

No.EDN-H(19)B(1)-6/2010-Promotion  
Directorate of Higher Education  
Himachal Pradesh

शिक्षा निदेशालय उच्चतर शिक्षा  
30 AUG 2022  
जिमला - 1

Dated Shimla-171001

August, 2022

**OFFICE ORDER**

On the recommendations of the Departmental Promotion Committee the following in-service TGTs possessing the master Degree in relevant subjects and who have opted for promotion as Lecturer(School-New) as per this Directorate letter number EDN-H(19)B(1)-6/2010-Promotion dated 08.11.2021 are hereby promoted as Lecturer(School-New) in **English** subject on regular basis in the pay scale of HPCS(Revised Pay Rules,2022 in level 12) and posted in Govt.Sr.Sec.Schools against vacant post as shown against their names subject to the **conditions that no inquiry/ vigilance case and disciplinary proceedings are pending against the individual concerned :-**

SR. NO.	TGT STY NO		NAME	NAME OF SCHOOL (ASTGT)	DOB	CATE GORY	PLACE OF POSTING GSSS
1	10360	A	VINOD KUMAR	GMS UTHRAGRAN U/C TANGNARWANA (KGR)	16.03.70	GEN	AIL (CBA)
2	10737		MAMTA JOSHI	GMS MANSAR U/C SALOGRA (SLN)	01.05.71	GEN	JAGJITNAGAR (SLN)
3	13423		VUJAY SINGH RANDHAWA	HATLI JAMWALAN (KGR)	13.01.75	GEN	GANED (CBA)
4	13447	A	NISHA RANI	KHANNI (KGR)	01.08.74	GEN	GOELA (SLN)
5	13516		DHANI RAM	GMS CHHATER TANDOH U/C BHADERWAR (MND)	15.07.71	GEN	KANDHA (MND)
6	13546		ASHWANI KUMAR	GMS SHATTAL U/C NERWA (SML)	01.02.71	GEN	PABAN (SML)
7	13556		ANISH	GHS DANNI (KGR)	18.04.72	GEN	KUKHER (KGR)
8	14622		REENA KUMARI	BEHNA JATTAN (BLP)	19.10.78	GEN	NAKRANA (BLP)
9	14944		MOHINDER SINGH	GMS DHARA SHORNI U/C JALLUGRAN (KLU)	10.06.68	GEN	KOTHI (KLU)
10	14997		ARUNESH KUMAR	GMS THORA BHALOON U/C GSSS JASUUR (KGR)	05.01.70	GEN	BARANDA (KGR)
11	15048	80	KAMLENDER SINGH	CHHACHHETI (SMR)	29.03.79	GEN	KAFFOTA (SMR)
12	15072		SURESH KUMAR	BADIALI (KGR)	25.04.74	GEN	SURAL (CBA)
13	15089	89	KIRAN CHOUDHARY	SULLAH(KGR)	06.04.74	GEN	LATHIAL (KGR)
14	15089	121	SHIVCHARAN DUTT	RAJIANA BANDH (KGR)	23.11.75	GEN	BATOT (CBA)
15	15089	122	MAYA DEVI	GHS MANN (TRETI) U/C JALARI (HMR)	06.09.66	GEN	SWAHAN (BLP)
16	15089	135	SHYAM LAL	GMS BARA GRAN U/C KOTHI KOHAR (KGR)	02.09.74	GEN	KOTHI KOHAR (KGR)
17	15089	148	SANJAY KUMAR	BANOLI (KGR)	28.02.71	GEN	RAKHED (CBA)
18	15089	163	MANOJ KASHYAP	(B)NAHAN (SMR)	20.11.71	GEN	KALA AMB (SMR)
19	15122	A	SAMEEKSHA JAMJAL	SUMMERHILL (SML)	04.03.76	GEN	BANUNA (SML)
20	15129		RAVINDER PAL SINGH	BHATOLI PHAKORIAN (KGR)	25.12.72	GEN	MAHADEV (KGR)
21	15265		CHATTER SINGH CHAUHAN	(G)PAONTA SAHIB (SMR)	25.12.75	GEN	KOTRI BIAS (SMR)
22	15293		SARIKA	RAJGARH (MND)	18.01.83	GEN	BALAG (MND)
23	15294		DEEPAK CHAMBIAL	MANOH SIHAL (KGR)	05.03.83	GEN	SANSARPUR TAERRACE (KGR)
24	15298		MONIA KUMARI	DABHOTA (SLN)	15.10.85	GEN	PALLI (SLN)
25	15301		RENUKA DHATWALIA	BHAKRA (BLP)	11.07.82	GEN	NANGE THKUR (BLP)
26	15302		SEEMA DEVI	GHS BARI MAJHERWAN (BLP)	27.08.82	GEN	DHANETHAR (BLP)
27	15307		JASWINDER KAUR	(G)PAONTA SAHIB (SMR)	20.04.85	GEN	KHODRI MAJRA (SMR)

28	15322		MUNIXA SHARMA	GHS KARSAL (MND)	27.12.76	GEN	KATHOG (MND)
29	15328		TARA CHAND	GMS GOHARI U/C BATHALANG (SLN)	10.10.72	GEN	BAWASI (SLN)
30	15336		DEVENDER	BAWASI (SLN)	02.08.72	GEN	BALERA (SLN)
31	15338		KRISHAN CHAND	GHS SHILHA U/C BARSHAINI (KLU)	22.12.77	GEN	BARSHAINI (KLU)
32	15346		SMRITI PAL	(G)SULTANPUR (KLU)	12.08.76	GEN	HARIPUR (KLU)
33	15347		LEENA SHARMA	CHHOTA SHIMLA (SML)	14.04.78	GEN	KARYALI (SML)
34	15395		RAVI PARKASH THAKUR	BANJAR (KLU)	19.03.72	GEN	PALACH (KLU)
35	15411		ARVIND THAKUR	DALOH (UNA)	19.08.77	GEN	JOWAR (UNA)
36	15441		JOTBIR KAUR	GMS MANDIARPUR U/C KHERA (SLN)	31.03.75	GEN	NAWANGRAM (SLN)
37	15444		VIJAY LUXMI	MANPURA (SLN)	20.09.75	GEN	MASTANPURA (SLN)
38	15445		BHAG SINGH	LODHIMAJRA (SLN)	05.05.76	GEN	SANGNA SATAHAN (SMR)
39	15456		JASWANT SINGH	GMS DHAULA KUAN U/C RAMPUR BHARAPUR (SMR)	12.04.74	GEN	HARIPURKHOL (SMR)
40	15465		MOHAN SINGH	JHAKANDO (SMR)	04.10.72	GEN	THONTA (SMR)
41	15477		TAPESH KUMAR	JHAJJA KOTHI (CBA)	10.04.75	GEN	NAINIKHAD (CBA)
42	15486		SUMAN LATA	(G)SARKAGHAT (MND)	12.05.68	GEN	CHANDESH (MND)
43	15496		RAJENDER KUMAR	GHANDOORI (SMR)	15.03.73	GEN	KOTLA MANGAN (SMR)
44	15504		DIVYA THAKUR	DHALLI (SML)	22.12.74	GEN	MATAL (SML)
45	15516		RAJIV THAKUR	BHAWAI (SMR)	06.06.77	GEN	LANA PALLAR (SMR)
46	15519		RAJINDER KUMAR	GHS SAHAJ (MND)	03.03.78	GEN	SOMANACHNI (MND)
47	15556		REKHA THAKUR	GHS ELWA (KLU)	10.02.79	GEN	MOHINI (KLU)
48	15599		RAJEEV KUMAR	BALDEYAN (SML)	01.04.72	GEN	SHOWAD (KLU)
49	15603		RAKESH KUMAR	GUNIALA (CBA)	07.07.74	GEN	GUNIALA (CBA)
50	15606		BRIJ BALA	BAGDHAR (CBA)	10.07.75	GEN	GRANGER (CBA)
51	15610		CHAMAN LAL	CHUHAN (CBA)	20.05.74	GEN	SANWAL (CBA)
52	15633		VINOD KUMAR	BANAH KI SER (SMR)	03.02.77	GEN	GAGAL KISHORE (SMR)
53	15636		SANTOSHI DEVI	KILLOUR (SMR)	23.07.81	GEN	JAMNA (SMR)
54	15638		KARUNA KUMARI	GMS SAIL U/C BHAWAI (SMR)	24.01.73	GEN	CHARNA (SMR)
55	15644		CHARAN SINGH	GMS SHISRALA U/C BHATTAKUFFAR (SML)	11.12.78	GEN	THAROCH (SML)
56	15646		YOGENDER SINGH	MARAOG (SML)	17.07.70	GEN	MARAOG (SML)
57	15652		SHASHI BHUSHAN	GHS KISHANPURA (SMR)	22.04.76	GEN	CHOWKI MRIGWAL (SMR)
58	15653		KIRAN BALA SHARMA	SANJAULI (SML)	17.09.76	GEN	PAURIA (SML)
59	15654		RAMESH CHAND	GMS JUDU SHILAL U/C KUPVI (SML)	05.10.76	GEN	BHALOO (SML)
60	15661		ANJU BALA	TISSA (CBA)	23.11.79	GEN	KHUSHNAGRI (CBA)
61	15663		NAND LAL SHARMA	GHS KHARAPATHAR (SML)	20.08.71	GEN	BAMTA (SML)
62	15676		SANJAY SHARMA	(G)PORTMORE (SML)	16.02.77	GEN	SOLANG (SML)
63	15678		ASHOK KUMAR	JANGLA (SML)	18.08.77	GEN	RANOL (SML)
64	15691		OM PRAKASH	GINYAH (SML)	05.03.72	GEN	GYAAN (SML)
65	15693		BANITA DEVI	GHS BARARA (SML)	09.01.75	GEN	DUNGIANI (SML)
66	15694		CHANDAN SINGH THAKUR	BALSA (SML)	15.09.73	GEN	BOSARI (SML)
67	15698		JAGDISH CHAND	GMSTAPOON U/C MANGLA (CBA)	20.07.77	GEN	TIKROO (CBA)

68	15710		SURESHA NAND SHARMA	GMS NADHAL-SARI U/C DHADI RAWAT (SML)	11.07.74	GEN	DHADI RAWAT (SML)
69	15711		PREM LATA THAKUR	BALSA (SML)	15.03.73	GEN	PUJARLI NO.-3 (SML)
70	15713		SEEMA THAKUR	GHS KHAGNA (SML)	09.12.75	GEN	NANHAR (SML)
71	15723		NISHA KUMARI	(G)ROHRU (SML)	28.12.78	GEN	DHAMWARI (SML)
72	15736		TRIPTA DEVI	(G)PORTMORE (SML)	27.07.74	GEN	KADIWAN (SML)
73	15737		ROHIT SHARMA	GMS HARDASPUR U/C (G)CHAMBA (CBA)	18.02.75	GEN	PARIHAR (CBA)
74	15740		RANJNA CHAUHAN	(G)ROHRU (SML)	22.08.76	GEN	JHAGTAN (SML)
75	15741		SUCHITRA THAKUR	BEOLIA (SML)	29.01.77	GEN	BASADHAR (SML)
76	15744		NISHA DEVI	(B)SOLAN (SLN)	15.06.78	GEN	SHARGAON (SMR)
77	15759		SUMITRA DEVI	PURUWALA (SMR)	04.04.75	GEN	KHOOD (SMR)
78	15797		ANITA KUMARI	KAPAH (MND)	31.08.77	GEN	PAURAKOTHI (MND)
79	15799		KAVITA THAKUR	(B)RAMPUR (SML)	24.06.79	GEN	TAKLECH (SML)
80	15807		ATUL BHAIK	SHOGHI (SML)	07.02.76	GEN	KHAMADI (SML)
81	15810		PRABHAT CHAND	(B)RAMPUR (SML)	28.12.77	GEN	DOFDA (SML)
82	15811		PUNEET CHAUHAN	SHEEL (SML)	10.02.78	GEN	KUTHARI GHASNI (SML)
83	15817		HARVINDER SINGH KANWAR	NAGJUBBAR (SML)	30.12.74	GEN	PANDOA (SML)
84	15825		PUSHAP DEV	GHS BHARERI (SML)	05.11.80	GEN	DEOTHI (RAMPUR) (SML)
85	15828		SHASHI KUMAR	GMS GHARMANI U/C LUDDU (CBA)	31.03.76	GEN	LADDA (CBA)
86	15833		SHEETAL SHARMA	CHOWARI (CBA)	03.02.80	GEN	RAILA (CBA)
87	15838		SHEETAL THAKUR	KIARKOTI (SML)	30.07.81	GEN	KHAIRA (SML)
88	15851		KRISHMA GHASTA	KALBOG (SML)	11.03.76	GEN	RAWLAKIAR (SML)
89	15852		PARSHWA NATH	GMS KIRTI U/C VIRGARH 9SML)	18.09.77	GEN	NARAIN (SML)
90	15864		RAKSHA DEVI	GHS BANNI(FAGU) (SML)	05.03.72	GEN	BALAG (SML)
91	15870		VINAY PAL	GHS DADAS (SML)	15.01.77	GEN	JHINA (SML)
92	15877		SANDEEP KUMAR	CHHOTA SHIMLA (SML)	26.11.75	GEN	KASHAPAT (SML)
93	15882		PRABHA GAUTAM	(B)THEOG (SML)	26.02.77	GEN	KIAR (SML)
94	15886		SUSHMA SAUHTA	GHS JAKHU (SML)	04.04.78	GEN	KUTHAR (THEOG (SML)
95	15892		ANITA SHARMA	KALOTI (SML)	24.12.77	GEN	ROHAL (SML)
96	15901		OM PRAKASH SHARMA	GHS BAKHOL U/C GUMMA (K.KHAI)(SML)	05.01.77	GEN	DHOTALI (SML)
97	15902		BODH RAJ	GHAIN (MND)	06.08.80	GEN	GHAIN (MND)
98	15909		MAN MOHAN SINGH THAKUR	GHS KRISHNANAGAR (SML)	02.01.74	GEN	TANGNU (SML)
99	15910		SANDEEP BARET	SANJALI (SML)	02.04.76	GEN	DHAR TARPJOO (SML)
100	15913		MANJULA THAKUR	RAMPUR KEONTAL (SML)	03.03.75	GEN	CHAIL (SLN)
101	15918		PARMAR CHAND	GHS DHAROT DHAR (MND)	23.01.73	GEN	LAMBSAFAR (MND)
102	15928		KUNJAN VERMA	DADOH (MND)	07.03.71	GEN	DHAROTDHAR (MND)
103	15943		SURENDER SINGH	AJOLI (SMR)	18.10.75	GEN	PABYANA (SMR)
1	14332	60	SURESH KUMAR	SANAWAR (SLN)	12.09.73	SC	BAWASSI (SLN)
2	15089	81	GURMIT KAUR	SIDHPUR (KGR)	17.03.78	SC	MULTHAN (KGR)
3	15089	105	GURDEV SINGH	GMS GURCHAL U/C SADWAN (KGR)	08.06.74	SC	BADGRAN (CBA)
4	15089	109	CHETAN KUMAR	GHS DEHRIAN (KGR)	12.06.78	SC	KHUNDIAN (KGR)
5	15089	125	JYOTI DOGRA	LOHARA (UNA)	02.10.71	SC	TALMEHRA (UNA)

6	15089	127		KULDIP SINGH DHIMAN	BALH (UNA)	20.09.73	SC	PAIRWIN (HMR)
7	15089	136		SUNDER LAL	KASHIMBLIDHAR (MND)	02.06.75	SC	KASHIMBLIDHAR (MND)
8	15089	145	A	MOHINDER PAUL	LAHIANI (UNA)	28.12.74	SC	TAKOLI (UNA)
9	15089	170		VIJAY KUMAR	(B)ARKI (SLN)	26.03.77	SC	DOMEHAR (SLN)
1	15494			PALDUP DORJE	GMS KALAGHAT U/C OACHGHAT (SLN)	24.05.72	ST	KOTBEJA (SLN)
2	16995			POONAM SHASHNI	KATRAIN (KLU)	11.01.78	ST	PINNI (KLU)
3	17475			DEEPAK KUMAR	KANAM (KNR)	30.06.76	ST	LIPPA (KNR)
4	17515			RAJENDER	GHS PRINI (KLU)	07.04.77	ST	MANIKARAN (KLU)
5	17519			LATA DEVI	CHACHIAN (KGR)	25.08.79	ST	PARAL (KGR)
6	17582			CHAMAN SINGH	DHARWAS (CBA)	04.01.80	ST	BHAGEIGARH (CBA)
7	17590			NIRMLA DEVI	GMS KUDDI U/C HOBAR (CBA)	22.06.82	ST	CHOWARI (CBA)
8	17642			RAM LAL	GMS RAUGI U/C SOYAL (KLU)	06.01.80	ST	JANA (KLU)
9	17716			KAPIL DEV	JEORI (SML)	11.04.78	ST	DARKALI (SML)
10	17919			SUNITA DEVI	BADHERA (UNA)	01.06.86	ST	PANDOGA (UNA)
11	18018			ANIL KUMAR NEGI	KOTHI (KNR)	31.12.84	ST	BARANG (KNR)
12	18085			SHARVAN KUMAR	GHS BAHU KA BAG (CBA)	16.06.85	ST	DHADU (CBA)
13	18437			SATISH KUMAR	GHS BARI (KNR)	20.06.78	ST	BRUA (KNR)
14	18464			NISHA KUMARI	SARI BHEKHALI (KLU)	16.04.85	ST	JALLUGRAN (KLU)
15	18583			UMESH YADAV	BHARARU (MND)	03.04.84	ST	DHARWARTHACH (MND)
16	19459			MEENA KUMARI	URLA (MND)	20.03.89	ST	KHUNACHI (MND)
17	19897			PAMILA	GHS MOORING (L&S)	15.03.79	ST	TABO (L&S)
18	19907			NEETA DEVI	PANGAN (KLU)	04.07.81	ST	FOZAL (KLU)

All the concerned HM/Principals are ordered to relieve Promotee immediately and any negligence/ reluctance in the matter will be viewed seriously.

The above officials will have no right to claim for promotion as HM and option exercised cannot be changed. No correspondence in this regard will be entertained by the department. The entry of promotion orders be made in service book of the concerned even if he/ she apply for forgo so that his /her ACP case/ other claim as TGT could be decided accordingly by the competent authority. The relieving and joining be ensured as per proforma attached.

The Promotee Lecturer(School-New) will join their new place of posting on or before 15.09.2022 positively failing which promotion orders as Lecturer(School-New) shall deemed to be withdrawn automatically **for one year or next DPC whichever is later.** No specific orders with reference to withdrawal of promotion orders will be issued separately. **No extension will be given for joining in any case.**

Those TGT's who have not submitted bio-data/case/option as per this directorate letter dated 08.11.2021 can not claim for promotion merely on the basis of TGT seniority number and no correspondence in this regard will be entertained in this directorate until same is recommended by Director Elementary Education with full justification to minimize litigations.

The financial benefits will be admissible from the date of joining the post of Lecturer(School-New). He/ She will be entitled for TA/DA and joining time as admissible under the Rules. Officials who want to get their pay fixed according to option, they will have to exercise their option within one month from the date of joining.

These promotion orders are subject to the following conditions :-

1. Promotee PGTs shall teach those subjects from class 6<sup>th</sup> to 10<sup>th</sup> which they had studied at the graduation level in addition to teaching of plus one and plus two classes of the subjects studied by them at the Post graduation level to enable them to fulfill the minimum norms of teaching in a month (per week).

2. Those who have been posted in non-Tribal /non- difficult area shall have to serve in tribal / difficult areas in view of the administrative requirements as stipulated in R&P Rules.

These orders are available on the departmental website: [www.education.hp.gov.in](http://www.education.hp.gov.in)



(Dr. Amarjeet K.Sharma)  
Director of Higher Education  
Himachal Pradesh  
August,2022

Endst No. Even Dated Shimla-171001  
Copy forwarded for information and further necessary action to:

1. The Principal Secretary (Education) to the Govt. of Himachal Pradesh, Shimla.
2. The Director of Elementary Education, H.P
3. All the Deputy Directors of Education (Elementary /Higher) in H.P.
4. **The Principal/Headmaster of the concerned /complex schools with the remarks that the concerned teacher be relieved after verifying his/her all academic and service particulars.** Beside this an **undertaking** to the effect that **if he/she is found unfit for promotion at later stage due to any reasons i.e. any change in the seniority /disciplinary proceeding etc. He/she be reverted to the original post of TGT and the excess amount paid to him /her will be recovered in lump-sum may be obtained before relieving and the same be pasted in his/her service book duly countersigned by the concerned DDO. Necessary intimation to this effect be furnished to this Directorate as well as to the institution where he/she is posted.** It will be the sole responsibility of the concerned Principal/Headmaster and individual concerned to ensure joining/relieving/ forgo information/orders as per **ANNEXURE I, II, III** within a week's time after the stipulated period to this Directorate as well as concerned DDEE/DDHE concerned. If the above promotee has been transferred to other institution, the concerned Principal/Headmaster will ensure to send the promotion orders to the school where he/she has been transferred and report thereof be sent to this Directorate immediately. At the time of joining, Principal of the concerned school has to **scrutinize the academic/professional and SC/ST certificates of the individual concerned and thereafter joining report be sent to this Directorate immediately as per Annexure-II.** In case the concerned promotee does not report for duty in the school with in the stipulated period, the matter may be reported so that next in panel could be promoted. It may be ensure that the instructions issued on the subject are strictly adhered to in letter and spirit and lapse will be viewed seriously.
5. D.A. dealing with transfer/fixation /seniority (internal).
6. PS to Director of Higher Education H.P.

Director of Higher Education  
Himachal Pradesh

**ANNEXURE-I**  
**RELIEVING ORDER**

No.....  
Office of Principal/Headmaster  
GSSSS/GHS..... Dist..... (HP)  
Tele No.....

Dated ..... 2022  
**Office Order**

Consequent upon his/her promotion to the post of Lecturer(School-New) in.....  
(Subject) vide DHE (HP) order No EDN-H (19) B (1)-6/2010-Promotion dated 30.08.2022  
Mr/Ms.....TGT seniority No..... category .....  
(Gen/SC/ST) PMIS Code....., who has opted for the promotion as Lecturer(School-New) and has  
acquired Master Degree from the University duly recognized by the UGC and the Govt. of HP  
i.e.....(Name of University) and is hereby relieved from this institution today on  
dated.....(FN/AN) with the direction to report to the Principal,  
GSSS.....Dist..... (HP). He/ She has handed over the complete charge in respect of  
all the assignment held by him in the institution.

He/ She has availed ..... Casual leave, .....R/H during calendar  
year 2022.

Principal/Headmaster  
(Signature with office seal)

Full Name .....  
Designation.....Phone No.....

Endst No.                      Even                      Dated                      .....

Copy forwarded for information and further necessary action to:-

1.                      The Director of Higher Education, HP, Shimla -I
2.                      The Director of Elementary Education, HP, Shimla -I
3.                      The Dy. Director of Higher Education, District...../..... (HP).
4.                      The Dy. Director of Elementary Education, District...../..... (HP).
5.                      The Principal GSSS.....District.....HP.
6.                      The individual concerned.

Principal/Headmaster  
(Signature with office seal)

**ANNEXURE-II**

**JOINING ORDER**

No.....  
Office of Principal/Headmaster  
GSSSS/GHS..... Dist..... (HP)  
Tele No.....

Dated ..... 2022

**Office Order**

Consequent upon his/her promotion to the post of Lecturer(School-New) in.....  
(Subject) vide DHE (HP) order No EDN-II (19) B (1)-6/2010-Promotion dated 30.08.2022  
Mr/Ms.....TGT seniority No..... category .....  
(Gen/SC/ST), PIMS Code....., who has opted for the promotion as Lecturer(School-New) and has acquired  
Master Degree from the University duly recognized by the UGC and the Govt. of HP  
i.e.....(Name of University), joined in this institution today on  
dated.....(FN/AN).

Principal/Headmaster  
(Signature with office seal)

Full Name .....  
Designation..... Phone No.....

Endst No.                      Even                      Dated.....

Copy forwarded for information and further necessary action to:-

1.                      The Director of Higher Education, HP, Shimla -I
2.                      The Director of Elementary Education, HP, Shimla -I
3.                      The Dy. Director of Higher Education, District...../..... (HP).
4.                      The Dy. Director of Elementary Education, District...../..... (HP).
5.                      The Principal GSSS.....District.....HP.
6.                      The individual concerned.

Principal/Headmaster  
(Signature with office seal)

**ANNEXURE-III**  
**FORGO Information**

No.....  
Office of Principal/Headmaster  
GSSSS/GHS..... Dist..... (HP)  
Tele No.....

Dated ..... 2022

To

The Director of Higher Education,  
Himachal Pradesh, Shimla-01

Subject:-

**Information regarding forego the promotion to the post of Lecturer(School-New).....(subject) in r/o Mr/Ms..... TGT seniority No..... Category (Gen/SC/ST).....**

Sir

I have the honour to refer your office order No EDN-H (19) B (1)-6/2010-Promotion dated 30.08.2022. In this regard it is submitted that Mr/Ms..... TGT seniority No..... Category (Gen/SC/ST)....., who was promoted as Lecturer(School-New) in .....subject, has opted to forego the promotion as per her **written option** in this regard which is **duly countersigned by me** & is enclosed herewith for your further necessary action please.

It is further submitted that entry to this effect has been made in the service book of individual concerned and copy of forego option has also been pasted in his/her service book.

Principal/Headmaster  
(Signature with office seal)

Full Name .....  
Designation..... Phone No.....

Endst No. .... even ..... Dated.....

Copy forwarded for information and further necessary action to:-

1. The Director of Elementary Education, HP, Shimla -1
2. The Dy. Director of Higher Education, Dist...../..... (HP).
3. The Dy. Director of Elementary Education, Dist...../..... (HP).
4. The Principal GSSS.....Dist.....HP.
5. The individual concerned.

Principal/Headmaster  
(Signature with office seal)