



NATIONAL INSTITUTE OF OPEN SCHOOLING

REGIONAL CENTRE, JAMMU

187-P/B, Sector 1-A, Trikuta Nagar, Jammu - 180020

Website : www.nios.ac.in , www.rcjammu.nios.ac.in , E-mail : rcjammu@nios.ac.in , Phone : 0191-2574646, 9419244053

APPLICATION FORM FOR APPOINTMENT AS TEAM LEADER/EVALUATOR

(Please fill in Capital Letters only and submit it at the Regional Centre Jammu)

1. NAME: Mr. /Mrs./Ms./Dr./Prof. _____

2. DESIGNATION: _____ AADHAR No. _____

COMPLETE RESIDENTIAL
ADDRESS _____

3. _____ Distt: _____

State: _____ Pin: _____

4. Telephone _____ Mobile: _____

5. DATE OF BIRTH: _____ (DD/MM/YYYY)

6. EDUCATIONAL QUALIFICATIONS:

S.No	Degree/Diploma	Board/University	Passing Year	Subject(s)/Specialization
i)	Post Graduation			
ii)	Graduation			
iii)	B. Ed.			
iv)	Any Other(s)			

7. PRESENTLY WORKING or RETIRED: _____ Date of Retirement, if retired _____

8. PARTICULARS OF EMPLOYMENT(if retired please give particulars of position held last): *(not to be left blank)*

Name of Institutions/School	Designation & Subject Taught	Period	
		From	To

9. Total Experience : Teaching _____ Administrative _____

CERTIFICATE BY THE APPLICANT

Certified that:

1. The particulars given above are correct to the best of my knowledge and belief.
2. I have never been debarred from any Examination Work of any Board/University etc.
3. That in case any relative is appearing in the Examinations for which I am appointed as Team Leader/Evaluator, I shall intimate the same beforehand and withdraw myself from the assignment.

(Signature of the Applicant)

Certified that the particulars furnished are correct

(Signature of the Head of the Institution with Seal)

Note:

1. The applicant should get the form countersigned from the school/institution where he is presently working.
2. In case of retired staff, they may attach copy of PPO/Retirement order.

Team Leader

The Head of the team of Evaluators in a particular subject at a centre will be the Team Leader. He/She shall be the leader of a particular subject evaluation unit for all purposes and would be responsible for all the activities and proceedings relating to the arrangement and conduct of evaluation, checking and the coordination work of the answer books allotted to him/her as per norms of the NIOS.

Qualifications for Team Leader

Working/retired Principal/Vice Principal of Secondary/Sr.Secondary School affiliated to CBSE or of a school affiliated to any other Board. In case of retired Principal/Vice Principal. He/She should have not attained the age of 65 years. Their teaching subject before being becoming Principal/Vice Principal should have been the subject for which they are being appointed as Team Leaders.

The qualifications of an Evaluator are given below: -

- i) Holds at least a post graduate degree in case of Senior Secondary Examination and a graduate degree in case of Secondary Examination in the concerned/allied subject;
- ii) Has at least three years teaching experience at Secondary/Senior Secondary/ higher education level; and
- iii) Be a practicing teacher teaching the same subject in a school affiliated to CBSE or any other recognized Board/University/Institution or a person working in the State/National Level educational organization set up by the Government and is actually involved in the organization of in-service training programmes/ development of study material for Secondary/Senior Secondary students, teaching or research work or a retired teacher from CBSE affiliated school (PGT) for Sr.Secondary and TGT for Secondary) to teaching the same subject prior to his/her retirement and has not attained the age of 65 years on 1st April of the year of evaluation work.
- iv) No person shall be appointed as an Evaluator in a subject if he/she has been under suspension from services and/or departmental enquiry is either pending or is envisaged against him/her or has earlier been debarred from any work of any Board or his/her integrity is doubtful in the opinion of the Chairman, NIOS. 5
- v) No person shall be appointed as an Evaluator for more than one subject or for more than one examination simultaneously.

6.4 RATES OF REMUNERATION

6.4.1 Team Leader/Head Examiner ₹ 700/- Per day

6.4.2 Evaluators

(i) For evaluating the Answer books (AB) OF 1 to 2 hours examination (for Secondary, Sr.Secondary, Vocational & equivalent exams) ₹ 12.00 per answer book

(i) For evaluating the Answer Books of Secondary, Vocational & equivalent exams (3 hours duration) ₹ 16.00 per answer book

(iii) For evaluating the Answer Books of Sr.Secondary, Vocational & equivalent exams(3 hours duration) ₹ 20.00 per answer book

6.4.3 Co-ordinators

(i) **Class X**
For AB of 3 hours duration ₹ 500/- per day for 100 ABs or ₹ 5/- per answer book if less than 100 (minimum charges for 100 ABs per day)

For AB of less than 3 hours duration ₹ 400/- per day for 100 ABs or ₹ 4/- per answer book if less than 100 (minimum charges for 100 ABs per day)

(ii) **Class XII**
For AB of 3 hours duration ₹ 500/- per day for 100 ABs or ₹ 5/- per answer book if less than 100 (minimum charges for 100 ABs per day)

For AB of less than 3 hours duration ₹ 400/- per day for 100 ABs or ₹ 4/- per answer book if less than 100 (minimum charges for 100 ABs per day)

Note: (i) All the functionaries mentioned above are entitled for payment of a fixed conveyance charges of ₹ 300 and refreshment charges of ₹ 50/- per day, per head, irrespective of number of answer books.