Selection post
6.	Age limit for direct recruits	Not exceeding 30 years. (Relaxable for Govt. Servants upto five years in accordance with the instructions or orders issued by the Central Govt.) Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from the candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division, Andaman and Nicobar Islands and Lakshadweep)
7.	Whether benefits of added service admissible under Rule 30 of CCS (Pension) Rules, 1972 ?	Not applicable

8.	Educational and other qualifications prescribed for direct recruits	1. Post Graduate Teacher: (Arts / Science / Mathematics / Commerce / Home Science) Essential: 1 Master's Degree from recognized University in the subject concerned. 2 Bachelor's Degree in Education from recognized University. 3 Should have studied the concerned subject as a main subject both in Under Graduate and Post Graduate level. 4 Should have studied in the concerned medium at Secondary / Senior Secondary level. Desirable: 1 Doctorate Degree in the subject concerned. 2 Three years teaching experience from a recognized Institution. 2. Post Graduate Teacher: (Fine Arts) Essential: 1 Master's Degree in Fine Arts with specialization in Painting from a recognized University. OR Graduate / Diploma in Fine Arts / Drawing and Painting as one of the subjects minimum 05 years course duration from a recognized Institute / University. Desirable: 1 Doctorate Degree in the subject concerned. 2 Three years teaching experience from a recognized Institution. 3. Post Graduate Teacher : (Computer Science) Essential : 1 Master's Degree in Computer Science / Computer Application from a recognized University. OR B.E. (Computer Science) Desirable : 1 Bachelor's Degree in Education from a recognized University. 2 Three years teaching experience in the subject concerned from a recognized Institution. Note :- For subsequent promotion the incumbent will have to acquire <u>B.Ed. Degree</u> 4. Post Graduate Teacher : (Music) Essential : 1 Master's Degree in Music or M.Music from any recognized University. OR
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		2 Senior Secondary Certificate Examination or Higher Secondary with any of the following :- SANGEET ALANKAR (M.Music) from All India Gandharava Mahavidyalaya Mandal, Bombay with 08 years course duration. OR SANGEET KOVID (M.Music) from Indira Kala Sangeet Vishwa Vidyalaya, Khairagarh with 08 years course duration. OR SANGEET PRAVEEN (M.Music) from Prayag Sangeet Samiti, Allahabad with 08 years course duration. OR SANGEET NIPUN (M.Music) from Bhakthande Sangeet Vidyapath, Lucknow with 08 years course duration. Desirable: 1 Doctorate Degree in the subject concerned. 2 Three years teaching experience in the subject concerned from a recognized Institution.
		5. Post Graduate Teacher : (Agriculture) Essential: 1 Master's Degree in Agriculture from a recognized University. OR 2 B.E. (Agricultural Engineering) Desirable: 1 Bachelor's Degree in Education from a recognized University. 2 Three years teaching experience in the subject concerned from a recognized Institution.
9.	Whether age and other qualifications prescribed for direct recruits will apply in the case of promotees ?	Age : No Educational Qualification : Yes
10.	Period of probation, if any	2 (Two) Years only for Direct Recruitment
11.	Method of recruitment whether by direct or by deputation/absorption and percentage of posts to be filled by various methods	50% by Promotion failing which Direct Recruitment and 50% by Direct Recruitment
12.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made	Promotion: From amongst the Graduate Trained Teachers of the Education Department in the Pay Level-7 (₹44,900-1,42,400) with 02 years' service in the grade and possessing Educational Qualification as mentioned under Sl.No. 8. Note :- Promotion will be made for the respective medium subject to vacancies in that medium.

13.	If a DPC exists, what is its composition ?	Group 'B' (Non-Ministerial) (Non-Gazetted) DPC / DCC consisting of : 1. Secretary (Education), A & N Administration – Chairman 2. Director of Education, A & N Administration – Member 3. Principal, State Institute of Education, Port Blair – Member 4. Deputy. Secretary (Perl.), A & N Administration – Member
14.	Circumstances in which UPSC is to be consulted in making the recruitment	Not applicable
15.	Duties & Responsibilities	Attached as Annexure to the Schedule

Annexure to the Schedule-II**Duties and Responsibilities of a POST GRADUATE TEACHER**

1.	Maintain regularity and punctuality in attending the school.
2.	Curriculum transaction to be carried out in accordance with the guidelines and policies of Andaman and Nicobar Administration.
3.	Complete entire syllabus within the specified period.
4.	To prepare adequately for daily assignments and plan of work in the subject concerned in such a way that orderly development and progress is promoted.
5.	To undertake systematic, objective and continuous evaluation of the progress being made by the students, having in mind that student's abilities, the goal of Education and specific objectives of each cause.
6.	To maintain systematic records of the students achievement for this purpose and issue reports to the parents periodically.
7.	To assess the learning ability of each child accordingly and supplement additional Instruction of required.
8.	To hold regular meeting with Parents, Guardians and appraise them about the regularity in attendance, ability to learn, progress made in learning and any other relevant information about the child.
9.	To teach minimum 45 teaching hours per week including preparation hours.
10.	Maintain teacher diary and record therein, plan of daily work, preparation of lessons and reference book used to supplement the information.
11.	To assign home works and its corrections regularly.
12.	Conduct of Home / Board Examination, Evaluation of answer books, preparation of result and declaration of result and maintenance of all records.
13.	To participate / assist in all curricular, co-curricular and extra-curricular activities in the school and guide the students.
14.	To organize field trips, set up Science Club and encourage the students to participate in various Competitions / Cultural Activities organized in the school, Inter School Level, Zonal Level, State Level and National Level.
15.	To pay special attention to the cleanliness and beautification of the school and its surroundings.
16.	To maintain all records properly, neatly and up to date under his charge.

17.	Maintain such good order and discipline as necessary to establish a positive learning climate.
18.	Treat the students with dignity and love.
19.	Maintain high standard of housekeeping in class room.
20.	To maintain professional standard through such activities as wide reading, attending conference, workshop and through professional exchanges with other teachers.
21.	To actively participate in school House system wide curriculum development when requested to do so.
22.	To complete such terms and records required to facilitate the smooth operation of the school or school system.
23.	To celebrate all National Days and attend National Day's functions compulsorily.
24.	To develop Scientific Temper / Creative Attitude amongst the students by conducting various programmes and competitions.
25.	To assist the Head of Institution in the day-to-day functioning of school.
26.	Any other duties as assigned by the Head of the Institution / Directorate of Education / Andaman & Nicobar Administration from time to time in the public interest.

SCHEDULE-III**RECRUITMENT RULES FOR THE POST OF POST GRADUATE TEACHER
(PHYSICAL EDUCATION) IN THE DIRECTORATE OF EDUCATION**

1.	Name of post	POST GRADUATE TEACHER (Physical Education)
2.	No. of post(s)	22 (Twenty-two) *2019 *(Subject to variation dependent on workload)
3.	Classification	General Central Services Group "B", Non-Gazetted, Non-Ministerial
4.	Level in Pay Matrix	Level-8 in Pay Matrix (₹47,600-1,51,100)
5.	Whether selection post or non-selection post ?	Selection post
6.	Age limit for direct recruits	Not exceeding 30 years. (Relaxable for Govt. Servants upto five years in accordance with the instructions or orders issued by the Central Govt.) Note :- The crucial date for determining the age limit shall be the closing date for receipt of applications from the candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangti Sub-Division, Andaman and Nicobar Islands and Lakshadweep)
7.	Whether benefits of added service admissible under Rule 30 of CCS (Pension) Rules, 1972 ?	Not applicable