

E. H. Chahal
with the file.
14/11/19

No. EDN-H-(Ele)(Inspection) All DDEE/2019-20-
Directorate of Elementary Education,
Himachal Pradesh, Shimla-171001

Dated Shimla-171001 the

December, 2019

To

All the Deputy Director, Kangra
Elementary Education,
Himachal Pradesh.

प्रारम्भिक शिक्षा निदेशालय (हि.प्र.)
11 DEC 2019
शिमला-1

NDYD
16/12

Subject:-

Instruction regarding proceeding on Leave/Tour.

Memo,

During the surprise visit of the officials of inspection cadre, some of the teachers are reported to be absent. On explanation these teachers produce medical certificate issued by private clinics.

In this regard, it is informed that the teachers must get their leave sanctioned before proceeding on leave. In case of an emergency, the next higher authority must be informed before proceeding on leave. A medical certificate from a Govt. dispensary/hospital must be produced in case of leave on medical grounds. The medical certificate from private clinic is not considered valid.

Similarly, the CHTs/HTs must inform their higher authority i.e. BEEOs before proceeding on tour/visit to their complex schools. Proper orders in the order book must be written in case of proceeding on duty.

You are therefore, requested to issue these directions to all the BEEOs to circulate them in all the schools for adhering to the instructions strictly.

TREAT IT AS MOST URGENT.

2358
17/12/19

Kangra 17/12/19

Joint Director (S),
Directorate of Elementary Education,
Himachal Pradesh, Shimla-171001

Endst. No.:- Even, Dated Shimla-I the, December, 2019

Copy to:-

1. Worthy Director of Higher Education HP Shimla for information w. r. t. letter No. referred above.
2. Guard File.

Joint Director (S),
Directorate of Elementary Education,
Himachal Pradesh, Shimla-171001

o/o the Deputy Director of Ele. Edu.
Kangra at D/sala
-8275

No-EDN-KRR (E-4) Instruction Dated 10-1-2020

Copy to:-

1. All the BEEOs District Kangra for information and necessary action: You are directed to inform all CHT under your control/block

Joint Director of Ele. Edu
Kangra at D/sala
Distt Kangra HP 17001