

**MOST URGENT**

No. EDN-HE(1)B(2)1/2014(Supdt. Grade-II)  
Directorate of Higher Education  
Himachal Pradesh



07-05-2015

Dated Shimla-171001, the

To

The Deputy Director of Hr.Education,  
Shimla/Solan/Sirmour/Kinnaur/Kaza/Keylong/Kullu/Bilaspur/  
Hamirpur/Una/Mandi/Kangra/Chamba(HP)

Subject:-

Particulars of Senior Assistants for promotion to the post of Supdt. Grade-II.

Memo:

On the subject cited above, it is informed that as per existing Common R&P Rules for promotion to the post of Supdt. Grade-II, Class-II(Non Gazetted)(Ministerial Services) notified by the Govt. vide their Notification No. Per(AP)-C-A(3)-6/2010, dated 14<sup>th</sup> September, 2011, all such incumbents will be eligible for promotion to the post of Supdt. Grade-II only if, they possessing six years regular service or regular combind with continuous adhoc service rendered alongwith clearance of type test condition, if any, in the grade. Department are being issued promotion orders of Supdt. Grade-II on the basis of their seniority with imposed the said condition in the promotion orders. But, it has come to the notice of the department that some Head of the offices are ignoring the said conditions and they are relieving the concerned officials to their new place of posting without examining the imposed conditions as mentioned above.

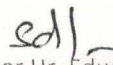
Now, it has been decided by the department that in future before making promotion, it will be the personal responsibility of the Head of the office/institution that the desired particulars of the concerned officials should be checked properly from the service book as well as from original record and same information should be forward to this Directorate on prescribed proforma enclosed herewith through proper channel as and when required by the department, failing which no promotion 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 photo copies of other documents, within 20 days from the issuance of this letter, so that promotion orders of the concerned officials could be issued accordingly in future.

The said letter is also available on the departmental web site i.e. [www.educationhp.org](http://www.educationhp.org)

Encl: 1. Proforma


2. List of Sr.Asstts.

  
Director Hr. Education  
Himachal Pradesh

Enclst No. Even Dated Shimla-171001, the

Copy to:-

1. The Director of Elementary Education for similar action please.
2. DA dealing with the service books(internal) for similar action.
3. The Supdt. ACR branch, Dte. of Hr. with the directions to complete the ACR dossiers of the above officials and supply these dossiers to E-I branch for further action.
4. I/C Computer Cell, Dte. of Hr. Edu. for uploading on the departmental website.

  
Director Hr. Education  
Himachal Pradesh

I/c Computer cell

(9)

PROFORMA

To be submitted by Head of institutions /Offices through concerned Deputy Directors in duplicate(Mandatory to all for future promotion as Supdt. Grade-II as per instruction given below:-

1	Name of the candidate with mobile No.	
2	Father's Name	
3	Date of birth	
4	Date of regular appointment as Clerk	
5	Date of joining as Clerk in the Deptt.	
6.	Date of promotion/joining as Sr.Asstt.(if promotion given on notional basis then photo copy enclosed).	
7	Final Seniority No. as Clerk & Senior Assistant(Both)	
8	Present place of posting with Tel. No.	
9	Previous all posting with period	
10	Education qualifications i.e. Matric/+2/Graduation etc. (Attached photo copies)	
11	Type test qualified yes or no, if yes attached photo copy	
12	Category(Gen./SC/ST/Ex-Servicemen/OBC etc.) Attached Photo copy.	
13	Permanent address	
14	Integrity Vigilance/Departmental enquiry if any status thereof.	
15	PMIS Code	
16	Whether served Tribal/Hard Area,yes or no,( if yes then indicate the station/institution with date).	

I do certify that all particulars Sr.No. 01 to 16 are correct.

Signature of concerned official

Certified that all particulars shown at Sr.No. 01 to 16 are true and correct, hence verified.

Signature of Head of office with seal

Countersigned by DDHE

## List of Senior Assistants

Sr.No	Sty.No.	Name	Place of posting	DOB	DOA	Date of Joining as Sr.Asstt.
		S/Sh/Smt.				
1	595	Surinder Kumar	SSS, Averi(Kgr)	16.10.60	17.03.92	19.10.09
2	596	Shashi Kumar	BEEO, Chauntra(MND)	17.01.64	05.04.94	31.12.10 Notional 14. 1.09
3	597	Rashpir Chand	SSS, Takka(Una)	02.06.67	18.01.95	17.01.09
4	598	Subhash Chand	SSS, Balugloa(Kgr)	15.03.70	19.06.96	19.01.09
5	599	Bhagat Singh	SSS, Panjehra(Solan)	11.01.75	11.04.97	16.01.09
6	600	Madhu Sudan	DDHE, Bilaspur	24.07.76	15.05.97	11.02.09
7	601	Mukesh Singh	SSS, Nagrota Surian(Kgr)	28.06.70	21.08.97	29.01.09
8	602	Subash Chand	SSS, Bani(Hmr)	31.03.64	02.02.98	14.01.09
9	603	Devini Sharma	DDEE, Solan	28.02.77	20.02.98	17.01.09
10	604	Narain Singh	SSS, Summerkot(SML)	08.10.65	16.03.98	16.01.09
11	605(SC)	Susheel Kumar	SSS, Nakhlehra(Blp)	25.01.74	16.03.98	16.01.09
12	606(SC)	Sheela Devi	SSS, Gharwasra(MND)	03.03.69	23.03.98	24.01.09
13	607	Arun Kumar	SSS, Koti(Solan)	19.01.74	25.03.98	19.01.09
14	608	Anil Kumar	BEEO, Paonta Sahib(Smr)	25.05.75	26.03.98	03.02.09
15	609	Pankaj	SSS(G),Sunder-Nagar (MND)	28.04.79	26.03.98	13.02.09
16	610	Kishan Singh	DDHE, Mandi	25.10.64	30.03.98	16.01.09
17	611	Dina Lal	SSS, Seribassa(Sml)	26.02.66	30.03.99	27.08.09 notional 14.01.09
18	612	Jagmohan Kanwar	DEE, Shimla	01.10.73	30.03.98	16.01.09
19	613	Shiv Kumar	SSS, Bhumti(SLN)	09.11.70	31.03.98	31.01.09
20	614	Surender Kumar	SSS, Kandaghat (SLN)	05.11.65	25.03.98	16.09.13 Notional 14.1.09
21	615	Onkar Singh	DDHE, Una	12.02.61	01.04.98	30.01.09
22	616(SC)	Rati Ram	SSS, Amroh((Hmr)	20.05.66	01.04.98	16.01.09
23	617	Khem Chand	SSS, Passu(Kgr)	12.01.60	03.04.98	29.01.09
24	618	Gian Chand	SSS, Jadu Kulzar(Blp)	22.07.64	03.04.98	16.01.09
25	619	Nirmal Singh	SSS, Balduhak(Hmr)	15.05.70	03.04.98	29.01.09
26	620(SC)	Giano Devi	GC, Nalagarh(SLN)	10.04.64	04.04.98	16.01.09
27	621	Kamla Devi	BEEO, Arki(SLN)	18.06.55	<b>Retired.</b>	
28	622	Yasmeen Sayra	SSS, Sarol(CBA)	23.06.61	06.04.98	15.01.09
29	623	Parveen Thakur	SSS, Dhabota(SLN)	29.12.79	06.04.98	16.01.09
30	624(ST)	Mani Lal Negi	SSS, Tangling(KNR)	12.11.63	07.04.98	16.01.09
31	625(SC)	Radhe Krishan	SSS, Dugiari(Kgr)	02.04.64	07.04.98	19.01.09
32	626	Rakesh Kumar	DDEE, Bilaspur	06.01.74	07.04.98	19.02.09
33	627(SC)	Mina Lal Azad	SSS, Majeothi(SML)	18.03.69	16.04.98	20.01.09
34	628	Rakesh Kumar	BEEO, Bharmour(CBA)	19.07.70	16.04.98	14.01.09(Notioanal)
35	629	Parveen Kumar	SSS, Pargour(Kgr)	06.02.78	23.04.98	17.01.09
36	630	Rajesh Kumar	SSS, Kherian(Kgr)	25.07.71	25.04.98	31.01.09
37	631	Sushil Kumar	SSS, Dhanther(Blp)	14.04.73	25.04.98	30.01.09
38	632	Raj Kumar	SSS, Badoli(Una)	15.01.56	<b>Retired.</b>	
39	633	Shankar Dass	SSS, Rakkar(Kgr)	11.02.58	27.04.98	19.01.09
40	634	Chander Shekhar	SSS, Salu(MND)	15.06.74	27.04.98	02.02.09
41	635	Rekha Devi	GC, Paonta Sahib(Smr)	15.10.76	30.04.98	16.01.09
42	636	Sudesh ani	SSS, Talyana(Blp)	02.02.58	01.05.98	20.01.09

43	637	Ram Krishan	DHE, HP Shimla	24.11.63	01.05.98	29.01.09
44	638	Jiwan Prakash	SSS, Dansa(SML)	01.06.70	02.05.98	21.01.09
45	639	Bishan Dass	SSS, Ranianabandh(Kgr)	16.05.61	06.05.98	19.01.09
46	640	Pradeep Kumar	SSS, Nabahi(MND)	05.11.76	12.05.58	02.02.09
47	641	Devinder Saini	BEEO, Rampur(SML)	17.10.67	14.05.98	02.02.09
48	642	Soma Devi	DDHE, Una	26.03.78	15.05.98	22.01.09
49	643	Ram Lal	SSS, Bali-chowki(MND)	25.09.79	25.05.98	05.02.09
50	644	Satish Chauhan	SSS, Kuja Balh(MND)	20.03.77	28.05.98	15.09.09Notional 14.01.09
51	645	Anubhav Sharma	SSS, Bhadarkali(Una)	07.01.78	02.06.98	27.01.09
52	646	Sudershan Kumar	GDC, Haripur(Kullu)	24.10.62	15.06.98	02.02.09
53	647	Hamender Dutt Sharma	SSS, Kawarag(SLN)	23.07.79	15.06.98	16.01.09
54	648	Vinod Kumar	SSS, Sarkaghat(MND)	12.08.71	17.06.98	31.01.09
55	649	Baldev Singh	BEEO, Nerwa(Sml)	11.11.76	19.06.98	30.01.09
56	650	Mast Ram	GDC, Jhandutta(Blp)	20.04.65	20.06.98	30.01.09
57	651	Sandeep Singh	SSS, Minjgran(Kgr)	15.08.71	22.06.58	02.02.09
58	652	Sanjeev Kumar	BEEO, Gopalpur-I(MND)	13.06.71	25.06.98	19.01.09
59	653(SC)	Som Raj	SSS, Dainkwan(Kgr)	20.06.70	27.06.98	22.01.09
60	654	Partap Singh	DDEE, Bilaspur	23.11.71	29.06.98	16.01.09
61	655	Pammi Devi	DDHE, Mandi	14.07.77	29.06.98	16.01.09
62	656	Ram Pyari	BEEO, Fatepur(Kgr)	01.01.62	30.06.98	19.01.09
63	657	Charanjit	NCC, Dalhousie(CBA)	23.12.76	30.06.98	20.01.09
64	658	Krishan Dutt	SSS, Barthin (Blp)	04.04.78	13.07.98	27.01.09
65	659	Bhuri Lal	SSS, Raghunathpura(Blp)	03.05.75	20.07.98	02.02.09
66	660	Nardev Singh	BEEO, Raja-Ka-Talab(Kgr)	02.04.73	25.07.98	31.01.09
67	661	Arun Chauhan	BEEO, Mashobra(Sml)	05.08.73	30.07.98	02.02.09
68	662	Chamaru Ram	DDHE, Chamba	01.09.72	31.07.98	02.02.09
69	663	Kashmir Singh	SSS(B),Mandi	15.03.62	13.08.98	16.01.09
70	664	Subhash Chand	BEEO, Dangar(Blp)	05.09.70	13.08.98	16.01.09
71	665	Subhash Chand	BEEO, Lambagaon(Kgr)	25.09.70	13.08.98	16.01.09
72	666	Inder Prabha	SSS, Suliali (Kgr)	23.09.57	18.08.98	16.01.09
73	667	Anjeev Kumar	BEEO, Rohru(SML)	16.12.74	20.08.98	17.01.09
74	668	Parveen Kumar	SSS, Chandesh(MND)	16.11.79	20.08.98	23.01.09
75	669	Kamal jit	SSS, Biar(Hmr)	21.08.78	31.08.98	22.01.09
76	670	Parveen Sharma	SSS, Patta(Hmr)	22.03.80	31.08.98	30.01.09
77	671	Yogesh Sharma	DHE, HP Shimla	28.01.77	01.09.98	31.01.09
78	672	Parveen Jamwal	SSS, Banuri(Kgr)	31.03.77	07.09.98	16.01.09
79	673	Indu Bala	SSS, Diara(Una)	15.07.60	09.09.98	17.01.09
80	674	Bir Singh	SSS, Sidhpur(MND)	26.06.56	Retired.	
81	675	Sarita Devi	SSS,Hatwar(Blp)	31.07.68	28.09.98	17.01.09
82	676	Dharam Prakash	DEE, HP Shimla	20.08.72	28.09.98	16.01.09
83	677	Ranjeet Verma	DEE,HP Shimla	24.03.79	28.08.98	16.01.09
84	678	Munish Kumar	DDEE, Mandi	13.11.79	30.09.98	31.01.09
85	679	Ramesh Kumar	DDHE, Una	04.04.77	03.10.98	16.01.09
86	680	Vijay Kumar	SSS, Bhagehar(Mnd)	31.01.67	07.10.98	02.02.09
87	681(SC)	Brij Bhushan	GC, Karsog(MND)	08.12.72	07.10.98	02.02.09
88	682	Manoj Kumar	SSS. Dharamshala(B)(Kgr)	17.12.79	08.10.98	04.02.09
89	683(SC)	Bansi Lal	BEEO, Balh at Ner-Chowk	10.02.68	09.10.98	21.01.09
90	684	Surinder Mehta	BEEO, Mashobra(SML)	15.03.77	16.10.98	30.01.09
91	685	Kesar Singh	SSS, Saigloo(Mnd)	19.08.79	17.10.98	02.02.09
92	686	Harish	BEEO, Dharampur=II(MND)	15.01.79	20.10.98	23.01.09

93	687	Kapil Devi	GC, Sahpur(Kgr)	16.09.78	21.10.98	17.01.09
94	688(ST)	Chinta Devi	SSS, Urla(MND)	16.10.72	27.10.98	16.01.09
95	689	Lal Chand	SSS, Kunachi(MND)	05.08.69	12.11.98	23.01.09
96	690	Banti Devi	SSS, Galma(MND)	24.04.73	16.11.98	19.01.09
97	691	Kuldeep Sharma	DHE, HP Shimla	15.07.78	20.11.98	16.01.09
98	692	Raj Kumar	DDHE, Sirmour	04.07.75	25.11.98	17.01.09
99	693(SC)	Sudesh Kumari	SSS, Moginand(Smr)	14.01.58	27.11.98	05.02.09
100	694	Sunil Kumar	SSS, Kiari (SML)	10.09.67	27.11.98	15.01.09
101	695	Roshan Lal	SSS, Deha(SML)	05.05.73	03.12.98	31.01.09
102	696	Inder Singh	NCC, Shimla	10.08.75	03.12.98	22.01.09
103	697	Santosh Kumar	SSS, Matahni(Hmr)	02.03.80	07.12.98	16.01.09
104	698	Satish Chand	SSS, Garjamula(Kgr)	09.12.66	10.12.98	16.01.09
105	699(SC)	Swami Chand	SSS, Dharogra(Sml)	03.09.69	14.12.98	30.01.09
106	700	Devender Kumar	SSS, Balera(SLN)	15.02.62	15.12.98	16.01.09
107	701(SC)	Madan Mohan	SSS, Khatiar(Kgr)	04.06.74	16.12.98	22.01.09
108	702(SC)	Manoj Sadaik	DEE, HP Shimla	03.07.75	16.12.98	16.01.09
109	703	Hari Kumar	SSS, Harnora(Blp)	03.04.70	17.12.98	19.01.09
110	704(SC)	chaman Lal	GC, Arki(Sln)	02.11.79	17.12.98	16.01.09
111	705	Aruna Sharma	DIET, Mandi	29.05.70	18.12.98	31.01.09
112	706	Vinod Kumar	SSS,Rajgarh(Smr)	12.12.74	18.12.98	31.01.09
113	707	Manmohan	DHE,HP Shimla	26.03.77	18.12.98	20.01.09
114	708	Bhuvesh Kumar	DDHE, Chamba	23.02.79	18.12.98	31.01.09
115	709	Gopal Singh	SSS, Dhar(MND)	16.03.69	19.12.98	23.01.09
116	710	Achyut Narayan	GC, Baijnath(Kgr)	24.08.78	19.12.98	30.01.09
117	716(ST)	Raj Bahadur	SSS, Pangi(KNR)	10.11.76	28.12.98	30.01.09
118	733(ST)	Santosh Kumari	DDEE,Shimla-4	06.06.74	15.03.99	16.01.09
119	747(ST)	Gopal Chander Negi	SSS, Reckong Peo(KNR)	01.05.65	04.06.99	20.01.09