

EDN-HE(14)-10/2008-PMIS-Vol-II
Directorate of Higher Education
Himachal Pradesh

Dated Shimla-171001 the 15 January, 2025


To
All the Dy. Directors of Hr. Education
Himachal Pradesh

**Subject: Regarding updation of e-service books of Govt. Employees on Manav
Sampada Portal.**

In reference to the subject mentioned above, you are hereby directed to ensure that e-service books of all employees in your district / establishment are updated on the PMIS Portal as of 31.12.2024. This includes details of transfers, relieving, promotions, joining, leave sanctioned, periodic increments, LPC, pay fixation/revision, and other relevant details.

A completion certificate regarding updation of all the service books (both physical as well as e-services books) must be submitted on or before 31.01.2025. Failure to comply with the ibid directions may entail action against the defaulters.


Treat it most urgent.


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

Endst.No.:- EDN-U(IT)PMIS /2022- 3139 * Dated :- 16/01/2025
O/o Dy. Director Higher Education
Una Distt. Una

Copy Forwarded to:-

✓ All the Principals/ Headmasters (DDO)GSSS/GHS of Distt. Una are hereby required for necessary compliance and submit PMIS update completion certificate (which is generated from PMIS Portal) to this office on or before 31st January, 2025 positively so that consolidate report could be submit to DHE Shimla.


SR. Navesh Kumar
Nodal officer for
T/1/9
Below
DDHE.


Deputy Director of Higher Education,
Una Distt. Una