

MOST URGENT

No. EDN-HE(1)B(2)-10/2014-Placement(Jr. Asstt.)
Directorate of Higher Education,
Himachal Pradesh

Dated Shimla-171001, the

08 August, 2014

To

The Deputy Director of Higher Education,
Shimla/Solan/Sirmour/Kinnaur/Kaza/Kelong/Kullu
Bilaspur/Hamirpur/Una/Mandi/Kangra/Chamba(H.P.)

Subject:- Particulars of Clerks for placement as Junior Assistant.

Memo,

On the subject cited above, it is informed that as per existing common R&P Rules for the placement as Junior Assistant notified by the Govt., all such incumbent will be eligible for placement as Junior Assistant only if, they possess the minimum educational qualification of 10+2 and qualified type test. Department are being issued placement orders as Junior Assistant on the basis of their seniority in the cadre of Clerk with imposed the said condition in the placement orders but it has come to the notice of the department that some Head of offices are ignoring the said conditions.

Now, it has been decided by the department that in future before making placement, it will be the personal responsibility of the Head of the offices/institution that the desired particulars of the concerned officials should be checked properly from the service book as well as from original record and same information should be forwarded to this Directorate on prescribed proforma enclosed herewith through proper channel as and when required by the department, failing which no placement orders will be issued of the concerned officials.

You are, therefore, directed to circulate the said letter to all the institutions/offices (Hr./Ele. both) situated in your Distt. for strict compliance and supply the particulars of the concerned officials shown in the list as well as leftout cases, if any, to this Directorate on prescribed proforma alongwith photocopies of other documents, **within 15 days from the date of issuance of this letter**, so that placement as Junior Assistant of concerned officials could be issued accordingly.

The said letter is also available on the department web site i.e. www.educationhp.org.

Encl:

1. Proforma
2. List of Clerks whose ACR's are completed and particulars required "A".
3. List of Clerks whose ACR's and particulars are required "B".



Director of Hr. Education
Himachal Pradesh

Endst. No. Even Dated Shimla-171001, the

08 August, 2014

Copy to:-

1. The Director of Elementary Education for similar action please.
2. DA dealing with the service book (internal) for similar action.
3. The Supdt. ACR Branch, Dte. of Hr. Education with the directions that to complete the ACR dossiers of the above officials shown in the "A" and "B" and supply these dossiers to E-I branch for further action.
4. Incharge Computer Cell, Dte. of He. Edu. For uploading on the departmental website.


Director of Hr. Education
Himachal Pradesh

PROFORMA

To be submitted by the Head of Institutions through concerned Deputy Directors in duplicate for placement as Junior Assistant.

1.	Name of candidate with mobile No.	
2.	Fathers Name	
3.	Date of regular appointment as Clerk	
4.	Date of Joining as Clerk in the Deptt.	
5.	Final Seniority No. as Clerk	
6.	Present place of posting with Tel. No.	
7.	Previous all posting with period	
8.	Educational qualifications i.e. Matric/+2 etc.(attached photo copies)	
9.	Date of birth	
10.	Type test qualified yes or no, if yes, attached photo copy	
11.	Category (Gen./SC/ST/Ex.Serviceman /OBC etc.)attached photo copy	
12.	Mode of recruitment	
13.	Permanent address	
14.	integrity Vigilance/Departmental enquiry if any status thereof	
15.	PMIS Code	

I do certify that all particulars Sr. No. 01 to 15 are correct.

Signature of concerned officials

Certified that all particulars shown at Sr. No. 01 to 15 are true and correct, hence verified.

Signature of Head of office with seal

COUNTERSIGNED BY DDHE

ANNEXURE-A**Completed ACR's for Placement of Junior Assistant**

Sr.No.	Sty. No.	Name	Place of posting	D.O.B	D.O.A
1.	1726	Rajesh Kumar	DDHE R/Peo (Knr)	15.09.75	11.01.96
2.	1848-A	Ravinder Kumar	GSSS Lohara	28.02.70	18.06.97
3.	2518	Dalip Chand	BEEO Hamirpur	05.02.63	26.09.2k
4.	2561-A	Janak Raj	GHS Devdhar, Mandi	09.10.79	13.7.2k
5.	2856	VirenderSingh	GSSS Balog (Sml)	03.04.75	08.01.03
6.	2979	Megh Singh	GHS Alipabo (Mnd)	15.03.62	08.10.04
7.	2986-A SC	Bhanu Partap	GHS, Manoh(Kgr)	01.03.81	23.11.04
8.	3006	Neel Chand	BEEO Katrain (Klu)	10.08.76	02.08.05
9.	3010	Madan lal	NCC(B) Solan	25.06.67	30.07.05
10.	3018	Suni Devi	GHS Sandhu(Sml)	15.03.57	28.07.05
11.	3026	Geeta Ram	GHS Sarpara(SML)	01.09.58	17.08.05
12.	3029	Murat Singh	GHSKafrah(Sml)	20.11.58	07.09.05
13.	3041	Suresh Kumar	GHS kothi-Kohar(Kgr)	01.01.71	19.08.05
14.	3058	Chetan Kumar	BEEO Chachiot-1(Mnd)	21.09.67	28.07.05
15.	3070	Nain Sukh	GHS Jahu(Sml)	01.11.57	02.08.05
16.	3079	Bimla Devi	GSSS Garsa, Kullu	03.02.69	04.08.05
17.	3081	Nesu Ram	GHS Sholang (KLu)	28.05.66	03.08.05
18.	3084	Bimla Devi	GHS Dugyani (Sml)	02.02.59	04.08.05
19.	3088	Mast Ram	GHS Halau(Sml)	04.06.71	06.08.05
20.	3096	Sanjeev Singh	GSSS Moondhi(Kgr)	01.05.68	09.11.05
21.	3099	Sohan Lal	GSSS Saur (SLN)	10.09.68	13.07.06
22.	3101	Bansi Lal	GHS Kotla(KGR)	16.06.67	08.02.06
23.	3106	Shiv Ram	GSS Dodra(SML)	17.12.66	24.02.06
24.	3108	Bajaroo Ram	SSS Runukothi(CBA)	26.11.65	08.02.06
25.	3118	Paras Ram	GSSS Dansa(SML)	27.06.74	29.03.06
26.	3118-A	Purshotam Dass	SSS, Dofda(Sml)	14.3.72	18.2.06
27.	3119	Kamlesh Sharma	GHS Darwa(Solan)	27.7.65	18.2.06
28.	3127-A	Davinder Singh	SSS Daulatpur Chowk Una	29.09.66	14.9.06
29.	3127-B	Rajesh Kumar,	SSS Daulatpur Chowk Una	05.11.74	14.9.06
30.	3127-C	Shakuntla Devi	GSSSRajiana, Kangra	15.2.59	12.12.06
31.	3131	Prem Prakash	SSS Bhaloo Chopal(Sml)	15.10.62	12.11.07
32.	3133	Manjeet Singh	DDHE Sirmour	15.04.67	12.11.07
33.	3134	Bimla Devi	BEEE Nerwa(Sml)	07.03.66	12.11.07
34.	3136	Narender Kumar Sharma	DDHE Kangra	03.04.69	--do--
35.	3137	Saroj Thakur	DHE, HP Shimla-1	10.01.56	--do--
36.	3138	Munna Lal	DHE, HP Shimla-1	14.02.67	--do--
37.	3139	Bhuneshwari	G. C. Seema, Shimla	13.02.67	--do--
38.	3140	Kiran Bhatti	Govt. Degree Solan, .	07.09.67	--do--
39.	3141	Goverdhan Singh	DHE, HP Shimla-1	03.08.67	--do--
40.	3142	BimlaDevi	BEEO Rampur(SML)	15.01.62	--do--
41.	3143	Pushpa Pal	DHE, HP Shimla-1	11.06.70	--do--
42.	3144	Meera Sharma	DHE, HP Shimla-1	13.8.68	--do--
43.	3145	Jaya Sharma	DHE, HP Shimla-1	05.02.62	--do--
44.	3146	Urmila	DHE, HP Shimla-1	4.10.70	--do--
45.	3147	Suman Dutta	GHS Khalini	1.1.62	--do--
46.	3148	Ravinder Kr.	GSSS (G) Jubbal	24.3.64	--do--

47.	3149	Shanti Devi	GSSS Oachhghat	05.06.66	--do--
48.	3150	Sharda Devi	Centre State Library	7.7.59	--d0--
49.	3151	Yadvinder	DDHE, Dharamshalla	05.05.65	--do--
50.	3152	Manorma	GSSS Chamiyan	18.7.62	--do--
51.	3153	Karan Singh	DHE, HP Shimla-1	08.03.64	13.11.07
52.	3154	Kamla Devi	GSSS Navgaon Solan	10.2.68	24.1.08
53.	3155	Gopal Lal	BEEO Arki Solan	28.4.73	28.3.08
54.	3157	Devi Ram	GDC Kotshera Shimla	05.04.62	14.01.09
55.	3160	Sita Ram	DHE HP Shimla-1	07.02.66	31.12.08
56.	3167	Manohar Lal	DEE HP Shimla-1	02.04.66	07.01.09
57.	3170	Hari Ram	DEE HP Shimla-1	14.12.63	07.01.09
58.	3173	Rai Singh	GSSS Mahadev(MND)	10.01.53	07.01.09