



केन्द्रीय विद्यालय संगठन (मुख्यालय)
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग, नई दिल्ली - 110016
KENDRIYA VIDYALAYA SANGATHAN (HQ)
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F.No. 11048/1-1/2015-KVS(Estt-I) 4546 - 4578

Date : 15.09.2016

The Deputy Commissioner
Kendriya Vidyalaya Sangathan
All Regional Offices

Sub: Utilising the services of Vice Principals/ senior most PGT to officiate as Principal in KVs having no Principals – Reg.

Madam/Sir,

In supersession of this office letters of even no. dated 02.11.2015 and 23.12.2015 on the subject cited above, I am to convey the decision of the competent authority, KVS regarding utilization of the services of Vice Principals/ senior most PGTs as follows:-

SN.	Type of Situation	Proposed Solution
1	KVs where post of Principal is vacant but Vice Principal is in position	The Vice Principal may officiate as Principal with financial powers.
2	KVs where both Principal and Vice Principal are not in position	a) Senior most PGT of the Vidyalaya may officiate as Principal with financial powers in addition to his/her teaching duties as PGT provided he/she is clear from Vigilance angle & no disciplinary proceedings are ongoing. b) In case the Deputy Commissioner concerned has strong reasons to deviate from the a) above, VP of a KV where Principal is in position, may be deputed to officiate as Principal with financial powers. As far as possible the VP of a nearby KV may be deputed. Also, the Additional Commissioner (Admn.) will be apprised (in writing) of the circumstances under which the arrangement as mentioned at a) above is deviated.
3	KVs where neither Principal / VP nor PGT is available. (Particularly KVs upto 8 th Standard)	VP of a KV where Principal is in position, may be deputed to officiate as Principal with financial powers. As far as possible the VP of a nearby KV may be deputed.

Contd...2/p

These instructions may be treated as standing instructions for future, with following terms & conditions:-

1. The VPs and PGTs who are made to officiate as Principal will not be given any additional duty like sending to outside training/ any other major duty.
2. The VPs and PGTs against whom any disciplinary case is contemplated/ pending or who have been transferred to present KV on administrative grounds may not officiate as Principal. In such cases, second senior most teacher may officiate as Principal.
3. The VPs and PGTs who function as officiating Principal for more than 90 days continuously, their APAR will be initiated by Assistant Commissioner of the Regional Office Incharge of that KV.

The above instructions be adhered to strictly henceforth.

Yours faithfully,



(G.K. Srivastava)

Additional Commissioner (Admn.)

Copy to:-

1. The Additional Commissioner (Acad.), KVS (HQ), New Delhi.
2. All Directors, KVS ZIET for information.
3. The Deputy Commissioner (EDP), KVS (HQ) for uploading on KVS website.



Additional Commissioner (Admn.)