

No. EDN-H (21) B (15) 03/2022-SCERT/GCTE-

Directorate of Higher Education

Himachal Pradesh, Shimla-1

Telephone No. 0177-2653575, Extn. 234, Fax: 2812882,

E-mail: dhe-sml-hp@gov.in, genbr@rediffmail.com



Dated: Shimla-171001, the _____ July 2022

To

The Deputy Director of Higher Education,

Bilaspur, Kinnaur, Shimla, Solan, Sirmour,
and Una, Himachal Pradesh.

Subject: -

**Regarding In-Service Training Programme for Clerks and Junior Assistant
w.e.f. 18/07/2022 to 23.07.2022.**

Memo;

Your attention is invited to Principal, State Council of Educational Research and Training Solan, District Solan, Himachal Pradesh letter No. SCERT/Trg/-2022-898-904-dated: 01.07.2022 on the subject cited above.

In this connection, it is to inform you that the State Council of Educational Research and Training Solan, District Solan, Himachal Pradesh is going to organize 06 days In-Service Training Programme for Clerks and Junior Assistant w.e.f. 18.07.2022 to 23.07.2022 and 50 Clerks and Junior Assistant have been invited to attend the above said programme. The District-wise distribution/division of School Principal is as under:-

S. No.	Name of District	Number of Lecturer/PGTs
1	Bilaspur	08
2	Kinnaur	06
3	Shimla	09
4	Solan	09
5	Sirmour	09
6	Una	09
	Total	50

You are, therefore directed to depute sufficient number of participants as required by SCERT Solan from your District to attend the above said training programme. The names of deputed Clerks and Junior Assistant alongwith contact numbers, E-mail etc. be sent to the concerned training institute as soon as possible, so that the Institute could make arrangements accordingly. If any Clerks and Junior Assistant is unable to attend the above said training programme due to some unavoidable circumstances, a suitable Clerks and Junior Assistant may be deputed to attend the above said programme so that the Training Programme does not remain unutilized and Government money may not go waste. The employee who has already attended the same may not be deputed again. While deputing the

employees it may be kept in mind that opportunity may be given to all the employees in rotation. **The participation of your district is mandatory /compulsory in this training programme.**

Any laxity in the matter will be viewed seriously and Head of Institution and concerned dealing assistant who deal this matter will be responsible ~~not~~ ^{not} for obeying the orders of higher authorities.

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.

Kindly Personal Attention may be given to the matter.

Enclosure: One Page.



(Dr. Amarjeet K Sharma)
Director of Higher Education
Himachal Pradesh, Shimla-1

Endorsement No. Even, Dated: Shimla-1, the _____ July 2022

Copy for information to;

- 1 The Principal, State Council of Educational Research and Training Solan, District Solan, Himachal Pradesh is hereby directed to intimate to Deputy Directors of concerned Districts 20 days before the training programme starts, so that necessary arrangements could be made well in time.
- 2 The Technical Officer (Computer/IT Cell), Directorate of Higher Education, Himachal Pradesh to upload the letter on Departmental Website.
- 3 Guard file.



Director of Higher Education
Himachal Pradesh, Shimla-1



STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING Himachal Pradesh



SCERT Complex Rabon
Solon-173211 (H.P.)

Tel.: 01792-228135
Fax: 01792-228135

No. SCERT/trg/-2022- 898-904

E-mail address: scerthp.trg@gmail.com

Dated 01-07-2022

To

The Deputy Director Higher Education,
District Solan/ Shimla/Sirmour/Kinnaur/ Bilaspur /Una
Himachal Pradesh.

Sub: 6-days In-service Training Programme for Clerks & Jr. Assistants w.e.f. 18-07-2022 to 23-07-2022

Madam/Sir,

This is to inform you that a 6 days In-Service Training Programme for Clerks & Jr. Assistants is being organized for six districts of H.P. at SCERT, Solan from **July 18, 2022 to July 23, 2022** under the New Training Policy of the Department of Higher Education. Therefore, you are requested to depute Clerks & Jr. Assistants as per following distribution /division

Name of District	No. of trainees	Name of District	No. of trainees
Bilaspur	08 ✓	Sirmour	09
Kinnaur	06 ✓	Solan	09
Shimla	09 ✓	Una	09

The participants may kindly be asked to report in SCERT, Solan on July 18, 2022 at 10.00 a.m. sharp. *Please nominate and depute only those Clerks & Jr. Assistants who have not attended In-Service Training Programme.*

Kindly confirm the nominations at the E-mail address: scerthp.trg@gmail.com at least seven days before the commencement of the training.

There is no parking facility available for parking of trainee's vehicles.

TA/ DA to the participants shall be paid by the respective school/college of trainee. Stay arrangement for the participants will be made in the SCERT Hostel. For any information please contact the following SCERT faculty:

Coordinator: Dr. Hemant Kumar 94184-66949

R. L. D.
Principal
o/c SCERT, Solan

Copy to:

1. The Director, Higher Education Himachal Pradesh, Shimla-2 for information please
2. Office copy/ guard file

R. L. D.
Principal
o/c SCERT, Solan(H.P.)