

**Most Urgent**  
**Time Bound**

No. EDN-H (8JLA/SLA/2019  
Directorate of Higher Education  
Himachal Pradesh.  
Email: dhe-sml-hp@gmail.com  
Phone No.0177-2653120, 2653575, Ext.221 fax: 0177-2812882.

Dated Shimla the, 10<sup>th</sup> December, 2020.

To

All the College Principals of  
Himachal Pradesh.

Subject: -- Regarding submission of Performa for future promotion as SLA as per Seniority list of JLA (promoted June 2017).

You are directed to send the information as per prescribed Performa enclosed herewith for promotion from JLAs to SLAs under your control within two days from the receipt of this letter, which is essentially required for the purpose. The Department will not be responsible for the delay of the promotion due to not received the information well in time.

In case the concerned is transferred to other station, the previous institute will inform personally to the concerned for the above same reason.

**This may be given personal attention.**

*Advt.* Director of Higher Education  
Himachal Pradesh.  
10<sup>th</sup> December, 2020

Endst. No. Even dated Shimla-171001

Copy forwarded for information & necessary action to:-

- 1 The PS the Director of Higher Education, Himachal Pradesh, Shimla-I.
- 2 Joint Director of Hr. Education (Colleges) Himachal Pradesh.
- ✓ 3 The T.O/I.T. In charge, Directorate of Higher Education, HP to circulated the above seniority list on the Internet/downloaded to the Education Department website www.
- 4 Guard file.

*Advt.* Director of Higher Education,  
Himachal Pradesh.

**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 14are 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