

EDN-HE(PS-DHE)-3/2020-Misc-70
Directorate of Higher Education
Himachal Pradesh, Shimla-1

Dated: Shimla-1, the 23rd April 2020

To

All the Deputy Directors of Higher Education
in Himachal Pradesh

Subject:- Regularization of contract appointees
(Lecturer/PGTs-School Cadre)

Sir

In continuation to this Directorate letter No. EDN-HE(19(B(1)-08/2012-Cont-Regl, dated: the 18th September 2019, on the subject cited above.

In this context, you are hereby directed to collect the information of such school Lecturers/PGTs in prescribed proforma on Annexure-A, who are serving the department on Contractual Basis and completed 3 years of continuous service as on 31.03.2020. The compiled information be provide to the department immediately on Annexure-B.

2. The said information in respect of those incumbents who are going to complete 3 years of continuous service as on 30.09.2020, may also be provided to the department, on 03.10.2020 or up to 06.10..2020.

The copies appointment orders and work and conduct certificates be also enclosed with the case(s) and if there is no eligible candidate in your district, NIL information may be sent to the Directorate.



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

Endorsement No. Even, Dated: Shimla-1, the 23rd April 2020

Copy for information and further necessary action to;

1. The Principal of all GSSSs in the State with the direction to send the case(s) of regularization in the prescribed proforma (Annexure-A) along with relevant documents (viz. Copy of appointment orders & Work and Conduct Certificate) to the concerned DDHE, immediately, No direct correspondence to this effect will be considered.



Director of Higher Education
Himachal Pradesh, Shimla-1

**SUBMISSION OF PARTICULARS IN R/O CONTRACT LECTURER (SCHOOL) FOR
REGULARISATION ON COMPLETION OF 3 YEARS OF CONTINUOUS SERVICE
AS ON 30.03.2020 OR 30.09.2020**

1.	Name of Contract Lecturer/PGT					
2.	Subject					
3.	Father's Name					
4.	Address of Present place of posting with contact No			Phone No with STD code or Mob. No of Principal		
5.	Name of institution where initially joined. 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			Appointment order No & date		
9.	Category (Gen/SC/ST/OBC)					
10.	Detail of un-authorized absence period, if any till 31.03.2019 for which salary not drawn:					
	From (Date)	To (Date)	No of days	Reason of un-authorized absence		
11.	Total length of service as on 31.03.2019 after excluding the period as mentioned in column No 10					
12.	Educational Qualification:-					
	Qualification	Name of Uni./Board	Year of Passing	Total Marks	Marks Obtained	Percentage
	Matric					
	10+2					
	BA/BSc/B.Com					
	MA/MSc/M.Com					
	B.Ed.					

Signature of Contract PGT
(Name.....)

1. It is certified that Sh/ Smt/Miss..... is working as contract Lecturer/PGT in.....subject who was initially appointed as such vide Directorate of Hr Education order No.....dated..... at serial number
2. His/her work and conduct isduring the last year (attach copy).
3. Certified that the information as mentioned above is correct as per the school/relevant record.

Date:

Signature of Principal/DDO (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 work and conduct certificate has been attached.

For office use only (at Directorate level):

Remarks of Screening committee if any :.....

.....
.....
.....

Whether Recommended for regularization or Not:

.....

If Not mention the reason

Signature of Member

Signature of Member

Signature Convener

**PROFORMA FOR REGULARIZATION OF CONTRACT LECTURER (SCHOOL)
ON COMPLETION OF 3 YEARS OF CONTINUOUS SERVICE
AS ON 30.03.2020 OR 30.09.2020**

Sr. No	Name of the lect.	Father's name	Subject	Qualification		Name of the School presently posted	Date of Birth	Date of joining on 1 st appit.	Period of un-authorized absence (mention the dates)	No. of days of un-authorized absence	Total Length of service as 31.03.19	Category	Rema
				%age in Master Degree	B.Ed. %age								
1													
2													
3													
4													
5													
6													
7													
8													

Certificate

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

Deputy Director of Hr. Education
Distt.....
Himachal Pradesh