

Personal Attention

NO: - EDN (E-V) /2022/- 1152
Office of the Deputy Director of Hr. Education
Una District Una (HP) PH: 01975-223850
Dated: - 08-7-22 Una -174303



To

All the Heads
GSSS/GHS, Una
Distt. Una (HP)

Subject:-

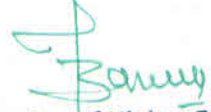
Regarding submitting ACRs timely and filling properly.

Memo,

In Compliance with the Director of Higher Education HP Shimla office letter No EDN-H(23)1-3/2012-13 dated 6th July 2022 (Photo copy attached), You are directed to fill up the ACRs in a proper manner and integrity should be filled in accordance with (यह स्तंभ गृह मंत्रालय के कार्यालय ज्ञापन संख्या 51/4/64 स्थापना (क) दिनांक 21 जुन 1966 में दिए गए अनुदेशों के अनुसार भरा जाना चाहिए)1

Any improper or non appropriate entries in ACRs, you will be held responsible for that .In future ACRs should be reached to the undersigned well in time as per time schedule i.e. 20.08.2022.


Treat it as most serious .


Deputy Director of Higher Education,
Una District Una (HP).

Endst. No: Even

Copy to:

The Director of Higher Education HP Shimla w.r.t. his good Office letter No above for information please.


Deputy Director of Higher Education,
Una District Una (HP).

No. EDN-H (23)1-3/2012-13
Directorate of Higher Education,
Himachal Pradesh, Shimla-171001

Dated: Shimla-171001 the July, 2022

To

1. All the Principals Govt. Colleges/Sanskrit Colleges, H.P.
2. All the Deputy Directors of Higher Education, H.P.

Sub:- Reg. Submitting ACRs timely and filling properly.

Memo

It has come to the notice of undersigned that some employees of the Department of Higher Education are neither submitting their ACRs timely nor are also filling properly. Many a times some employees take the issue of ACR very casually and non seriously. Reporting and reviewing officers are also very casual sometimes about their part with respect to ACRs. Sometimes many points/ columns/parts are not filled and kept blank. Many a times overall assessment part is kept blank by reporting officer. Non seriousness is generally seen about filling and submitting the ACRs. It is also observed that reporting officers/controlling officers sometimes do not verify the facts/figures/results/contributions mentioned in the ACRs by employees.

In this regard, all the concerned are hereby directed/advised to take the issues of ACR filling/submitting/reporting/reviewing very seriously and with utmost care. ACRs should be submitted, reported, reviewed well in time as per time schedule. Lackadaisical approach in this regard shall not be tolerated at all and action as per norms/rules shall be taken against the defaulters.

You are further directed to instruct and sensitise all the government employees under your control about the issues related to ACRs. You personally should see the matter related to ACR issues so that in future there is no lackadaisical approach in this regard and ACRs are properly & timely reported, reviewed and submitted.

This May be treated as most urgent.


Directorate of Hr. Education
Himachal Pradesh.

Endst. No Even Dated Shimla, the July, 2022

Copy forward for necessary action to:-

1. Technical officer for uploading for the website please.
2. Guard file.


Directorate of Hr. Education
Himachal Pradesh.

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06 JUL 2022

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Blame
07/07/2022

Concerned branch
proper letter to all
schools.

DDHE
BIO
21/7/22