

**REGISTERED POST
MOST IMMEDIATE**

No. EDN-H (21) B (15) 03/2018-SCERT/GCTE-

Directorate of Higher Education
Himachal Pradesh

Telephone No. 0177-2653120, 2653386, 2653575, Extn. 234 Fax: 2812882
E-mail: dir.edu@rediffmail.com & genbr@rediffmail.com

Dated: Shimla-171001 the , 2018

From: - The Director of Higher Education
Himachal Pradesh

To

- 1 All the Principals of Govt. Colleges, in Himachal Pradesh
- 2 All the Dy. Directors of Higher Education, in Himachal Pradesh
- 3 All the Principals/Headmasters/GSSS/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 directed to take immediate action on priority basis regarding informing/relieving the nominated teachers/other staff to participate in training programmes. **The names of deputed Officers/Officials alongwith contact numbers for each training programme be sent to the concerned training institute at least 15 days in advance before the commencement of each Training Programmes. So that the Institute could make arrangements accordingly. If the deputed Officer(s)/Official(s) is/are unable to attend the programme due to some unavoidable circumstances, a suitable may be deputed to attend the programme so that the Training Programme does not remain underutilized and Government money may not go waste.**

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. **Non-compliance of these orders will be viewed seriously and disciplinary action as warranted under the rule will be initiated against the defaulters.**

Note:-

The Officer/Official fails to attend the training programme(s) the necessary entry will be recorded in the service book of the concerned and his/her annual increment can be stopped.

— Sign —

(Dr. Amar Dev)

Director of Higher Education
Himachal Pradesh

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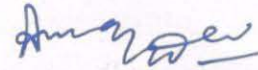
(Phone No. 0177-2656621)

Ends. No. Even Dated: Shimla-171001

the ,2018

Copy for information to:-

- 1 The Principal, State Council of Educational Research & Training Solan, District Solan, Himachal Pradesh is hereby directed to inform the Principal, Government Colleges/Deputy Directors of Higher Education at least 25 days in advance before the commencement of each Training Programme.
- 2 The Principal, Govt. College of Teacher Education Dharamshala, District Kangra, Himachal Pradesh is hereby directed to inform the Principal, Government Colleges/Deputy Directors of Higher Education at least 25 days in advance before the commencement of each Training Programme.
- 3 The Superintendent (Computer/IT Cell), Directorate of Higher Education, Himachal Pradesh is hereby requested to upload the same on departmental website.
- 4 Guard file.



Director of Higher Education
Himachal Pradesh

शिक्षा निदेशालय उ.प्र. हि.प्र.।

01 MAR 2018