

(32)

No. EDN-H(12)B(6)-Seniority-Vol-III
Directorate of Higher Education
Himachal Pradesh

Dated: Shimla -171001, the **March,2023.**

To

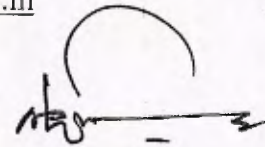
All the Deputy Director of Higher Education.
Himachal Pradesh.

Subject: - Regarding Preparation of Seniority List in r/o DPEs.

In continuations to this office letter of even No. dated 24-02-2023 on the subject cited-above. It is informed that the final seniority list of DPEs as on 31-12-2013 has already been circulated vide this Directorate office order of even No. dated 31-03-2018. Now, the Department intends to draw the tentative seniority list in r/o DPEs from **01-01-2014 to 31-12-2021.**

You are, therefore, requested to direct the Principals of GSSS that the service particulars in r/o DPEs appointed/promoted after 01-01-2014 to 31-12-2021 may be verified from their service books and the same may be sent on the prescribed proforma as per **Appendix 'A'** alongwith the requisite enclosures on or before 20th March, 2023 positively.

In view of this, you are directed to supply the consolidated information alongwith prescribed proforma received from the various Principals of the District to this Directorate on or before 31-03-2023 positively through special messenger as per **Appendix 'B' & 'C'** so that further action could be taken accordingly. The prescribed proformas are also available on the departmental website: www.educationhp.gov.in



(Dr. Amarjeet K. Sharma)
Director of Higher Education
Himachal Pradesh, Shimla-1.
the March,2023.

Endst. No. Even

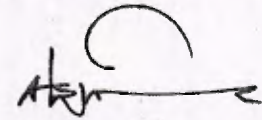
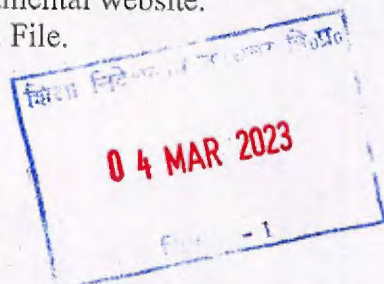
Dated

Shimla -171001

the March,2023.

Copy forwarded for information and necessary action to:-

1. Technical Officer I.T. Cell (Internal) with the direction to upload the same on the departmental website.
2. Guard File.



Director of Higher Education
Himachal Pradesh, Shimla-1.

APPENDIX "A"

Ref. No.....

PROFORMA FOR INCLUSION OF NAME IN THE TENTATIVE SENIORITY LIST IN R/O DPEs from 01-01-2014 to 31-12-2021.

1.	Category of DPE (Please Tick)	GENERAL	SC (Attach Copy)	ST (Attach Copy)		
		Whether Specially abled	Yes/No	If Yes, Type of Disability (Attach Certificate)		
2.	Whether Direct or Promotee. (Please Tick)	DIRECT	Date of issue of Promotion/Appointment			
			DIRECT			PROMOTEE
		PROMOTEE	Through Commission	Service Taken Over	Contract Service Regularized	Promoted
3	If Notionally Promoted(Attach Order)	Notional Benefit w.e.f.				
4	Name of DPE (In Capital Letters)		PMIS CODE			
5	Father's Name/ Husband Name					
6	Date of Birth (Attach Copy of Matriculation Certificate)					
7	Date of Joining as DPE					
8	Name of School where joined as DPE					Phone
9	Name of Present School					Phone
10	Mobile No. DPE					

Signature of DPE

It is certified that above information in r/o Sh./Smt./Ms is correct as per the service record of the above official concerned.

Principal (With Seal)

Endst. No.

Dated.....

Copy forwarded for necessary action to the Dy. Director of Higher Education.....alongwithenclosures duly attested.

Principal (With Seal)

APPENDIX "B"

CONSOLIDATED PROFORMA OF "Promotee DPE" FOR INCLUSION OF NAME IN THE TENTATIVE SENIORITY LIST IN r/o DPE from 01-01-2014 to 31-12-2021.

Sr. No.	Category Whether Gen/SC/ST	Name of DPE	Father's Name	Date of Birth	Date of Joining	For Promotion use 'P'	Remarks if any Regarding Retd/Death/Left the Deptt./Any Notional Benefit etc.
1	2	3	4	5	6	7	8

APPENDIX "C"

CONSOLIDATED PROFORMA OF "Direct DPE" FOR INCLUSION OF NAME IN THE TENTATIVE SENIORITY LIST IN r/o DPE from 01-01-2014 to 31-12-2021.

Sr. No.	Category Whether Gen/SC/ST	Name of DPE	Father's Name	Date of Birth	Date of Joining	For Direct use 'D'	Remarks if any Regarding Retd/Death/Left the Deptt./Any Notional Benefit etc.
1	2	3	4	5	6	7	8

Note: All DDHEs are directed to prepare the Appendix 'B' & 'C' on "EXCEL SHEET".