

No. EDN-H(19)B(1)-1/2012-PTA-Genl
Directorate of Higher Education
Himachal Pradesh

Dated: Shimla-171001

the

25th Dec., 2014

To

All the Principals of Sr. Sec. Schools,
In Himachal Pradesh.

Subject: Regarding taking over the services of PTA (GIA Rules 2006) provided teachers on contract basis.

Memo:

In pursuance to the Additional Chief Secretary (Edu) to the Govt. of HP letter no. EDN-A-Kha(7)-6/2012-L dated 24.12.2014 on the subject cited above.

In this regard, it is intimated that the matter regarding taking over the services of all those incumbents who have completed seven years instead of eight years is under consideration at the Govt. level.

Therefore, you are directed to send the requisite information as per the performa enclosed in r/o all PTA (GIA) provided Lecturers/ DPEs to the Dy Director concerned **by 26.12.2014 (AN) through special messenger** with all relevant documents. You are further intimated that the particular already submitted as per this Directorate letter dated 10.12.2014, need not to send again.

Before sending the particulars to the concerned DDHs all the Principal/DDOs are directed to observe the following instructions carefully to avoid any delay/unnecessary correspondence to this effect:-

- 1. Whether all the column in the performa have been filled in properly neat and clean.**
- 2. All the documents/certificates have been attached in the sequence i.e Appointment order, termination order if any, re-engagement order, cast/category certificate, Himachali domicile certificate, Academic certificate Matric, 10+2, Graduation, PG, Professional (B.Ed/BPEd)**
- 3. No alteration be made in the prescribed performa.**
- 4. If additional information requires more space in any column attach a separate sheet.**
- 5. This information will not be accepted through e-mail/fax or directly in this directorate. The same be submitted to the collection center in the office of Dy Director concerned by 26.12.2014 (AN).**
- 6. This performa should be signed by the Principal or by the DDO concerned only and any attestation/certification by other official will be viewed seriously.**

List of the PTA provided Lecturer whose particulars have already been received in this Directorate is available with the Deputy Director concerned.

This letter is also available on the departmental website www.educationhp.org.

Sd/-

Director of Higher Education
Himachal Pradesh

Encls: As above

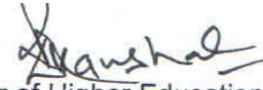
the 25th Dec., 2014

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Copy forwarded for information and necessary action to:-

1. The All the Deputy Director of Hr. Education in Himachal Pradesh with the direction to collect the documents as per above instructions from all concern institutions and supply the same as per the instructions which is being conveyed separately.
2. Incharge IT Cell, with the direction to upload this letter on Departmental website.


Director of Higher Education
Himachal Pradesh

POST:.....

DISTT.....

**SUBMISSION OF PARTICULARS IN R/O PTA (GIA) PROVIDED TEACHER LECTURER (SCHOOL)/DPEs FOR
TAKING OVER THE SERVICE ON CONTRACT BASIS**

1.	Name of PTA Provided Teacher					
2.	Designation	Subject if Lecturer (School)				
3.	Father's Name					
4.	Name of GSSS with Distt. (Mob. No/ phone No mandatory)		Phone No with STD code or Mob. No of Principal			
	Permanent Address of candidate (Mob. No mandatory)		Mob. No of teacher			
6.	Date of Birth	Male/Female				
7.	Date from which GIA is being paid					
8.	Category (Gen/SC/ST/OBC) Attach copy in case of SC/ST/OBC					
9.	Detail of termination, if any till date:					
	From	to	No of days	Reason of termination		
10.	Detail of re-engagement :					
	Dt. of re-engagement		Reference Order for re-engagement (Attach copy)			
11.	Educational Qualification (Please attach copy of relevant certificates):-					
	Qualification	Name of Uni./Board	Year of Passing	Total Marks	Marks Obtained	Percentage
	Matric					
	10+2					
	BA/BSc/B.Com/BPE					
	MA/MSc/M.Com/ M.PEd					
	B.Ed/BPEd					
12.	Himachali domicile, specify Yes or No					

13. Year wise service detail in r/o PTA provided teacher:								
Year	During the year actual duty period for which GIA paid		Vacation period		Detail of break for which GIA not paid (vacation is not part of break)			
	From	To	From	To	From	To	No of days	Reason of break*
1	2	3	4	5	6	7	8	9
2006								
2007								
2008								
2009								
2010								
2011								
2012								
2013								
2014								
Total days of Break period								

*for additional information attach separate sheet

Signature of PTA provided Teacher
(Name.....)

- It is certified that Sh/ Smt/Miss..... is working as PTA (GIA) Lecturer/DPE.....subject under PTA GIA policy w.e.f.....till date and GIA has been paid to him/her for the period mentioned above in S.No. 13 (Column No 2 & 3).
- His/her work and conduct is (Good/V.Good/Satisfactory).....during the period w.e.f..... till date.
- Since his/her engagement i.e. w.e.f(actual date from which GIA paid), total absence period isdays as shown in above S. No. 13 column No 8.
- Certified that the information as mentioned above is correct as per the school/relevant record.

Date:.....

Signature of Principal/DDO(official seal)
(Name of signing officer.....)

Check list for Principal/DDO to ensure before sending the case from institution:-

- Whether all column have been filled correctly. Don't make any alteration in the above Perfmora.
- Whether Mobile No./phone No in r/o teacher and institution is mentioned.
- Whether all the documents have been attached in order i.e. Appointment order, order of termination if any, order of re-engagement, Academic qualification certificate Martic,10+2, Graduation, PG, Professional(Bed/ BPEd etc), Category certificate if any, Domicile Himachali.