

No. EDN- H (21) B (15) 05/2010-HIPA-  
Directorate of Higher Education  
Himachal Pradesh

Telephone No. 0177-2653120, 2653575, Extn. 234 Fax: 0177-2812882  
e-mail: dir.edu@rediffmail.com & genbr@rediffmail.com

Dated: Shimla-171001 the

From: - The Director of Higher Education  
Himachal Pradesh

To All the Principals /Headmaster, G.S.S.S./GHS,  
in Himachal Pradesh

Subject: - Nomination & Relieving of Officer/Official for Training.


Memo:

It has been reported by various training Institutes such as Himachal Pradesh Institute of Public Administration, Fairlawns Shimla, SCERT Solan, GCTE Dharamshala, RIE Chandigarh, RIE Ajmer, NCERT New Delhi, National University of Educational Planning & Administration and CCRT New Delhi etc. **"That many times departments do not nominate appropriate employee for the training courses/workshops and in many cases nominated employees are not relieved by the concerned offices for the Training programmes"**.

In this connection, you are requested to take immediate action on priority basis regarding informing/relieving the nominated teachers/other staff to participate in training programmes. **It is accordingly requested to nominate Officers/Officials for the programme(s) and to send the nominations along with the information sheets so as to reach above mentioned Training Institutions at least 15 days in advance before the commencement of each Programmes Training. Non-compliance of these orders will be viewed seriously and disciplinary action as warranted under the rule will be initiated against the defaulters.**




Further, on completion of the training programme the concerned officers/ officials shall submit the feedback report on the prescribed proforma to the Head of Institution who will send the same to this Directorate for taking further action.

  
(Dinkar Burathoki)  
Director of Higher Education  
Himachal Pradesh

Endst. No.                      Even                      Dated:                      Shimla-171001                      the

Copy for information to:-

- 1 All the Dy. Director of Higher Education, in Himachal Pradesh for taking further necessary action in the matter.
- 2 The Technical Officer (Computer/IT Cell), Directorate of Higher Education is hereby requested to upload the same on departmental website.
- 3 Guard file.

  
Director of Higher Education  
Himachal Pradesh