

No: EDN-U(Stat)ND/2012/ -1546 /  
Email: ddhe-una-hp@gov.in Phone No. 01975 223850  
Website: <http://ddheuna.in/>  
Office of the Dy Director of Higher Education,  
Una District Una (HP)

To Dated Una-174303, the 15-9-2020

All the Heads of  
Govt./Non-Govt. Sr. Sec./High schools  
of Una District (HP)

**Subject:-** **Collection of classwise Enrolment & Teaching staff for the year 2020-21 as it stood on 30<sup>th</sup> September, 2020.**


Memo:

As you are aware that the information of class-wise enrolment of enrolled students and that of teaching staff for the year 2020-21 as it stood on 30<sup>th</sup> September, 2020 has become due from all the Educational institutions which are functioning in the District.

Last time, it was observed that there was a lot of difference in the classwise enrolment which was submitted by some of the heads to this office and DIET. The actual data may be supplied to avoid any awkward situation.


You are directed to submit the above said information (**only your school not included complex middle schools**) for the year 2020-21 as it stood on 30<sup>th</sup> September, 2020 (**As per attendance register of the classwise students and teaching staff of Sept. 2020**) on the enclosed proforma to this office on or before **09-10-2020 positively**. This proforma is also available in this office website: <http://ddheuna.in/>.

This may please be treated as Most Urgent.

  
Dy Director of Higher Education  
Una District Una (HP)  
Dated Even

Endst. No: Even  
Copy to:

1. The Director of Higher Education, HP Shimla for information please.

  
Dy Director of Higher Education  
Una District Una (HP)

**Information of Enrolment and Teaching staff as it stood on 30-9-2020**

School Name : \_\_\_\_\_ Phone No: \_\_\_\_\_ Pincode No: \_\_\_\_\_

Name of Principal Sh./Smt. \_\_\_\_\_ Mob. No. \_\_\_\_\_

Name of Revenue Village: \_\_\_\_\_ Panchayat \_\_\_\_\_ Tehsil: \_\_\_\_\_

Edu. Block: \_\_\_\_\_ CD Block \_\_\_\_\_ Constituency: \_\_\_\_\_ Rural/Urban \_\_\_\_\_

Year of Upgradation of Middle Sch: \_\_\_\_\_ High Sch: \_\_\_\_\_ Sr Sec Sch: \_\_\_\_\_

Email Id: \_\_\_\_\_

Classes	Enrolment										Minority Enrolment							
	ALL			SC		ST		OBC		Muslim			Sikhs		Jain		Charis.	
	B	G	T	B	G	B	G	B	G	B	G	T	B	G	B	G	B	G
6th																		
7th																		
8th																		
9th																		
10th																		
Tot (6-10)																		
11th Arts																		
Science																		
Commerce																		
Tot (11th)																		
12th Arts																		
Science																		
Commerce																		
Tot (12th)																		
GT (6-12)																		
Classes	Repeater										Disabled students							
	ALL			SC		ST		OBC		ALL			SC		ST		OBC	
	B	G	T	B	G	B	G	B	G	B	G	T	B	G	B	G	B	G
9th																		
10th																		
11th																		
12th																		
Total																		

### Teaching staff as it stood on 30.9.2020

SN	Designation	Sacti oned Post	All			SC			ST			OBC			Regu./Contract/ SMC and other (pl. specify)
			M	F	T	M	F	T	M	F	T	M	F	T	
<b>A Teaching Staff:</b>															
1	Principal														
2	Headmaster														
	<b>Lect/PGT</b>														
1	English														
2	Hindi														
3	Pol Science														
4	History														
5	IP														
6	Eco														
7	Math														
8	Phy														
9	Chem														
10	BIO														
11	Comm														
12															
13															
14															
15															
16															
17															
18															
14	DPE														
15	TGT(A)														
16	TGT(NM)														
17	TGT(M)														
18	OT														
19	LT														
20	DM														
21	PET														
22															
23															
24															
25															
26															
27															
	<b>Total</b>														

Date: \_\_\_\_\_  
Place: \_\_\_\_\_

Signature of Head of Institution  
With Office Stamp