

**No. EDN-HE(12)B(2)-17/2012-PTA-Part-II**

**Directorate of Higher Education**

**Himachal Pradesh**

Tel: 0177-2656621, Fax No. : 0177-2812882, 2811247

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Dated :Shimla -171001

07th January, 2015

**OFFICE ORDER**

In pursuance to the decision taken by the Govt. and further conveyed by the Principal Secretary (Education) to the Govt. of Himachal Pradesh vide letter No. EDN-A-Kha(7)6/2012 dated 16<sup>th</sup> August, 2013, clarification dated 24.05.2014, 02.01.2015 & instructions vide letter No. EDN-A-Kha(7)-6/2012- dated 03.01.2015 and as per the record made available by the Principal concerned and on the recommendations of Screening Committee constituted at the Directorate level, the services of the following DPEs who were engaged/ provided by the PTA under Grant-in-Aid Rules-2006 in Govt. Sr. Sec. Schools in H.P. against the sanctioned post and have completed seven years of continuous services as on 31.12.2014 after considering the permissible/specified absence as per instruction issued on 03.01.2015 are hereby taken over **purely on Contract basis as DPE** on the salary of minimum Pay Band (Rs.10300/-) + Grade Pay (Rs.3600/-) per month. The DPEs are directed to report for duties in the respective schools of their present posting where they are already posted within the prescribed time subject to the acceptance and fulfillment of the following terms and conditions:-

**Necessary directions for DDOs/Controlling officers/Principals before signing the agreement with the teacher:-**

- (1) **The services of only those PTA provided DPEs under Grant-in-Aid have been taken over *who have put in seven years of continuous service on 31.12.2014. However while reckoning seven years continuous service absence period due to the reasons mentioned below not be considered as break:-***
  - (a) **Absence period for doing B.Ed. or any higher qualification exams required to fulfil R&P Rules i.e. improvement in the subject concerned etc.**
  - (b) **Maternity Leave availed upto 84 days or 168 days (two separate spells of Maternity Leave).**
  - (c) **Absence period on medical grounds (Medical certificate of that particular time only be checked).**
  - (d) **Other than the above a period of maximum 42 days of absence on account of other reasons.**
- (2) **If there is any break beyond the instructions at Sr. No. (1) in the continuity of service on any account in respect of the DPE concerned, if so found the matter may be brought to the notice of this Directorate immediately (while deciding this period, unauthorised absence beyond the details given above be taken into consideration).**
- (3) **It may be ensured that no enquiry/vigilance case is pending against the candidate concerned.**

Sr. No.	Name of DPE	Present place of posting	Category	Date of Birth	Date of first engagement / hired on PTA basis.
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>
1	Rajiv Kumar	<i>GSSS Bassi, Bilaspur</i>	ST	26.05.1983	29.06.2006
2	Narinder Pal Singh	<i>GSSS Majari, Bilaspur</i>	Gen	11.03.1979	15.09.2006
3	Sunil Kumar	<i>GSSS Domehar, Solan</i>	Gen	28.10.1982	25.09.2006
4	Kaul Singh	<i>GSSS Kot Tungal, Mandi</i>	Gen	22.05.1982	26.09.2006
5	Baldev Singh	<i>GSSS Ladbharol, Mandi</i>	Gen	20.07.1977	28.08.2006
6	Domodar Singh	<i>GSSS Ghaniar, Mandi</i>	Gen	01.04.1979	29.06.2006

7	Lalit Kumar	<i>GSSS Makreri, Mandi</i>	Gen	01.10.1977	29.06.2006
8	Vinod Kumar	<i>GSSS Sari, Mandi</i>	Gen	04.04.1974	01.07.2006
9	Hitender Kumar	<i>GSSS Sainj Bagra, Mandi</i>	Gen	03.11.1977	29.06.2006
10	Khem Singh	<i>GSSS Chouni, Mandi</i>	Gen	11.02.1979	01.07.2006
11	Lal Chand	<i>GSSS Jhungi, Mandi</i>	Gen	22.03.1977	01.07.2006
12	Hitender Kumar	<i>GSSS Pressi, Mandi</i>	Gen	16.07.1977	19.10.2006
13	Mohan Singh	<i>GSSS Khuddi, Mandi</i>	Gen	07.12.1979	06.10.2006
14	Kishore Kumar	<i>GSSS Batheri, Mandi</i>	Gen	05.04.1979	28.09.2006
15	Mahinder Verma	<i>GSSS Baragaon, Shimla</i>	Gen	26.02.1978	01.07.2006
16	Virender Kumar	<i>GSSS Nagjubbar, Shimla</i>	Gen	02.08.1979	21.08.2006
17	Onkar Chand	<i>GSSS Sarot, Shimla</i>	Gen	09.09.1974	07.08.2006
18	Mohinder Singh	<i>GSSS Ghoond, Shimla</i>	Gen	07.04.1978	12.10.2006
19	Sucha Singh	<i>GSSS Makol, Kangra</i>	OBC	18.07.1978	05.10.2006
20	Satish Kumar	<i>GSSS Khatiar, Kangra</i>	OBC	04.06.1979	27.10.2006
21	Sunil Kumar	<i>GSSS Sanghol, Kangra</i>	OBC	19.05.1980	01.10.2006
22	Bobinder Singh	<i>GSSS Kareri, Kangra</i>	Gen	03.08.1975	28.10.2006
23	Ajay Kumar	<i>GSSS Ambota, Una</i>	Gen	27.05.1981	01.09.2006
24	Rajesh Kumar	<i>GSSS Amboya, Sirmour</i>	Gen	01.11.1979	29.06.2006
25	Govind Ram	<i>GSSS Tatiyana, Sirmour</i>	OBC	11.09.1977	29.06.2006
26	Sant Ram	<i>GSSS Jarwa Juneli, Sirmour</i>	Gen	19.04.1976	01.07.2006
27	Suresh Chand	<i>GSSS Banore, Sirmour</i>	Gen	15.02.1973	05.09.2006
28	Devpal Singh	<i>GSSS Rajana, Sirmour</i>		01.01.1977	29.06.2006
29	Meen Singh	<i>GSSS Haripur Dhar, Sirmour</i>	Gen	18.03.1980	09.11.2006
30	Naresh Kumar	<i>GSSS Maneoti Shimla</i>	Gen	07.04.1978	01.11.2006
31	Vikram Dhadwal	<i>GSSS Gahlian, Kangra</i>	Gen	15.11.1980	01.11.2006
32	Man Singh	<i>GSSS Thaltukhod, Mandi</i>	Gen	29.09.1975	23.09.2006
33	Kewal Ram	<i>GSSS Malat, Shimla</i>	Gen	02.09.1975	06.12.2006
34	Sushil Kumar	<i>GSSS Rathal, Shimla</i>	Gen	22.04.1982	03.08.2006
35	Tek Singh	<i>GSSS Kuthera Jaswalan, Una</i>	Gen	03.02.1973	04.09.2006
36	Satish Kumar	<i>GSSS Balh Churani, Bilaspur</i>	Gen	21.07.1976	30.08.2007
37	Kishori Lal	<i>GSSS Jaddu Kulziar, Bilaspur</i>	SC	19.06.1978	06.10.2007
38	Sandhya Kumari	<i>GSSS Gehrwin, Bilaspur</i>	Gen	11.08.1982	23.09.2007
39	Kranti Mohan	<i>GSSS Harnora, Bilaspur</i>	Gen	20.09.1977	06.09.2007
40	Pawan Kumar	<i>GSSS Shikroha, Bilaspur</i>	Gen	20.04.1984	21.09.2007
41	Rakesh Kumar	<i>GSSS Jhajjakothi, Chamba</i>	Gen	26.02.1978	24.09.2007
42	Rajeev Kumar Rana	<i>GSSS Kauna, Kangra</i>	Gen	30.03.1978	04.07.2007
43	Shyam Lal	<i>GSSS Kothi Kohar, Kangra</i>	OBC	02.02.1979	30.07.2007
44	Jetender Katoch	<i>GSSS Paplal, Kangra</i>	Gen	11.07.1981	24.09.2007
45	Nasib Rana	<i>GSSS Lanoud, Kangra</i>	Gen	24.09.1980	06.09.2007
46	Hitender Singh	<i>GSSS Matal, Shimla</i>	Gen	22.12.1979	08.08.2007
47	Jitender Singh	<i>GSSS Shilla, Shimla</i>	Gen	15.04.1976	23.07.2007
48	Pawan Kishore	<i>GSSS Shiwan, Shimla</i>	Gen	07.11.1982	29.08.2007
49	Neela Dutt	<i>GSSS Karyali, Shimla</i>	SC	25.06.1980	26.09.2007
50	Kuldeep Thakur	<i>GSSS Giltari, Shimla</i>	Gen	23.11.1983	05.09.2007
51	Pramod Kumar Chauhan	<i>GSSS Barach, Shimla</i>	Gen	27.07.1981	18.09.2007
52	Arvinder Singh	<i>GSSS RamNagar, Shimla</i>	Gen	01.01.1977	10.08.2007
53	Meera Verma	<i>GSSS Dubloo, Shimla</i>	Gen	02.05.1974	06.10.2007
54	Deepak Kumar	<i>GSSS Dhar, Shimla</i>	Gen	26.12.1979	27.09.2007
55	Rajnesh Justa	<i>GSSS Rawlakaiar, Shimla</i>	Gen	30.09.1983	30.08.2007
56	Sanjeev Kumar	<i>GSSS Ratnari, Shimla</i>	Gen	02.05.1981	24.09.2007
57	Shyam Singh	<i>GSSS Kafalah, Shimla</i>	Gen	06.11.1979	05.06.2007

58	Bhupal Singh	<i>GSSS Malendi, Shimla</i>	Gen	28.02.1973	23.04.2007
59	Kam Raj	<i>GSSS Chari Dharan, Shimla</i>	Gen	09.09.1978	25.08.2007
60	Sarita Devi	<i>GSSS Solang, Shimla</i>	Gen	04.08.1982	11.06.2007
61	Rajeshwar Singh Ranta	<i>GSSS Tharola, Shimla</i>	Gen	25.06.1969	13.08.2007
62	Gopal Chand	<i>GSSS Basadhar, Shimla</i>	Gen	28.10.1976	03.08.2007
63	Durga Prasad	<i>GSSS Kinnu, Shimla</i>	Gen	21.05.1979	28.08.2007
64	Roop Singh	<i>GSSS Dhawal, Mandi</i>	Gen	03.02.1979	23.04.2007
65	Reshma Kumari	<i>GSSS Meharidhar, Mandi</i>	Gen	01.07.1976	21.09.2007
66	Sanjay Kumar	<i>GSSS Bihani, Mandi</i>	Gen	12.08.1977	01.04.2007
67	Hitesh Kumar	<i>GSSS Nanj, Mandi</i>	Gen	09.11.1979	16.11.2007
68	Param Dev	<i>GSSS Heun-Pehad, Mandi</i>	Gen	05.01.1983	07.09.2007
69	Dinesh Kumar	<i>GSSS Kuthera, Mandi</i>	Gen	18.08.1981	10.09.2007
70	Surender Pal	<i>GSSS Gaddidhar, Mandi</i>	Gen	14.04.1978	22.09.2007
71	Atul Sharma	<i>GSSS Bhararpatt, Mandi</i>	Gen	17.06.1984	20.09.2007
72	Gurmukh Singh	<i>GSSS Bhadsali, Una</i>	OBC	23.08.1977	01.07.2006
73	Shyameshwari	<i>GSSS Tangling Kinnaur</i>	ST	21.02.1976	26.02.2007
74	Rakesh Kumar	<i>GSSS Jangi Kinnaur</i>	ST	28.08.1978	05.04.2007
75	Shanta Kumari	<i>GSSS Lippa, Kinnaur</i>	ST	17.01.1976	25.04.2007
76	Suresh Kumar	<i>GSSS Dharampur, Sirmaur</i>	Gen	18.04.1982	03.10.2007
77	Kamlesh Kumar	<i>GSSS Deothi Majhgaon, Sirmaur</i>	Gen	25.05.1978	24.09.2007
78	Manohar Lal	<i>GSSS Kujji, Sirmaur</i>	SC	23.11.1979	22.09.2007
79	Ajay Kumar	<i>GSSS Bhanog, Sirmaur</i>	Gen	26.06.1976	28.08.2007
80	Jagdish Kumar	<i>GSSS Kaloh, Sirmaur</i>	Gen	04.03.1979	06.10.2007
81	Sapna Chauhan	<i>GSSS Jaon, Kullu</i>	Gen	17.05.1976	24.09.2007
82	Ramesh Chand	<i>GSSS Shanshar, Kullu</i>	Gen	05.04.1976	06.02.2007
83	Amit Kumar	<i>GSSS Balera, Solan</i>	Gen	25.09.1983	31.08.2007
84	Kailash Chand	<i>GSSS Kilba, Kinnaur)</i>	ST	18.09.1978	29.06.2006
85	Anuj Kumar	<i>GSSS Gagat Shikore, Sirmour</i>	Gen	24.11.1981	06.11.2006
86	Rajesh Kumar	<i>GSSS Aerla, Kangra</i>	OBC	15.04.1977	22.09.2007
87	Jagat Pal	<i>GSSS Sohari, Bilaspur</i>	Gen	24.05.1974	20.09.2007
88	Ravi Singh	<i>GSSS, Golwan, Mandi</i>	Gen	19.9.1975	04.09.2006


### Terms and conditions

1. Since the Appointment is being given **purely on contract basis**, the Appointee will have to execute a bond on the judicial paper with the Principal of concerned school, on behalf of Director Higher Education where he/she is taken over that he/she has carefully gone through the conditions of the contract appointment and the conditions imposed are acceptable to him/her. The joining report will be accepted only after the execution of the requisite bond between the Head of Institution and the appointee as per annexure 'A'.
2. It will be the personal responsibility of the Principal to inform this Directorate regarding joining of the concerned DPE.
3. That the educational and professional qualifications possessed by the candidate will be the same as prescribed by the Department for the post at the time of entry to the grade /post. The Head of the School will also ensure that the educational and professional qualification possessed by the candidate is from a recognized University and in case of non-fulfillment of requisite qualification the matter will be brought to the notice of Directorate where upon the services shall be terminated without assigning any further reasons. Relevant documents of DPE being appointed under reserve categories may also be verified and if the verification reveals that the claim to belong to reserve categories, as the case may be is false, similar procedure shall be followed as in case General category candidate. All necessary verification to this effect is to be made by the Head of the concerned school at the time of his joining. Duly attested copies of certificates be kept in the Office for record.

4. The appointee is liable to serve in any part of the State as per the administrative requirements of the Department and shall have to serve at least one term in the Tribal/Difficult areas. If posted in non Tribal /Non-Difficult area, he / she shall be posted at any time in Tribal /Difficult areas as per the administrative requirements of the Department.
5. The contractual appointee will be paid fixed contractual amount @ Rs. 13900/- per month (which shall be equal to minimum of pay band + grade Pay). The Contract appointee will be entitled for annual increase in contractual amount (3% of the minimum of pay Band + Grade Pay) as Annual increase in contractual emoluments for the subsequent year (s) will be allowed if contract is extended beyond one year.
6. The Contract will be renewed on year to year basis by the Principal of concerned school on behalf of the Director Higher Education subject to good performance and good conduct.
7. The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance / conduct of the contract appointee is not found satisfactory.
8. Contractual DPE will be entitled for one day casual leave after putting one month service. However the contract employee will also be entitled for 16 weeks Maternity leave, 10 days Medical Leave and five days special leave. He/ She shall not be entitled for Medical Reimbursement and LTC etc. No leave of any other kind except above is admissible to the contractual employee. However un availed casual leave and Medical leave can be accumulated to the calendar year and will not be carried forward for the next calendar year.
9. Unauthorized absence from the duty without the approval of the controlling authority shall automatically lead to the termination of the contract. Contractual DPE (Name of the post) will not be entitled for contractual amount for the period of absence from duty.
10. An official appointed on contract basis who have completed three years of service as such at one place of posting will be eligible for Transfer on need based wherever required on Administrative grounds except as stated in terms and conditions at No 4.
11. Selected candidate will have to submit a certificate of his/her fitness from a Government Medical Officer. Women candidate pregnant beyond 12 weeks will stand temporarily unfit till the confinement is over. Such women candidate will be allowed to join upon fitness certificate from an Government Medical Officer.
12. Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular officials at the minimum of pay scale.
13. Provision of service rules like FR, SR, Leave Rules, GPF Rules & Pension Rules etc. as applicable in case of regular employee will not be applicable to contract appointees.
14. The appointment to the service shall be subject to order regarding reservation in the service for Scheduled Castes /Scheduled Tribes /other Backward Classes /other categories of persons issued by the Himachal Pradesh Government from time to time.
15. He/She will have to give a declaration to the effect that He/ She has only living spouse, if married
16. He/She will have to take an oath of allegiance /faithfulness to the Constitution of India or making solemn affirmation.
17. The appointee (s) should be a bonafide resident of Himachal Pradesh.
18. **These orders can be withdrawn any time if anything found contrary to the Govt. Instructions dated 16.08.2013 and 03.01.2015 without any notice.**

If these specific as well as usual terms and conditions are acceptable to the candidate(s), he/she will report for duty at the institution of his/her posting **within 15 days** from the date of issue of these orders along with documents required to be produced as per terms of this order and will execute the requisite bond of contract, failing which the offer of the appointment shall automatically stand cancelled and the candidate will have no right to claim it.

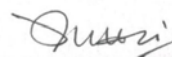
These orders are available on Departmental website i.e. [www.educationhp.org](http://www.educationhp.org)



**Director Higher Education  
Himachal Pradesh**

Endst. No. Even Dated: Shimla-171001 the , 7<sup>th</sup> January, 2015  
Copy for information and further necessary action to:-

1. The Additional Chief Secretary (Higher Education) to the Govt. of Himachal Pradesh, Shimla-171002.
2. All the Deputy Directors of Higher Education, Himachal Pradesh with the direction that the character and antecedents of the candidates appointed in the schools under his control may be got verified within three months of the date of their joining and reports be sent to this Directorate within 10 days after completion of the scheduled date /time of three months. The intimation of the joining of the candidates in his district may also be sent.
3. The concerned Principals of the schools with the directions that before accepting the joining report of the candidate it may be ensured that a bond on Judicial Paper (in triplicate) is required to be executed between the Head of the institution and the contract appointee as per specimen copy enclosed. Original copy of the bond will be retained in the office of the schools, other copy is to be handed over to the appointee and third copy will be forwarded to this Directorate along with joining report. Their joining will be incomplete if this office has not received aforesaid documents. **The joining of appointee will be treated from the date of signing of the bond:-**
4. The D.A. dealing with seniority/Transfer/Pay fixation matters in the +2 Branch (internal) Directorate of Higher Education with the directions that the separate seniority of the teachers appointed on contract basis be maintained.
5. Individual concerned.
6. The Guard file



**Director Higher Education  
Himachal Pradesh**

**Form of contract/ agreement to be executed between the DPE (Name of the post) and the Government of Himachal Pradesh through Director of Higher Education. (Designation of the Appointing Authority).**

This agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ between Sh./Smt. \_\_\_\_\_ S/O

Shri \_\_\_\_\_ R/O \_\_\_\_\_

Contract appointee (hereinafter called the FIRST PARTY), AND The Governor of Himachal Pradesh through Director of Higher Education (Designation of the Appointing Authority)/Head of the Institution i.e. Principal/Headmaster (here-in-after the SECOND PARTY).

Whereas , the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a DPE (Name of the post) on contract basis on the following terms & conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a DPE (Name of the post) for a period of 1 year commencing on day of \_\_\_\_\_ and ending on the day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY with SECOND PARTY shall ipso-facto stand terminated on the last working day i.e on \_\_\_\_\_. And information/ notice shall not be necessary.
2. The contractual amount of the FIRST PARTY will be Rs. 13900/- per month.
3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/ conduct of the contract appointee is not found good or if a regular incumbent is appointed/ posted against the vacancy for which the first party was engaged on contract.
4. The contractual appointment shall not confer any right to incumbent for the regularization of service at any stage.
5. Contractual DPE (Name of the post) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual DPE (Name of the post). He will not be entitled for Medical Reimbursement and L.T.C etc. Only maternity leave will be given as per Rules.
6. Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. A contractual DPE (Name of the post) will not be entitled for contractual amount for the period of absence from duty.
7. Transfer of an official appointed on contract basis will not be permitted from one place to another in any case. An official appointed on contract basis who have completed three years tenure at one place of posting will be eligible for transfer on need basis wherever required on administrative grounds.
8. Selected candidate will have to submit a certificate of his/her fitness from a Government/ Registered Medical Practitioners. In case of Woman candidates pregnant beyond twelve weeks will render her temporarily unfit till the confinement is over. The woman candidate should be re-examined for fitness from an authorized Medical Officer/ Practitioner.
9. Contract appointee will be entitled to TA/DA, if required, to go on tour in connection with his /her official duties at the same rate as applicable to regular counter-part official.
10. The Employees Group Insurance Scheme as well as EPF/GPF will not be applicable to contractual appointee(s).

**WITNESS the FIRST PARTY AND SECOND PARTY have herein to set their hands the day, month and year first, above written**

IN THE PRESENCE OF WITNESS:

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Name and full address)

(Signature of the FIRST PARTY)

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Name and full address)

IN THE PRESENCE OF WITNESS:

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Name and full address)

(Signature of the SECOND PARTY) 2.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Name and full address)