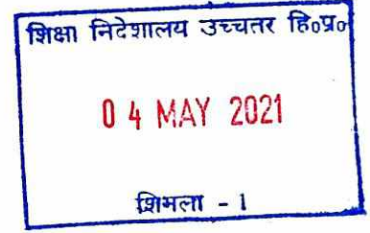


No. EDN-HE (26) B (6)01/2008-Trf (LA/Class-IV)-NT
Directorate of Higher Education
Himachal Pradesh



To Dated: Shimla-1, the _____

The Deputy Director of Higher Education
Shimla HP

Subject: - **Transfer/ Adjustment Class-IV employees**

Memo;

The approval of the competent authority for transfer/ adjustment of the following Class-IV employee(s) is hereby conveyed for further order as under: -

Sr.	Name & Designation	From	To	Remarks
1	Smt. Bimla Devi, Peon	GSSS Sheelgaon (Kharapather) Distt. Shimla	GSSS Nangarh Kadach	Against vacancy, in condonation of short stay, if any and in relaxation of ban on transfers

Note: The said approval may be implemented without TTA/JT, if in order in consonance with transfer policy, under intimation to this Directorate at the earliest.

It is, therefore, directed to issue further orders of the above employee(s) immediately, if the said approval(s) is in order in consonance with transfer policy. If the concerned employee has earlier been transferred on Administrative Grounds/ Public Interest then the case may be referred back to this Directorate immediately for soliciting further directions.

You will also ensure that the Head of institution will relieve the incumbent first before allowing the substitute to join vice whom the transfer orders have been accorded and will send the joining/ relieving report to you and to this directorate immediately. No surplus arrangement be made in any instance otherwise the salary of the surplus incumbent will be recovered from the controlling officer/DDO.

If, transferee does not join at his new place of posting within stipulated period after expiry of joining time, if allowed, the same will be informed to this directorate immediately for disciplinary action. The employee transferred from Sub-Cadre/ Tribal Area will be relieved only after joining of his/her substitute.

Director of Higher Education
Himachal Pradesh