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No.: EDN-HE(1)B(2)1/2018(Sr.Asstt.)  
Directorate of Higher Education  
Himachal Pradesh

Dated Shimla-171001, the

16/8/21

To

The Deputy Director Higher Education,  
Shimla/Solan/Sirmour/Kinnaur/Kaza/Keylong/Kullu/Bilaspur/Hamirpur/  
Una/Mandi/Kangra/Chamba, Himachal Pradesh.

Subject:- Regarding submission of particulars of Clerks / Jr. Assistant for  
promotion to the post of Senior Assistants.


Memo:

On the subject cited above, it is informed that particulars of Clerks/ Jr. Asstt. is required for promotion to the post of Sr. Asstt. It will be the personal responsibility of the Head of the office/institution that the desired particulars of the concerned officials should be checked properly from the service book as well as from original record and same information should be sent to this Directorate on prescribed proforma enclosed herewith through proper channel well in time.

You are, therefore, directed to circulate the said letter to all the institutions/offices (Hr. and Ele. both) situated in your district for strict compliance and supply the particulars of the concerned officials shown in the list enclosed **as well as left out cases, if any**, to this Directorate on prescribed proforma along with photo copies of other documents, **within 20 days from the issuance of this letter** so that promotion process could be started accordingly.

The said letter is also available on the departmental web site  
<https://education.hp.gov.in>

Encls: Proforma & List.

  
(Dr. Amarjeet K. Sharma)  
Director Higher Education  
Himachal Pradesh

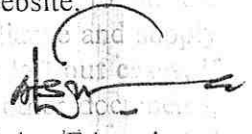
Endst No. Even Dated Shimla-171001, the

Copy to:-

1. The Director Elementary Education, Himachal Pradesh for similar action please.
2. DA dealing with the service books(internal) for similar action.
3. The Supdt. ACR branch, Dte. of Hr. with the directions to complete the ACR dossiers of the concerned officials.
4. I/C Computer Cell, Dte. of Hr. Edu. for uploading on the departmental website.

शिक्षा निदेशालय उच्चतर शिक्षा

16 AUG 2021

  
Director Higher Education  
Himachal Pradesh

Phone No. 0177-2656621, Fax No. 0177-2811247, 2812882 Email Address: dhe-sml-hp@gov.in

**PROFORMA**

To be submitted by Head of institutions /Offices through concerned Deputy Directors in duplicate(Mandatory to all for future promotion as Senior Assistant as per instruction given below:-

|    |   |  |
|----|---|--|
| 1  | Name of the candidate with mobile No.   |  |
| 2  | Father's Name   |  |
| 3  | Date of birth   |  |
| 4  | Mode of Recruitment ( LDR/Promotion/Direct)   |  |
| 5  | Date of regular appointment as Clerk  |  |
| 6  | Date of joining as Clerk in the Deptt.  |  |
| 7  | Date of placement as Jr. Asstt. (if placement given on notional basis then photo copy enclosed).  |  |
| 8  | Total length of regular service as Clerk/Jr. Asstt except Dies-Non/EOL & also give the full detail of Dies-non period/EOL/penalty etc. with period, if any. |  |
| 9  | Final Seniority No. as Clerk & Junior Assistant (Both)  |  |
| 10 | Present place of posting with Tel. No.  |  |
| 11 | Previous all places of posting with period  |  |
| 12 | Education qualifications i.e. Matric/+2/Graduation etc. (Attach photo copies)   |  |
| 13 | Type test qualified yes or no, if yes attach photo copy   |  |
| 14 | Category (Gen./SC/ST/Ex-Servicemen/OBC etc.) Attach Photo copy.   |  |
| 15 | Permanent address   |  |
| 16 | Integrity Vigilance/Departmental enquiry if any status thereof.   |  |
| 17 | PMIS Code   |  |
| 18 | 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 18 are correct.

Signature of concerned official

Certified that all particulars shown at Sr. No. 01 to 18 are true and correct, hence verified.

Signature of Head of office with seal

**Countersigned by DDHE**



**List of Jr. Asstt. For promotion to the post of Sr. Asstt.**

| Sr. No. | Sty. No. | Name            | Place of posting        | DOB        | DOA        | Category |
|---------|----------|-----------------|-------------------------|------------|------------|----------|
|         |          | Sh/Smt.         |                         |            |            |          |
| 1       | 3223     | Prem Pal Attri  | BEEO Nauradhar (SMR)    | 06-03-1968 | 15-09-2011 | General  |
| 2       | 3224     | Darshan Singh   | DDHE Chamba             | 16-03-1977 | 06-09-2011 | General  |
| 3       | 3225     | Mohender Singh  | GC Sarkaghat, MND       | 04-06-1976 | 06-09-2011 | General  |
| 4       | 3226     | Kodru Ram       | GSSS Nankhari, SML      | 24-08-1973 | 15-09-2011 | SC       |
| 5       | 3227     | Sanjeev Kumar   | GDC Joginder Nagar, MND | 14-03-1967 | 06-09-2011 | General  |
| 6       | 3228     | Madan Lal       | GSSS Bhaliyani (KLU)    | 12-02-1974 | 06-09-2011 | General  |
| 7       | 3229     | Nek Ram         | GHS Mangroon, SLN       | 06-03-1964 | 15-09-2011 | General  |
| 8       | 3230     | Nand Lal Verma  | BEEO Sunni, SML         | 26-01-1973 | 06-09-2011 | General  |
| 9       | 3231     | Rajeev Kumar    | DHE, HP                 | 03-02-1976 | 06-09-2011 | SC       |
| 10      | 3232     | Tara Devi       | DDEE Mandi              | 03-07-1972 | 15-09-2011 | SC       |
| 11      | 3233     | Babu Ram        | DEE, HP                 | 29-05-1970 | 06-09-2011 | General  |
| 12      | 3234     | Gopal Dass      | DHE, HP                 | 26-10-1974 | 06-09-2011 | General  |
| 13      | 3235     | Ramesh Kumar    | BEEO Balh, MND          | 12-04-1971 | 15-09-2011 | General  |
| 14      | 3236     | Sanjay Kumar    | DEE, HP                 | 02-02-1977 | 06-09-2011 | General  |
| 15      | 3237     | Tarun Kumar     | DDEE Chamba             | 04-04-1969 | 06-09-2011 | SC       |
| 16      | 3238     | Budh Ram        | BEEO Nahan, SMR         | 05-03-1971 | 15-09-2011 | OBC      |
| 17      | 3239     | Pratap Singh    | GSSS Dansa, SML         | 18-11-1968 | 06-09-2011 | General  |
| 18      | 3240     | Meena Kumari    | GBSSS Mandi, MND        | 20-01-1974 | 15-09-2011 | General  |
| 19      | 3241     | Vipan Kumar     | 6HP(I)coy NCC Una       | 14-08-1977 | 15-09-2011 | General  |
| 20      | 3242     | Lal Singh       | GSSS Nainidhar, SMR     | 14-03-1975 | 15-09-2011 | General  |
| 21      | 3243     | Sunita Devi     | GGHS Bijhari, HMR       | 23-09-1971 | 15-09-2011 | General  |
| 22      | 3244     | Gopi Ram        | GSSS Balh Churani, BLP  | 19-04-1979 | 15-09-2011 | General  |
| 23      | 3245     | Sudesh Kumari   | GSSS Kothi Deora, SLN   | 03-01-1966 | 15-09-2011 | General  |
| 24      | 3246     | Kanta Sharma    | DDEE Shimla             | 20-08-1965 | 15-09-2011 | General  |
| 25      | 3247     | Vidya Singh     | GSSS Dhamwari, SML      | 13-11-1970 | 15-09-2011 | General  |
| 26      | 3248     | Bhumeshwar Dutt | GSSS Duttanagar, SML    | 20-11-1968 | 15-09-2011 | General  |
| 27      | 3249     | Ishwari Devi    | BEEO Rohru, SML         | 02-09-1965 | 15-09-2011 | General  |
| 28      | 3250     | Pardeep Kumar   | GDC Dhaliara, KGR       | 08-07-1971 | 15-09-2011 | General  |
| 29      | 3251     | Bhagat Ram      | GHS Mangoo, SLN         | 19-03-1969 | 15-09-2011 | General  |
| 30      | 3252     | Madan Lal       | GSSS Kakkarhatti, SLN   | 19-05-1972 | 15-09-2011 | General  |
| 31      | 3253     | Rakesh Kumar    | GSSS Badoli, Una        | 22-10-1963 | 15-09-2011 | General  |
| 32      | 3256     | Raj Kumar       | GSSS Khaddar, MND       | 21-10-1975 | 15-09-2011 | General  |
| 33      | 3257     | Attar Singh     | GSSS Shamtha, SML       | 15-04-1980 | 15-09-2011 | General  |
| 34      | 3258     | Som Nath        | GSSS Loharghat, SLN     | 09-02-1976 | 15-09-2011 | General  |
| 35      | 3259     | Sohan Lal       | GSSS Kuthar, SLN        | 27-02-1973 | 15-09-2011 | General  |
| 36      | 3260     | Nokhi Ram       | DDEE Shimla             | 11-02-1969 | 15-09-2011 | General  |
| 37      | 3261     | Om Prakash      | BEEO Sunni, SML         | 12-05-1972 | 15-09-2011 | General  |
| 38      | 3262     | Sharmila Devi   | GHS Kheel, MND          | 01-03-1975 | 15-09-2011 | General  |
| 39      | 3263     | Devki Nandan    | GSSS Nihari, MND        | 04-12-1974 | 15-09-2011 | General  |
| 40      | 3264     | Hero Devi       | DDHE Kullu              | 05/0672    | 15-09-2011 | General  |
| 41      | 3265     | Tilak Raj       | GSSS Chauni, MND        | 02-08-1968 | 15-09-2011 | General  |
| 42      | 3266     | Pardeep Kumar   | DEE, HP                 | 14-04-1968 | 15-09-2011 | SC       |
| 43      | 3267     | Naresh Kumar    | GSSS Bathalang, SLN     | 06-11-1976 | 15-09-2011 | General  |
| 44      | 3268     | Narender Paul   | BEEO Nadaun, HMR        | 20-09-1969 | 15-09-2011 | OBC      |
| 45      | 3269     | Vijay Kumar     | GHS Baffrin, HMR        | 02-11-1974 | 15-09-2011 | General  |
| 46      | 3270     | Prem Lal        | GSSS Kandha, MND        | 15-11-1965 | 15-09-2011 | General  |
| 47      | 3271     | Ashok Kumar     | GSSS Ghain, MND         | 31-01-1974 | 15-09-2011 | General  |
| 48      | 3272     | Durga Devi      | GSSS Batheri, MND       | 28-02-1971 | 15-09-2011 | General  |



|    |      |                |                          |            |            |         |
|----|------|----------------|--------------------------|------------|------------|---------|
| 49 | 3273 | Naresh Chand   | GC Sanjauli, SML         | 02-02-1978 | 15-09-2011 | General |
| 50 | 3274 | Anita Devi     | DDHE Shimla              | 10-04-1978 | 15-09-2011 | General |
| 51 | 3275 | Raj Pal        | GHS Kallar, BLP          | 28-09-1970 | 15-09-2011 | OBC     |
| 52 | 3276 | Jagdish Kumar  | DHE, HP                  | 01-03-1973 | 15-09-2011 | General |
| 53 | 3278 | Manohar Lal    | GDC Anni at Haripur, KLU | 08-04-1971 | 15-09-2011 | General |
| 54 | 3279 | Surinder Kumar | GSSS Chhausha, SLN       | 10-05-1973 | 15-09-2011 | General |
| 55 | 3280 | Vijay Kumar    | BEEO Haroli, Una         | 15-12-1975 | 15-09-2011 | ST      |
| 56 | 3281 | Pawan Kumar    | GSSS Beetan, Una         | 11-06-1981 | 15-09-2011 | ST      |
| 57 | 3282 | Geeta Sharma   | GDC Sanjauli, SML        | 14-12-1975 | 15-09-2011 | General |
| 58 | 3283 | Brij Lal       | BEEO Chachiot-I, MND     | 22-07-1970 | 15-09-2011 | SC      |
| 59 | 3284 | Seema Kumari   | GC Rajgarh, SMR          | 20-05-1975 | 15-09-2011 | General |
| 60 | 3285 | Kalu Ram       | GSSS Baggi, MND          | 08-03-1976 | 15-09-2011 | SC      |
| 61 | 3286 | Kishori Lal    | GSSS Sherpur, CBA        | 28-10-1969 | 15-09-2011 | ST      |
| 62 | 3287 | Naresh Kumar   | GSSS Korag, SMR          | 03-05-1972 | 15-09-2011 | General |
| 63 | 3288 | Balinder Singh | GHS Barthal Madhana, SMR | 19-02-1967 | 15-09-2011 | General |
| 64 | 3289 | Sarla Devi     | GHS Sarsoo, SMR          | 22-03-1976 | 15-09-2011 | General |
| 65 | 3290 | Rakesh Kumar   | GSSS Buchher, KLU        | 22-03-1973 | 15-09-2011 | General |
| 66 | 3291 | Narender Singh | BEEO Bhawarna, KGR       | 30-10-1975 | 15-09-2011 | General |
| 67 | 3292 | Sita Devi      | GSSS Nakhlehra, BLP      | 20-07-1971 | 15-09-2011 | General |
| 68 | 3293 | Ashwani Kumar  | GSSS Bahanwin, HMR       | 27-04-1985 | 15-09-2011 | General |
| 69 | 3294 | Kashmir Singh  | GHS Silag, MND           | 06-03-1967 | 15-09-2011 | General |
| 70 | 3295 | Jogan Devi     | DDHE Kinnaur             | 26-12-1979 | 15-09-2011 | ST      |
| 71 | 3296 | Neel Chand     | GSSS Tharas, KLU         | 02-05-1978 | 15-09-2011 | General |
| 72 | 3297 | Chet Ram       | GSSS Rawalakiar, SML     | 04-01-1970 | 15-09-2011 | SC      |
| 73 | 3298 | Raksh Pal      | BEEO Nankhari, SML       | 21-02-1973 | 15-09-2011 | General |
| 74 | 3299 | Baru Ram       | GSSS Dhar Chandana, SML  | 13-09-1974 | 15-09-2011 | General |
| 75 | 3300 | Tejender Singh | GBSSS Kullu              | 22-02-1978 | 15-09-2011 | General |
| 76 | 3301 | Subhash Chand  | GSSS Melthi, SML         | 01-05-1977 | 15-09-2011 | General |
| 77 | 3302 | Bittu Ram      | GHS Seema                | 20-04-1972 | 15-09-2011 | PH(SC)  |
| 78 | 3303 | Jogindri Devi  | GSSS Samoli, SML         | 25-02-1976 | 15-09-2011 | SC      |
| 79 | 3304 | Sanjeev Kumar  | GHS Sard Dogri, KGR      | 07-10-1970 | 15-09-2011 | OBC     |
| 80 | 3305 | Maya Devi      | GGSSS Jawalamukhi, KGR   | 15-04-1967 | 15-09-2011 | OBC     |
| 81 | 3306 | Sudhir Kumar   | GC Solan                 | 18-03-1976 | 15-09-2011 | General |
| 82 | 3307 | Keshav Ram     | BEEO Chhohara, SML       | 18-03-1978 | 15-09-2011 | General |
| 83 | 3308 | Champa Devi    | GHS KB D/Shala           | 15-11-1977 | 15-09-2011 | SC      |
| 84 | 3309 | Chaman Singh   | GSSS Purthi(P)(CBA)      | 08-11-1969 | 15-09-2011 | ST      |
| 85 | 3310 | Rajneesh Kumar | GSSS Jawali, KGR         | 29-09-1988 | 07-04-2011 | OBC     |
| 86 | 3311 | Rajinder Kumar | BEEO Fatehpur, KGR       | 29-04-1976 | 29-09-2011 | SC      |
| 87 | 3312 | Lalita Sharma  | DDHE Chamba              | 15-05-1970 | 28-04-2011 | General |
| 88 | 3313 | Babita Kumari  | DDEE Nahan               | 11-12-1985 | 12-12-2011 | General |