

No.EDN-U(E-II)Sty Matric Class IV/2019-
Office of the,
Deputy Director of Higher Education
Una, District Una (HP).

13147



Dated : Una-174303

To

1. All the Principals/Headmasters of GSSS/GHS in Una district.
2. The Principal, GC Amb, Una, Daulatpur, Beetan & Bangana, Khad & Chaukimanar, Chintpurni Haroli Distt Una
3. The Commanding officer NCC Una
4. The Distt Librarian Una.

Subject: -

Regarding preparation of seniority list of Matric Pass class IV for promotion to the post of Lab attendants.

Memo:

It is intimated that seniority list of matric pass class IV working in educational institutions of this Distt. Will be prepared by this office for the promotion to the post of Laboratory attendants. You are therefore, requested to send the particulars of those matric class IV who have completed five year regular service & who are desirous to promote as Laboratory attendants on the following prescribed proforma along with his/her option for promotion as L.A & work and conduct of the concerned class IV for the last three years so that seniority of matric pass class IV could be prepared accordingly.

| S. N | Name of Class IV & place of posting | DOB | DOA as class IV | Date of passing Matric (Enclose attested copy) | Category (Sc/ST/OBC PHC) enclose copy) | Is he/she willing for promotion As LA enclose option | Work and conduct for last three years | remark |
|------|-------------------------------------|-----|-----------------|--|--|--|---------------------------------------|--------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| | | | | | | | | |

The above information may be sent to this office within fifteen days positively.

Deputy Director of Hr Education,
Una, Distt Una (HP)

Endst. No. even dated even

Copy to the following for information and necessary action:

1. The Dy. Director of Elementary education Una
2. The Principal DIET Una at Dehlan Distt Una (HP)

Deputy Director of Hr Education,
Una, Distt Una (HP)