

EDN-HE(14)-10/2008-PMIS-Vol-II
Directorate of Higher Education
Himachal Pradesh

Dated

Shimla-171001

the

January, 2025

15 JAN 2025

To

All the Principals
Govt. Degree Colleges / Govt. Sanskrit College
GCTE Dharamshala/SCERT Solan
Himachal Pradesh

**Subject: Regarding updation of e-service books of Govt. Employees on Manav
Sampada Portal.**

In reference to the subject mentioned above, you are hereby directed to ensure that e-service books of all employees in your institution / establishment are updated on the PMIS Portal as of 31.12.2024. This includes details of transfers, relieving, promotions, joining, leave sanctioned, periodic increments, LPC, pay fixation/revision, and other relevant details.

A completion certificate regarding updation of all the service books (both physical as well as e-services books) must be submitted on or before 31.01.2025. Failure to comply with the ibid directions may entail action against the defaulters.

Treat it most urgent.



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

Endst. No. even

Dated:

Shimla

January, 2025

Copy for information to:

1. The Branch Officer College Branch Directorate of Higher Education Shimla-1
2. The Branch Officer ACR Branch Directorate of Higher Education Shimla-1
3. Guard File.



Director Higher Education
Himachal Pradesh, Shimla-1