No.EDN-H(19)B(1)-8/2012-Cont-Regl. Directorate of Higher Education Himachal Pradesh

Dated: Shimla-171001 the 18<sup>th</sup> March, 2016

To

All the Deputy Director of Hr. Education,

In Districts of Himachal Pradesh.

Subject: Regularization of contract appointees

Memo,

This is in reference to the Additional Chief Secretary (Education) to the Govt. of Himachal Pradesh office letter No.EDN-A-Kha(2)12/2016 dated 18.03.2016 on the subject cited above.

In this regard, you are directed to collect and compile the proforma given below from the Principals of Senior Secondary Schools under your control in respect of those lecturers/PGT (school cadre) who are going to complete five years of service on contract basis as on 31.3.2016 on the proforma-"A" and forward the same to this Directorate on the proforma-B enclosed herewith in consolidated by 23.03.2016 positively and any certificates/ documents are not required except work and conduct certificate. In case, there is no eligible candidate in your District, NIL report to this effect be sent to this Directorate.

Director of Higher Education Himachal Pradesh

Endst. No. Even Dated: Shimla-171001 the 18<sup>th</sup> March, 2016

Copy to:-

- 1. The Additional Chief Secretary (Education) to the Govt. of H.P. for information please.
- 2. The Principal Govt. Sr. Sec. Schools in Himachal Pradesh with the directions to send the regularization proforma (without certificate except work and conduct certificate) of the contractual Lecturer those who are going to complete five year service as on 31.03.2016 on the proforma-A alongwith work and conduct certificate, to the concerned Deputy Director of Higher Education. No direct correspondence to this effect will be entertained in this Directorate.
- 3. Incharge IT Cell (Internal) to upload these instructions on departmental website.
- 4. Guard file.

Director of Higher Education

Himachal Pradesh.

### Proforma-"B"

## Proforma for regularization of contract Lecturers/PGT those who are going to complete five years as on 31.03.2016

Sr. No.	Name of	Father's	Subject	Qualificati	ion	Name of the	Date of	Date of joining	Period of un-	No. of days of	Total Length	Category	Remarks
	the lect.	name				School	Birth	on 1 <sup>st</sup> apptt.	authorized	un-authorized	of service as		
					D.D.1	presently			absence	absence	31.03.16		
				%age in		posted			(mention the				
				Master	%age				dates)				
				Degree									
1													
2													
3													
4													
5													
6													
7													
8													

#### Certificate

Certified that all the information supplied above is correct in all respect as per record.

Dy.Director of Hr. Education
DisttH.P

#### PRAFORMA-"A"

# SUBMISSION OF PARTICULARS IN R/O CONTRACT LECTURER (SCHOOL) FOR REGULARIZATION AS PGT AFTER COMPLETION OF 5 YEARS SERVICE AS ON 31.03.2016

1.	Name of Contract Lecturer/PGT										
2.	Subject										
3.	Father's Name										
4.	Address of Preser of posting with co No	Phone No									
5.	Name of institution	or Mob. N	No of Pr	incipal							
	initially joined. Also mention Distt., Mol phone No. of the ins	Phone No Principal	with S	TD code or	Mob. No. of						
6.	Permanent Address	s of									
	(Mob. No mandat										
7.	Date of Birth				Male	/Female	emale				
8.	Date of joining			Appoir	ntment ord	ler No & date	No & date				
9.	Category (Gen/SC	C/ST/OBC	C)								
10.	Detail of un-author	orized ab	sence perio	d, if any	y till 31.03.	2016 for whic	h salary	not draw	n:		
	From (Date)	Date) No of days			Reason of	Reason of un-authorized absence					
11.	Total length of se				excluding						
	the period as men			o 10							
12.	Educational Qual	ification:	1		<b>X</b> 7 C	/D 4 13/f	1 1 3/		<b>D</b> 4		
	Qualification		Name of Uni./Boar	·d	Year of Passing	Total Man		arks btained	Percentage		
	Matric										
	10+2										
	BA/BSc/B.Com										
	MA/MSc/M.Com										
	B.Ed.										

Signature of Contract lecture	er
(Name	)

1. It is certified that Sh/S	mt/Miss	is								
working as contract Lecturer/PGT insubject who was initially appointed as such										
_	on order No									
at serial number	or o	······································								
	2. His/her work and conduct isduring the last year (attach copy)									
3. Certified that the inform	mation as mentioned above is correct as per	r the school/relevant record.								
Date:	Signature of Prin	cipal/DDO (official seal)								
	(Name of signing	g officer)								
Check list for Principal/DDO	to ensure before sending the case from ins	stitution:-								
	een filled correctly. Don't make any altera									
	No in r/o teacher and institution is mention	· ·								
_		eu.								
3. Whether work and conduct c	ertificate nas been attachea.									
For office use only (at Director	rate level):									
Remarks of Screening committ	ee if any :									
Whether Recommended for r	regularization or Not:	•••••								
If Not mention the reason	•••••									
Signature of Member	Signature of member	Signature Convener								
2-0	2.8	Signature Cont. ener								