

No-EDN-U-(E-7)/ACRs/- 1107
Office of the, Deputy Director Higher Education,
Una District Una (HP).
Dated:- 15-09-21

To

**All the Principals
GSSS Una District Una (HP).**

Subject:- Submission of ACRs of Lecturers/DPEs for the year 2020-21
ALPHBETICALLY.

Memo,


You are directed to submit the ACRs of the Lecturers/DPE under your control **alphabetically only**. The Suitable entries like Mobile No, Seniority No.(as PGT) & Dossier(if available), PMIS Code No. must be mentioned at the Top on each ACR of the Concerned Official and as well as on forwarding Letter .The ACRs will not be accepted without forwarding letter . Any laxity at your end will be viewed seriously.

SN	School Name	Name of the Official & Designation	Date of Birth	Date of Appointment	Seniority No (as PGT)	Dossier No if any	PMIS Code	Mob No
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You are once again directed to supply the ACRs of the regular Lects/PGTs/DPEs of your school **ALPHBETICALLY ONLY** along with above mentioned PERFORMA to this office on 30-09-21 positively.

Completion Certificate for Teaching Staff to be attached by Principal

It is certified that the ACRs for the Year 2020-21 No.____ of Lecturers (SN)/DPEs of Teaching Staff posted in this School have been completed in all manner and further has been submitted to the Deputy Director of Higher Education H.P for further necessary action. It is also submitted that there is no pending ACRs as stated above till dated.


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

Note:- The Heads of the GSSS/GHS in Una District are also directed to submit their own ACRs separately , complete in all respect.