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No. EDN-H(3)F(4)-55/2025  
Directorate of Higher Education  
Himachal Pradesh.

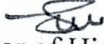
To Dated: Shimla – 171001, the, 20<sup>th</sup> December, 2025

All the Principals,  
Govt. Degree/Skt. College (s),  
Himachal Pradesh.

**Subject:- Regarding submission of copy of Self Assessment Report (SAR) for ranking of colleges.**

On the subject cited above, you are hereby directed to furnish the copy of Self Assessment Report (SAR) for ranking of colleges to the Directorate of Higher Education, H.P. without any supporting document. Further, the supporting documents may be kept in your safe custody and be produced before the SAR Team whenever it visits your respective institution.

Further, the copy of detail of cluster colleges for physical verification circulated earlier by the Directorate of Higher Education, H.P. vide letter No.EDN-HE(15)B(1)-2023-GRADING/RATING dated 10<sup>th</sup> December, 2025 which will evaluate/physically verify self assessment proforma of another cluster is enclosed as per annexure "E" for your information and further necessary action.


  
+ Director of Higher Education  
Himachal Pradesh. शिक्षा निदेशालय उच्चतर हिप्रो

Endst. No. the Shimla-171001 dated 20<sup>th</sup> December, 2025  
Copy for information and further necessary action:-

1. The Supdt. IT Cell, DHE, HP. with the request to upload the same of Departmental website please.
2. Supdt. Library Branch, DHE, HP with the direction to monitor the physical verification /evaluation to be carried out by one cluster of another cluster.
3. Guard file.

20 DEC 2025

शिमला-1

  
+ Director of Higher Education,  
Himachal Pradesh

No. EDN-HE (15) B (1)-2023-GRADING/RATING.  
Directorate of Higher Education  
Himachal Pradesh.

Dated Shimla-1 the,

December, 2025

To

All the Principals,  
Govt. Degree/Skt.Colleges of the State of HP.

Sub:-

Regarding Grading/Rating of Libraries of Department of Higher Education Himachal Pradesh.

Please find enclosed herewith a copy of self Assessment proforma for Grading/Rating of Libraries of Colleges. In this regard, you are directed to do the needful as per the attached SOP for the Grading/Rating of the Libraries and send the copy of the same to Directorate of Higher Education as per the timeline attached on email i.e. [librarybranchdhe@gmail.com](mailto:librarybranchdhe@gmail.com) and retain original copy in the Institution for further action by the committee constituted for physical verification of the claim.

Director Higher Education,  
Himachal Pradesh, Shimla-1  
December, 2025

Endst. No. Even dated Shimla, the  
Copy for information and further necessary action is forwarded to:-

1. The Secretary (Education) to the Govt. of HP for information please.
2. The Technical officer, IT Cell, Directorate of Higher Education, HP Shimla-1 to upload the same on the Departmental website.
3. Guard File

शिक्षा निदेशालय उच्चतर शिक्षा

10 DEC 2025

शिमला-1

Director of Higher Education  
Himachal Pradesh, Shimla

**Standard Operating Procedure/Guidelines for physical verification of library for the purpose of Grading/Rating:-**

- (1) All the Principals are directed to choose any one level of grading on self Assessment Proforma as per your existing library resources.(Copy Attached as "Annexure" 'A')
- (2) All the Principals are directed to send one copy of duly filled up self Assessment form along with undertaking (copy of Undertaking attached as Annexure 'B') to this Directorate as per the timeline given (copy of timeline attached as Annexure 'C') and original copy will be retained by the Institution for physical verification by the authorized committee.
- (3) A committee for physical verification of library resources is the same which is constituted for the physical verification of the SAR (College Ranking) (list of the Cluster level committee is enclosed as Annexure 'D').Inclusion of Librarian/Asstt. Librarian is mandatory in the verification committee. Committee of One cluster will evaluate/ physically verify self assessment proforma of another cluster as per (Annexure 'E')
- (4) If the senior most Principal get superannuated or get transferred, the next senior most Principal from the cluster will head the committee and all the documents related to verification will be formally handed over to new chairperson before relieving of existing incumbent.
- (5) The Institution Library which does not fall in any level from I-V will be listed among non graded libraries.
- (6) The chairperson of physical verification committee will submit all the documents including verification report to Directorate of Higher Education as per the timeline attached .(copy of Physical Verification Certificate attached as Annexure 'F')
- (7) In case of any controversy, the concern college can appeal for the re-verification to the Director of Higher Education and the decision of the Director of Higher Education will be final.

## Clusters Formulated for NAAC and other purposes

Annexure 'D'

	MAIN COLLEGE	CONSTITUENT CLUSTER COLLEGES
1	Govt. College Solan	Govt. College Kandaghat
		Govt. College Arki
		Govt. College Dharampur
		Govt. College Rajgarh
		Govt. College Pajhota at Phatti Patel
		Govt.. Skt. College, Solan
		Govt. College Jainagar
2	Govt. College Nalagarh	Govt. College Barotiwala
		Govt. College Diggal
		Govt. College Ramshahar
3	Govt. College Nahan	Govt. College Sarahan
		Govt. College Haripurdhar
		Govt. College Sangrah
		Govt. College Nohradhar
		Govt. College Dadahu
		Govt.. Skt. College, Nahan
4	Govt. College Paonta Sahib	Govt. College Shillai
		Govt. College Kaffota
		Govt. College Bharali (Anjbhoj )
		Govt. College Ronhat

5	<b>Rajiv Gandhi Government College Chaura Maidan,</b>	<b>RKMV, Shimla</b>
		<b>JLNGDC of Arts.</b>
		<b>Govt. College Dhami at 16 Mile</b>
		<b>Govt. College Darlaghat</b>
		<b>Govt. Skt. College, Phagli Shimla</b>
6	<b>Govt. College Sanjauli</b>	<b>Govt. College Theog</b>
		<b>Govt. College Chopal</b>
		<b>Govt. College Nerwa</b>
		<b>Govt. Skt. College, Kiartoo</b>
		<b>Govt. Skt. College, Sarain</b>
7	<b>St Bedes College Shimla</b>	<b>Govt. College Sunni</b>
		<b>Govt. College Chailkoti</b>
		<b>Govt. College Kupvi</b>
		<b>Govt. Skt. College, Tungesh</b>
8	<b>Govt. College Seema</b>	<b>Govt. College Sarswatinagar</b>
		<b>Govt. College Tikkar</b>
		<b>DAV College Kotkhai</b>
9	<b>Govt. College Rampur-Bushehar</b>	<b>Govt. College Nankhari</b>
		<b>Govt. College Anni at Haripur</b>
		<b>Govt. College Nirmand</b>

		Govt. College Sihunta
14	Govt. College Dehri	Govt. College Indora
		Govt. College Nurpur
		Govt. College Chowari
		Govt. College Jawali
		Govt. College Sugh-Bhatoli
		Govt. College Rey
15	Govt. College Palampur	Govt. College Baijnath
		Govt. College Thural
		Govt. College Naura
		Govt. College Shivnagar
		Govt. College Jaisinghpur
16	Govt. College N/ Bagwan	Govt. College Matour
		Govt. College Takipur
		Govt. College Baroh
		Govt. College Khundian
17	Govt. College Dhaliara	Govt. College Nagrota Surian
		Govt. College Haripur Guler
		Govt. College Kotla Behad
		Govt. College Dehra
		Govt. College Dadasiba

18	<b>Govt. College Nadaun</b>	<b>Govt. College Rakkar</b>
		<b>Govt. College Majheen</b>
		<b>Govt. College Jawala Ji</b>
19	<b>Govt. College Una</b>	<b>Govt. College Amb</b>
		<b>Govt. College Beetan</b>
		<b>Govt. College D/ chowk</b>
		<b>Govt. College Bangana</b>
		<b>Govt. College Chowki Manyar</b>
		<b>Govt. College Khad</b>
		<b>Govt. College Haroli</b>
		<b>Govt. College Chintpurni</b>
		<b>SVSD PG college Bhatoli, Una</b>
		<b>Govt. College Basdehra</b>
		<b>Govt. College Kotla Khurd(G)</b>
20	<b>Govt. College Mandi</b>	<b>MLSM Sundernagar</b>
		<b>Govt. College Rewalsar</b>
		<b>Govt. College Lambathach</b>
		<b>Govt. College Karsog</b>
		<b>Govt. College Nihri</b>
		<b>Govt. College Bassa</b>
		<b>Govt. College Chhatri</b>
		<b>Govt. College Kotli</b>

		Govt. College Dehar
		Govt. College Thachi
		Govt. College Panarsa
		Govt. Skt. College, Sunder Nagar
21	Govt. College Jogindernagar	Govt. College Padhar
		Govt. College Multhan
		Govt. College Ladbharol
22	Sarkaghat	Govt. College Baldwara
		Govt. College Dharampur
		Govt. College Sandhole
23	Govt. College Chamba	Govt. College Bharmour
		Govt. College Pangi
		Govt. College Salooni
		Govt. College Tissa
		Govt. College Bhalei
		Govt. College Lyh Kothi
		Govt. College Telka
		Govt. Skt. College, Chamba
		Govt. College Banikhet

(Annexure "E")

**Detail of Cluster Colleges for physically verification of prescribed Assessment Proforma of another Cluster Colleges:-**

<b>Cluster Colleges for Physically verification</b>	<b>To be physically verified by</b>
Sr. No. 1	Sr.No.3
Sr. No. 3	Sr. No. 4
Sr. No. 2	Sr. No. 1
Sr. No. 4	Sr. No. 2
Sr. No. 9	Sr. No. 6
Sr. No. 8	Sr. No. 9
Sr. No. 5	Sr. No. 7
Sr. No. 6	Sr. No. 5
Sr. No. 7	Sr. No. 8
Sr. No. 10	Sr. No. 21
Sr. No. 20	Sr. No. 10
Sr. No. 21	Sr. No. 22
Sr. No. 22	Sr. No. 20
Sr. No. 11	Sr. No. 12
Sr. No. 12	Sr. No. 19
Sr. No. 19	Sr. No. 11
Sr. No. 13	Sr. No. 15
Sr. No. 14	Sr. No. 23
Sr. No. 23	Sr. No. 13
Sr. No. 16	Sr. No. 17
Sr. No. 17	Sr. No. 18
Sr. No. 18	Sr. No. 16
Sr. No. 15	Sr. No. 14