

No. EDN-H(8)HPU/2013  
Directorate of Higher Education  
Himachal Pradesh.  
Phone No. 0177-2653120, Fax : 0177-2812882

Dated: Shimla – 171001, the, 01 February, 2022

To

All the Principals,  
Govt. Degree Colleges,  
Himachal Pradesh.

**Subject:-** Regarding submission of Performa for future Promotion as SLA's as per Seniority list of JLA's(promoted in 2019).

Sir,

You are directed to send the information as per prescribed Performa enclosed herewith for promotion from JLAs to SLAs under your control within one week from the receipt of this letters, which is essential<sup>ly</sup> required for the purpose. The Department will not be responsible for the delay of the promotion due to not receiving the information well in time and if ACRs of any JLA is pending for the last three years 2018-2019, 2019-20,2020-2021 must be submitted with in stipulated period.

In case the concerned is transferred to other station, the previous institute will inform personally to the concerned ~~to~~ for submission of particulars as quoted above.


**This may be given personal attention.**

  
Addl. Director Higher Education(C)  
Himachal Pradesh

Endst. No. & Dated Even Shimla-1 the February, 2021

Copy to:-

1. The PS the Director, of Higher Education Himachal Pradesh Shimla-I.
- ✓ 2. The T.O. IT Cell with the direction to upload the same on the Departmental website.
4. Guard File.

  
Addl. Director Higher Education(C)  
Himachal Pradesh, Shimla-

### PROFORMA

To be submitted by Head of Institutions/Offices through concerned Principals of College in duplicate (Mandatory) to all for future promotion as SLA as per instruction given below:-

1	Name of the candidate with mobile No.	
2	Father's Name	
3	Date of Birth	
4	date of regular appointment as JLA	
5	Date of Joining as JLA in the Deptt.	
6	Total length of regular service as JLA	
7	Final seniority No. as JLA	
8	Present place of Posting with Tel.No.	
9	Education qualification i.e matric /+2etc.(attach copy)	
10	category(gen/SC/ST/Ex.-serviceman/OBC etc.)attach copy	
11	permanent address	
12	Integrity Vigilance/Departmental Enquiry if any status thereof	
13	PMIS Code	
14	Whether served Tribal/Hard Area, yes or no(if yes then indicate the station/institution with date	

I do certify that all particulars Sr. No.01 to 14 are correct.

Signature of concerned official

Certified that all particulars shown at Sr. No. 01 to 14 are true and correct, hence verified.

Signature of Head of office with seal