

No. EDN-H(19)B(1)-8/2012-Cont-Regl. ①

Directorate of Higher Education
Himachal Pradesh Shimla-1

To

All the Deputy Director,
Higher Education in District
Himachal Pradesh.

Dated. Shimla-171001 the 27th March, 2019

Subject: Regularization of contract appointees in the Government Departments-
Instructions thereof.

Sr.

This is in reference to the Additional Chief Secretary (Personal) to the Govt. of Himachal Pradesh office letter No. PER(AP)C-B(2)-1/2019 dated 21.02.2019 on the subject cited above.

In this regard, you are hereby directed to collect information of contractual lectures/PGT who have completed three years of continuous services as on 31.3.2019 on the proforma "A" excluding PTA (GIA) taken over on contract from the Principal of Senior Secondary Schools under your control. Thereafter information may be compiled on proforma "B" in consolidated manner in the office of Deputy Director concerned and same be sent to this Directorate before 22.04.2019 positively along with appointment order and work and conduct certificate. In case, there is no eligible candidate in your District, NIL report may be sent to this Directorate.

Director Higher Education
Himachal Pradesh Shimla-1

Enclst. No. EDN-U(E-7) Cont-Regl./-11524 Dated 1.28⁰³/₁₉
office of the Dy. Director of H. & Edn.

Una Distt Una H.P.

Copy to:- All the Heads of Concerned GSSS Distt Una

for information & directed to send the Enclosed Proforma along with work & Conduct Certificate of the Contractual Lects/PGT those who are going to complete 3 years service as on 31/03/2019 to this office with in ten days positively.

Deputy Director of Higher Education
Una District Una (H.P.)

**SUBMISSION OF PARTICULARS IN R/O CONTRACT LECTURER (SCHOOL) FOR
REGULARIZATION AS PGT AFTER COMPLETION OF 3 YEARS SERVICE AS ON**

31.03.2019

1.	Name of Contract Lecturer/PGT					
2.	Subject					
3.	Father's Name					
4.	Address of Present place of posting with contact No		Phone No with STD code or Mob. No of Principal			
5.	Name of institution where initially joined. Also mention Distt., Mob. No./ phone No. of the institution		Phone No with STD code or Mob. No. of Principal			
6.	Permanent Address of candidate (Mob. No mandatory)		Mob. No of teacher			
7.	Date of Birth		Male/Female			
8.	Date of joining		Appointment order No & date			
9.	Category (Gen/SC/ST/OBC)					
10.	Detail of un-authorized absence period, if any till 31.03.2019 for which salary not drawn:					
	From (Date)	To (Date)	No of days	Reason of un-authorized absence		
11.	Total length of service as on 31.03.2019 after excluding the period as mentioned in column No 10					
12.	Educational Qualification:-					
	Qualification	Name of Uni./Board	Year of Passing	Total Marks	Marks Obtained	Percentage
	Matric					
	10+2					
	BA/BSc/B.Com					
	MA/MSc/M.Com					
	B.Ed.					

Signature of Contract lecturer
(Name.....)

1. It is certified that Sh/ Smt/Miss..... is working as contract Lecturer/PGT in.....subject who was initially appointed as such vide Directorate of Hr Education order No.....dated..... at serial number
2. His/her work and conduct isduring the last year (attach copy).
3. Certified that the information as mentioned above is correct as per the school/relevant record.

Date:.....

Signature of Principal/DDO (official seal)

(Name of signing officer.....)

Check list for Principal/DDO to ensure before sending the case from institution:-

1. Whether all columns have been filled correctly. Don't make any alteration in the above Proforma.
2. Whether Mobile No./phone No in r/o teacher and institution is mentioned.
3. Whether work and conduct certificate has been attached.

For office use only (at Directorate level):

Remarks of Screening committee if any :.....

Whether Recommended for regularization or Not:

If Not mention the reason

Signature of Member

Signature of Member

Signature Convener