

**TIME BOUND**

**No: EDN-H(8)B(15)-1/2019-Contract Regularisation**  
Directorate of Higher Education  
Himachal Pradesh

Dated: Shimla-1

07 August, 2020

To

✓ All the Principals of Govt./Sanskrit Degree Colleges  
Himachal Pradesh

**Subject: Regarding regularization of the PTA's provided teachers working under GIA to PTA Rules, 2006.**

In pursuance to Govt. of H.P. Letter No. EDN-A-Kha(7)06/2012-Loose-I dated 05.08.2020 on the subject cited above.

In this regard, you are hereby directed to supply information in respect of all Contract Assistant Professors (PTA-GIA) and Assistant Professors (PTA-GIA) working in your college engaged between **29.06.2006 to 03.01.2008** on the proformas attached alongwith all relevant documents on or before **20.08.2020**.



Director of Higher Education  
Himachal Pradesh  
August, 2020

Endst.No. Even Dated: Shimla-1

Copy for information to:-

1. The Principal Secretary (Edu.) to the Govt. of H.P. w.r.t. Letter mentioned above.
2. Incharge I.T. Cell with the direction to put up this letter alongwith proforma on the departmental website.

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Director of Higher Education  
Himachal Pradesh

**PROFORMA-"A"**

**SUBMISSION OF PARTICULARS IN R/O CONTRACT ASSISTANT PROFESSOR PTA-GIA (COLLEGE) ENGAGED BETWEEN 29.06.2006 to 03.01.2008 FOR REGULARIZATION**

1.	Name of Contract (PTA-GIA) Assistant Professor			IP No.
				PMIS No.
2.	Subject			
3.	Father's Name			
4.	Present place of posting			
		Phone No. with STD code or Mob. No of Principal		
5.	Name of institution where initially joined on PTA- GIA basis. Also mention Dist., Mob. No./ phone No. of the institution			
		Phone No. with STD code or Mob. No. of Principal		
6.	Permanent Address of candidate  (Mob. No. mandatory)			
			Mob. No .of teacher	
7.	Date of Birth		Male/Female	
8.	Date of joining on taking over on contract from PTA (GIA)	Order No & date		
9.	Category- (Gen/SC/ST/OBC) Attach copy in case of SC/ST/OBC			
10.	Detail of un-authorized absence period during contract period, if any till 05.08.2020 for which salary not drawn:			
	From (Date)	To (Date)	No of days	Reason of un-authorized absence

11.	Total length of service as on 05.08.2020 after excluding the period as mentioned in column No 10					
12.	Educational Qualification (Attach copy of relevant certificates):-					
	Qualification	Name of Uni./Board	Date of Passing	Total Marks	Marks Obtained	Percentage
	Matric					
	10+2					
	BA/BSc/B.Com					
	MA/MSc/M.Com					
	M.Phil					
	Ph.D					
	NET/SET					
13.	Himachali domicile, specify Yes or No , if Yes attach copy of certificate					

14. Work and conduct certificates of last three years (attested copies) be sent to this Directorate alongwith information.

1. It is certified that Sh/ Smt/Miss..... is working as contract Assistant Professor in.....subject who was initially appointed as such vide Govt.Notification No.....dated..... (Copy attached).
2. His/her work and conduct is .....during the period w.e.f..... till date.
3. Certified that separate character certificate of the above contract Lecturer is enclosed with the case.
4. Certified that the information as mentioned above is correct as per the school/relevant record.
5. Certified that all entries pertaining to individuals joining and leave etc. has been made in his/her service book.

Date:.....

Signature of Principal (official seal)  
(Name of signing

officer:.....)

**Check list for Principal/DDO to ensure before sending the case from institution:-**

1. Whether all columns have been filled correctly. Don't make any alteration in the above Proforma.
2. Whether Mobile No./phone No in r/o teacher and institution is mentioned.
3. Whether all the documents have been attached in order i.e. Appointment order, Academic qualification certificate Matric, PG, M.Phil, Ph.D, NET/SET, Category certificate if any, character certificate and Domicile Himachali.

**Submission of particulars in r/o PTA provided Assistant Professors (College Cadre) who were engaged by the PTA of concerned College between 29.06.2006 to 03.01.2008 for regularization**

1.	Name of PTA (GIA) Assistant Professor College					
2.	Subject					
3.	Father's Name					
4.	Present place of posting as on 05.08.2020	GC	Distt.			
		Phone No with STD code				
5.	Name of GC where initially engaged under PTA-GIA	GC	Distt.			
		Phone No with STD code				
6.	Permanent Address of candidate					
7.	Date of Birth		Male/Female			
8.	Date of initial engagement	Appointment order No & date: (copy must be attached)				
9.	Category (Gen/SC/ST/OBC)					
10.	Whether services were taken over on contract basis yes/no					
11.	Date of termination, if any:- (copy must be attached)			Order No. and date:		
12.	Date of re-engagement, if any:- (copy must be attached)			Order No. and date:		
13.	Educational Qualification:-					
	Qualifications	Name of Uni./Board	Date of Passing examination	Total Marks	Marks Obtained	Percentage
	Matric					
	10+2					
	BA/B.Sc./B.Com					
	MA/M.Sc./M.Com					
	M.Phil					
	Ph.D					
NET/SLET						

I do certify that all the particular from Sr. No. 1 to 14 are true and correct and nothing has been concealed. I am working in the department under PTA-GIA as on 05.08.2020.

Signature and Name of PTA provided Assistant Professor  
(Name.....)

It certified that all the particular shown from Sr. No. 1 to 14 are true and correct as per record, hence verified.

Principal (College oncerned)

Distt. ....

