

Most Urgent

No. EDN-H (21) A (1) PS- 14/2016-Court Case  
Directorate of Higher Education  
Himachal Pradesh  
Tel.No:-0177-2653120,Ext: 234, E-mail:-[genbr@rediffmail.com](mailto:genbr@rediffmail.com)Fax:0177-2812882  
Dated: Shimla-171001, the September, 2022

To

All the Principals / Headmasters,  
Private Schools in Himachal Pradesh.

Subject: -

Guidelines / Instruction regarding implementation of directions Passed by Hon'ble High Court of H.P in CWP No. 8789/2014 CWP No. 8781/2014-Business Institute of Management Sciences V/s. State of HP and others.

In compliance th the order dated 27-04-2016 Judgment passed by the Hon'ble High Court of HP in CWP No. 8789/2014 CWP No. 8781/2014-Business Institute of Management Sciences V/s. State of HP and others (specially mentioned at Point No. 60, 63 & 64).

In this regard, all the private educational institution are hereby directed to ensure that:-

1. That the private institution shall appoint only the trained/eligible staff as per the norms fixed by the State Government.
2. That the fees and funds charged by the school shall be such that they are not of exploiting nature but contribute to the spread of education. The fees and funds should be commensurate to the salary of the staff being paid, development of infrastructure and facilities and activities being provided to the students. (Donation in any form from the student is strictly prohibited).
3. That the institution shall maintain proper record accounts and register in accordance with norms of HP Govt. as stated in chapter III of the Himachal Pradesh Private Educational Institutions (Regulation) Act, 1997 and Notification No. Shiksha-II-(Ga) 6-1/98 dated 10-06-2008 Corrigendum of the same.
4. That the school shall have to furnish all information and returns as called for by the Department from time to time.
5. That the recruitment of staff will be made after following proper procedure i.e. by publishing advertisement at least in two leading national daily newspaper and getting sponsorship of names from the nearest employment exchange with full detail of the required qualifications and pay scales alongwith allowances payable by the school.
6. **That the concerned school will also not charge fee towards Building fund, Infrastructure fund and development fund etc. from the students/parents even of first admission.**
7. The Principal/ Headmaster /Management of the Private School will ensure that there are no Biddies/ Cigarettes, Gutkha and other Tobacco Products shops and liquor shops within the 100 meters radius of the Schools / Institution as per Section (6) of the COTPA Act 2003.
8. The Principal/ Headmaster /Management/ SMC of the Private School will ensure that FIR is registered against the person under Section 77 of Juvenile Justice Act, 2017, in case found selling of intoxicating liquor or any narcotic drug or tobacco products or psychotropic substance to any child near to Schools/ Educational Institutions.
9. The Privately Managed Instituion will be constituted the PTA committee every year by orgnizing General house.

*17/09/22*

10 OCT 2022

10. All the private schools display the following detailed information on the notice board which shall be placed at the entrance of the campus and as well as their school websites:-
- Faculty and staff alongwith their qualifications and job experience (profile).
  - Details of Infrastructure available in the school.
  - Affiliation certificate(s) issued by the concerned Nboard to the school.
  - Details of Internship and placement.
  - Class wise detail of Fees and Funds with complete breakup.
  - Extra curricular activities with complete details.
  - Detail of Parents Teacher Association (PTA) with address and telephone numbers of its members.
  - Transport facilities provided by the school to the students with details.
  - Age of the institute and its achievements (if any).
  - Availability of scholarships with complete details.
  - List of alumni(s) along with complete addresses and telephone numbers.

The aforesaid information shall also be displayed on the website of all private educational institutions and in case any educational institution is currently not having its own website, the same shall be created immediately thereafter the aforesaid information would be displayed on the website..

Any violation of these directions shall be viewed seriously and shall constitute contempt of Court order.

**Please Treat it as Most Urgent.**

Director of Higher Education  
Himachal Pradesh  
September, 2022.

Endst. No. Even Dated: Shimla-171001 the

Copy to forwarded for information and further necessary action to:-

- The Principal Secretary (Edu) to the Govt. of Himachal Pradesh w.r.t. letter No. Shiksha-II-Chha(10)2/2015 dated 04.03.2017 for information please.
- All the Deputy Director's of Higher Education in Himachal Pradesh are directed to issue necessary instructions to the all private schools under your control to comply the orders passed by Hon'ble High Court of Himachal Pradesh in CWP No. 8789/2014 CWP No. 8781/2014-Business Institute of Management Sciences V/s. State of HP and others on 27-04-2016.
- The IT Incharge, Directorate of Higher Education, Shimla with the Direction to upload the same on the Departmental website.
- Guard file.

शिक्षा निदेशालय उच्चतर शिक्षा

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10 OCT 2022

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Director of Higher Education  
Himachal Pradesh