

No.EDN-H(19)B(1)-6/2010-Promotion  
Directorate of Higher Education  
Himachal Pradesh

Dated Shimla-171001 <sup>th</sup> 26 December, 2017

To

All the Deputy Director of Elementary/Higher Education in HP.  
All the Principal in Govt.Sen. Sec. School in HP.  
All the Head Master in Govt. High School in HP.

Subject:-

**Regarding inclusion the names in PGT panel amongst in-service TGT'S Possessing Master Degree for promotion as PGT in the year 2018.**

Memo:

On the subject cited above, it is informed to all the concerned that department is going to fill up various posts of PGT by way of promotion. Since there are two channel of promotion for TGT i.e. Head Master Cadre and PGT cadre, therefore in the light of instructions issued by Department of Personnel Government of HP on dated 03.12.2014(which is available on departmental website) a **fresh cases** are being called amongst eligible TGT's on Proforma-I (**Mandatory for all eligible TGT willing for promotion in PGT cadre**) through proper channel duly verified and recommended by the Principal/Headmaster and Deputy Director Elementary Education concern. The claim of promotion on the basis of earlier submitted case will not be entertained. The Deputy Director of Elementary Education will further consolidate the panel information on Proforma -II at their level and will submit the same in consolidated manner to Director Elementary on or before 28.02.2018 alongwith all relevant documents. All the particulars of the panel will be verified by the Director Elementary Education being appointing authority of TGT on prescribed Proforma-II and accordingly final panel will be prepared at this Directorate level. Any correspondence or case directly forwarded to this Directorate will not be entertained. **It is informed that once candidate is promoted as per the option exercised such candidate will neither be entitled for consideration for promotion in the other channel nor will be allowed to withdraw the option, so exercised option shall be treated as final and irrevocable for entire service career.** It will be sole responsibility of an individual as well as Principal/ Headmaster concerned that the case may be sent only after availability of consolidated certificate of Master degree and provisional certificates may not be entertained in any case otherwise defaulter will be viewed seriously. The candidates claiming promotion in SC/ST category may submit category certificate to justify their candidature. The candidates having master degree in more than one subject are directed to opt in one subject only otherwise department will be at liberty to consider candidature in any subject. The range of TGT seniority number fixed subject wise for panel 2018 is as under:-

Name of subject	Category	English, History, Political Science, Public Admn., Hindi,Economic,Physics,Chemistry, Biology, Mathematics Commerce, Informatics Practices Optional (Geog,Music, H.Sc.,Skt, Socio, )
Final TGT Sty. Number	General	All cases having five years regular service as on 28.02.2018
	SC/ST	All cases having five years regular service as on 28.02.2018

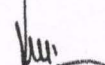
This letter is also available on Departmental website:[www.educationhp.org](http://www.educationhp.org).

Encls: Performa-I, II.


Endst. No. Even.

Copy forwarded for information & necessary action to :-

- 1 The Director Elementary Education in Himachal Pradesh with the request to supply the panel on Proforma-II in consolidated manner please.
- 2 Guard File.

  
Director of Higher Education  
Himachal Pradesh

Dated:

  
Director of Higher Education  
Himachal Pradesh



**PROFORMA-I (For PGT Panel 2018)**

TO INCLUDE NAME IN TENTATIVE PANEL FOR PROMOTION TO THE POST OF PGTs AMONGST IN SERVICE TGTs HAVING MASTER DEGREE IN VARIOUS SUBJECTS

**The Cases in duplicate to be submitted to the Deputy Director Elementary concerned as per following instructions:-**

**(It is informed that once candidate is promoted as per the option exercised such candidate will neither be entitled for consideration for promotion in the other channel nor will be allowed to withdraw option, so exercised and his/her option shall be treated as final and irrevocable for entire service career.)**

Name of subject	Category	English,History, Political Science, PublicAd., Hindi,Economics, Chem,Physics,Biology,Mathematics,Commerce/ Informatics Practices / Optional (Geog,Music, H.Sc.,Skt, Socio, )
Final TGT Sty. Number	General	All Cases ( Five Years regular service as on 28.02.2018)
	SC/ST	All cases ( Five Years regular service as on 28.02.2018)

1	Name of Teacher (As per service record) and Contact No								
2	Name of present school and district with telephone No.								
3	Post held (Designation i.e.TGT Arts/Medical/Non-Medical)								
4	Date of Birth								
5	Date of Appointment as TGT								
6	Final Seniority No. As TGT								
7	PMIS No.								
8	Integrity (Vigilance/departmental enquiry if any status thereof)								
9	Subject in which promotion sought as PGT and date of option			Date of option					
10	Category (Gen/SC/ST)								
11	Permanent Address						Contract No.		
12	Whether served difficult/ hard area Yes or No ( if yes name of school with exact period)								
13	Permission obtained if qualification acquired during service, yes or no if yes enclose permission order copy/if no reason there of								
14	Whether in service TGT is Ex-serviceman yes or no								
15	Qualification								
	Name of the Exam Passed	Roll.No.	Exact date of Passing the Exams	Name of Board/ University	Regular/ Correspondence	Total Marks	Marks obtained	Percentage	Attested copies mu be enclosed
	10 <sup>th</sup>								
	BA/BSc./B.Com.								
	MA/M.Sc./M.Com./MCA/ M.SC(IT) or any other PG Degree								
	B.Ed.								

**Note-I** In case of M.Sc. degree obtained in practical subject through correspondence after 06.04.2010 may attach enrolment/ registration certificate to this effect that he/she has been enrolled prior to cut of date 06.04.2010 otherwise case will not be entertained.

**Note-II** It may be ensured that no case without completion of probation period i.e. five years regular service as TGT has been forwarded in r/o all categories.

**I do certify that all the particular Sr.No.01 -15 are correct and I do opt for promotion in PGT cadre in one subject only.**

**Signature of TGT**

Certified that :-

1 All the particulars shown from Sr.No. 01-15 are true and correct hence verified.

2 The TGT Concerned has completed Probation period as TGT i.e. Five year regular service as TGT and also opted for promotion as PGT and one copy of option may be sent with the case and one copy to be kept in school record.

3 The final TGT Seniority Number and Category to which TGT has applied has been verified. .

**Signature of Principal/Headmaster**

**PROFORMA-II(for PGT Panel 2018)**

(The cases to be submitted by the Deputy Director Elementary concern to Director Elementary in **consolidated manner** only )

Name of TGT (As per service record)	Present School & Distt.	Post held TGT Arts Med./ Non. Med.	DOB	DOA as TGT	Final Seniority as TGT	PMIS code	Integrity	PGT Subject	Category i.e. Gen /SC/ST	Whether served difficult /tribal are a Yes or No.	If yes name of school with exact period of <b>servng</b>	Whether Ex-serviceman yes / no	Contact Number	Name of University from where done Master Degree mention regular/ correspond ence	Enclose Proforma-1 with all documents in order to verify col 1-15
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

**Certified that :-**

1. All the particulars shown from Sr.No. 01-16 are true and correct hence verified.
2. The TGT Concerned has completed Probation period as TGT i.e. Five year regular service as TGT
3. The final TGT Seniority Number Shown in the case is verified.
4. All those TGTs who have obtained M.Sc. degree in practical subject through correspondence after 06.04.2010 were enrolled/admitted in the course prior to cut of date 06.04.2010 .

**Signature of Deputy Director Elementary Education**