Most Urgent
Vidhan Sabha Matter

No. EDN-H(1)D(7)1/2024 (Vidhan Sabha)
Directorate of Higher Education
Himachal Pradesh

शिक्षा निदेशालय उच्चतर हि0प्र0

07 NOV 2025

To

1. All the Principals, Govt. Colleges in HP.
2. All the Deputy Directors of Higher Education in HP.

Dated: Shimla-171001, the 07, November, 2025 शिमला–1

Subject: - **Regarding 10th Session of Fourteenth Vidhan Sabha (Winter Session), commencing w.e.f. 26.11.2025 to 05.12.2025.**

Memo:

As you are aware that according to the program, 10th Session of Fourteenth Vidhan Sabha (Winter Session) is scheduled to be held w.e.f. 26.11.2025 to 05.12.2025. As usual, we shall be having a large number of Assembly Questions and other Assembly Business in the shape of Calling Attentions, Short Notice Questions and matters raised under various rules. All this business is to be disposed of at a very short notice at all levels in the Administration on TOP PRIORITY/ Out Today basis.

The urgency of disposal of Assembly Business at top-priority level has also been emphasized in the past. It should be our endeavor to ensure that every step is taken to convey information at top-priority and where ever it is not possible the material being lengthy, the same may be sent through the special messenger or e-mail (dhe-sml-hp@gov.in). Your presence in the Head Quarters is a must and it should be ensured that you remain present at H.Q throughout the Vidhan Sabha session. Not only your presence, but the staff working under your control should not be allowed to proceed on any kind of leave/tour **w.e.f. 13 November 2025** till the end of Vidhan Sabha Session as notices of Assembly Questions are being received and any kind of leave/tours sanctioned by any officer on or after **17 November 2025** may be treated as cancelled. In case of emergency, a link officer/official shall be responsible for that seat and leave/ tour will be sanctioned by the Director Higher Education. It is also desired that at least two senior officials of your institutions/office who may be in a position to supply information required in connection with Assembly Business should be available in your office (i.e. Deputy Director offices and Directorate also) office landline telephone and personal mobile phones are not switched off in the working days/holidays during current Vidhan Sabha session till the questions are not got approved. However all the officials will dispose of the Business during the office hours and even they can be put on duty after office hours and on holidays as per administrative exigency.

All the Branch Officers/Superintendents as well as Deputy Directors of field offices will ensure that all concerned officials are available during the session to avoid any awkward situation. The branch Superintendent and one dealing Assistant (Only senior most Official/Dealing Assistant of concerned seat) be put on Assembly duty before & after

office hours (in the morning 08:00 AM and in the evening up to 08:00 PM) / holidays who are well conversant with their branch.

The officials so put on duty shall also attend office on Sunday and holidays as per administrative requirement on a short notice by Liaison Officer for providing information, which may be required by the Directorate and concerned Superintendents to ensure the presence of the concerned officials accordingly. However, compensatory leave in lieu of working hours will only be allowed with the prior approval of competent authority and it should be duly verified by the Vidhan Sabha Co-coordinator and Dealing with Biomertic machine. (Attendance of Bio-Metric machine may also be kept in view for the purpose) In the case of field offices concerned Head of Institution is competent to sanction compensatory leave under the Rules as per the duties performed by the officials.

Providing incomplete or false information shall invite disciplinary action.

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

Endst. No. Even Dated : Shimla-171001 the, 07, **November, 2025**

Copy forwarded for information and necessary action to:-

1. The Secretary (Education) to the Government of Himachal Pradesh Shimla-2.
2. All Branch Officers/Superintendents, Directorate of Higher Education Himachal Pradesh.
3. The Group Commander, NCC Group Head Quarters, Shimla-4 (HP).
4. Chief Librarian, Central State Library-Solan Himachal Pradesh.
5. Superintendent, IT Cell, with the directions to upload the same on the departmental website.
6. Guard file.

शिक्षा निदेशालय उच्चतर हि0प्र0
07 NOV 2025
शिमला–1

Director Higher Education
Himachal Pradesh Shimla-1
e-mail: dhe-sml-hp@gov.in
Tel. No. 0177-2656621