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**URGENT**  
**Personal Attention**

No. EDN-H(25)B(15)-XIV-(JLA/SLA/LA and Class-IV)  
Directorate of Higher Education,  
Himachal Pradesh.

Dated: Shimla -171001 May, 2023

To

All the Deputy Director Hr. Education,  
Himachal Pradesh.

Subject: Information regarding pending inquiries against SLA/JLA/LA and Class-IV employees.

Memo:

It has come to the notice of the higher authorities that there are many inquiries pending against SLA/JLA/LA and Class-IV employees in your District. You are, therefore, directed to supply the District-wise detailed information pertaining to pending inquiries against the aforementioned categories (being competent authority) to this Directorate immediately through **official e-mail** on the following proforma:-

Name and Designation of employee	Detail of charges/allegation			Date of charge-sheet	Date of appointment of Inquiry Officer	Whether inquiry concluded or not?	If yes, penalty imposed, if any	If not reasons for pendency and tentative date of completion of inquiry
	POCSO	Absence	Others					
1	2	3	4	5	6	7	8	9

It may be treated as **most urgent**.

Joint Director Hr. Education (C-II),  
Himachal Pradesh

Endst. No. even the Shimla-171002 Dated:

✓ Copy is forwarded to the Technical Officer, IT Cell (internal) Directorate of Higher Education, H.P. with the directions to upload this communication on the official website of this Directorate immediately.

