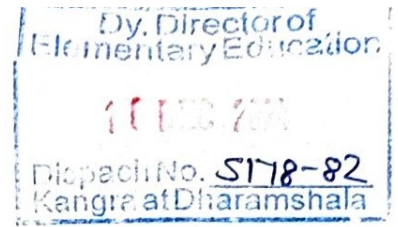


No.EDN-KGR-(E-II)-C&V Apptt./W.Ex.SM/contract-2024  
O/O the Dy. Director of Elementary Education  
Kangra at Dharamshala  
email:ddee.ele.kangra@gmail.com  
Dated:-Dharamshala



Dec. 2024

### OFFICE ORDER

Consequent upon the selection in the interview held in this office, in July 2024, following ward of Ex-servicemen candidates are hereby appointed as Language Teachers in order of their respective merit purely on contract basis on the fixed salary equal to 60% of the first cell of the applicable level of the pay matrix of the corresponding cadre of employees, appointed/ working on regular basis. The appointees are directed to report for duties in the respective schools of their posting, as shown against their names within in the prescribed time, subject to the acceptance and fulfilment of the following specific terms and conditions in addition to the usual terms and conditions of appointment annexed as annexure-A.

1 Since the appointment is being given purely on the contract basis the appointee will have to execute a bond on the judicial paper with the Principal/Headmaster concerned school where She/he posted, that He/She has carefully gone through the conditions of the contract appointment and the conditions imposed are acceptable to him. The joining report will be accepted only after the execution of the requisite bond between head of the institution and the appointee.

2 It will be the personal responsibility of the candidate/individual to inform this office on the proforma enclosed duly countersigned by the concerned Principal/Headmaster of their school that He/She has joined the place of his /her appointment on or before schedule period, failing which his /her appointment shall stand withdrawn on the expiry of stipulated date and time and he/she will be debarred from appointment.


3 That the educational and professional qualification possessed by the candidate will be the same as prescribed be the Department for the post of Language Teacher. The head of the school will also insure that the educational and professional qualification possessed by the candidate is from a recognized university, before the joining report is accepted. Necessary verification to this effect is to be made by the head of concerned school at the time of his/her joining. Duly attested copies of certificates awarded to the candidates by the recognized Universities/ Board be kept in the office records.

4 That each candidate being offered appointment as Language Teacher will have to ensure that he/she has acquired complete knowledge of the latest CCS/CCA conduct rules with in a fortnight of the date of joining duties and will submit an undertaking to this effect in witting to his/her head office /school.

5 He/She is being posted in non-sub cadre area temporarily due to non availability of vacancy in sub cadre area. He/she is to serve in sub cadre area and when vacancies arises in this area if those specific as well as usual term and conditions are acceptable to the candidates he/she will report for duty at the institution of his/her posting within ten days from the date of issue of these orders along with documents required to be produced as per terms of this order and will execute the requisite bound of contract failing which the offer of appointment shall automatically stand cancelled and the candidate will have no right to claim it.

Sr. No.	Name & Address of candidate's Sh. & Smt.	D.O.B.	Registration No.	Category	Place of posting
1	Daljit Singh S/O Sarup singh Village Kasba P.O. Kasba Jagir Tehsil-Dadasiba, Distt Kangra-177106	19.06.1979	150828370211 Kasba Kotla	Gen-WEXM	GHS Sanda
2	Shaila Dogra D/O B.L Dogra Ward No. 5 H.No. 1556 Mission Road P.O. Kangra Tehsil Kangra Distt. Kangra 176001	24.04.1976	20062541007 Kangra	Gen-WEXM	GSSS Nandrool
3	Rajnee Kanta D/O Mangat Ram Village Bahana Kalan P.O Ghallaur Tehsil Jawalmukhi Distt Kangra 176066	15.01.1978	20120415832 Jawalamukhi	Gen-WEXM	GHS Bhatal Khurd
4	Asha Devi D/O Bhawani Singh W/O Rajiv Katoch ,Village Anu Kalan Ward No. 4 P.O. Tehsil & Distt Hamirpur 177001	05.02.1973	20070837853 Hamirpur	Gen-WEXM	GSSS Silh
5	Reenu Devi D/O Mangat Ram Village Dashmal P.O Baloh Sub Tehsil Lambloo Distt Hamirpur 177029	28.10.1980	20071426410 Hamirpur	Gen-WEXM	GSSS Ghoran
6	Banita D/O Gian Chand W/O Nagender Singh VPO Dhaned Tehsil, Distt Hamirpur 174505	12.06.1976	20120035910 Hamirpur	Gen-WEXM	GSSS Salehra
7	Sheetal Kumari D/O Shamsher Singh W/O Virender Patial , Village Chehri P.O. Badhaghat , Tehsil Ghumarwin ,Distt Bilaspur 174029	06.01.1982	20070551013 Ghumarwin	Gen-WEXM	GSSS Lahru
8	Kanta Devi D/O Lashkari Ram W/O Ashok Kumar Village Dodar , P.O. Rakhoh Tehsil Sarkaghat Distt Mandi 175042	28.12.1978	20110269730 Sarkaghat	Gen-WEXM	GSSS Bir
9	Neetu Kumari D/O Govind Singh Village Banda ,P.O. & Tehsil Rakkar Distt. Kangra -177043	02.04.1980	200714325 Dehra	Gen-WEXM	GSSS Dhawala
10	Savita Kumari D/O Late Ranjit Singh W/O Pardeep Kumar Dhiman Village Garh Khas P.O Malkher Tehsil Palampur Distt Kangra 176093	08.02.1976	200707834 Palampur	SC WEXM	GSSS Kiarban
11	Sheetal Kumari D/O Dev Raj Bhardwaj Village Jhullar P.O Shahpur Distt Kangra 176206	30.07.1980	20071846132 Dharamshala	SC WEXM	GSSS Darini
12	Amita Kumari D/O Deep Raj W/O Ravinder Singh Village Bhaloon P O Kharota Tehsil Jawali Distt Kangra 176023	16.01.1983	20730013034 Jawali	SC WEXM	GGSSS Jawali
13	Kumari Sunita Devi D/O Moti Ram Village Marhouta P.O. Chanhouta Sub Tehsil Holi Distt Chamba H.P. 176309	16.11.1979	200100031619 Bharmour	ST WEXM	GHS Yol Cantt.


14	Anita Kumari D/O Balwant Singh W/O Vill Pharnohal P.O Bari Tehsil & Distt Hamirpur H.P 177001	01-08.1989	20110120327 Hamirpur	ST WEXM	GSSS Aloh
15	Shalna D/O Roshan Lal W/O Nirdosh Kumar V.P.O Zamanabad Distt. Kangra- 176001	26.01.1982	20062808105 Dharamshala	OBC WEXM	GHS Jalot
16	Pushpa Devi D/O Rattan Chand W/O Anil Kumar Village Kutharli P.O Karour Tehsil Nadaun Distt Hamirpur- 173701	22.12.1975	20070789553 Nadaun	OBC WEXM	GHS Uttrapur u/c GSSS Jaisinghpur

  
 Dy. Director of Elementary Education  
 Kangra at Dharamshala

Endst. No. Even Dated: Dharamshala-176215 December 2024.

Copy for information and necessary action to:-

- 1 The Director of Elementary Education H.P. Shimla-1 for information please.
- 2 The Principal/Headmaster of the concerned schools with the directions that before accepting the joining reports of the candidates a bond on the judicial paper (in triplicate) is required to be executed between the head of the institution and the contract appointee as per specimen copy enclosed. Original copy of the bond will be retained in the office of the school, second copy is to be handed over to the appointee and third copy will be forwarded to this office along with joining report. Their joining will be incomplete if this office has not received aforesaid documents. The joining of appointee will be treated from the date of signing the bond.
- 3 The candidates concerned to download the order from the office website i.e. [www.ddeekangra.in](http://www.ddeekangra.in)
- 4 The Employment Exchange concerned.
- 5 The Chief Medical Officer Kangra at Dharamshala.

  
 Dy. Director of Elementary Education  
 Kangra at Dharamshala

## TERMS AND CONDITIONS OF CONTRACT APPOINTMENT(C&V)

- 1 The concerned candidates will have to produce the medical fitness certificate from the CMO/MO of Distt. concerned at the time of his/her joining.
- 2 The candidate concerned shall have to submit a declaration to the effect that if married, he/she has only one spouse living. The women candidate (s) will declare that she has not married a person having a living wife.
- 3 Concerned candidate shall have to produce attested copies of his/ her academic/ professional qualification/ domicile/ date of birth etc.
- 4 The concerned candidates shall have to produce a character certificate from any gazetted officer to whom he/she is known for the last 10 years.
- 5 Before taking joining original documents of concerned appointee be got verified by the authority concerned to avoid any doubt.
- 6 Concerned candidates shall furnish a declaration to the effect that the he/she is not a dismissed employee of any Govt. Semi Govt. / Deptt. /Organization.
- 7 Appointment may be terminated at any time by a month's notice on either side without assigning any reason.
- 8 The concerned candidate will have to make an oath of allegiance / faithfulness to the constitution of India.
- 9 The candidate (s) belonging to SC/ST/OBC etc. will furnish the parental certificate on the prescribed format issued by the competent authority.
- 10 His/ her retention in service is subject to his /her character and antecedents being found satisfactory. Which should be got verified by the concerned head of the school within the scheduled period of three months alongwith his /her qualification documents.
- 11 He/She will have to give in writing whether he/she was ever convicted by the criminal court and if so the particulars of the offence and punishment be stated. Failing to disclose the facts he /she will render himself/ herself to be removed from service without any notice as and when the factual facts comes to light .
- 12 The candidates concerned shall have to produce the certificate of his /her being a citizen of India and bonafide resident of this district.
- 13 **The academic and professional certificates of the candidate must be got verified from the concerned board/University by the DDO concerned, immediately after joining.**
- 14 In case the candidate belongs to IRDP/BPL family he /she shall have to produce a certificate to this effect from the concerned BDO of the Area.
- 15 In case of any of the certificate / information produced given by the candidate is found false /wrong , later on his/ her services will be terminated .
- 16 The appointee shall have to serve in the difficult area for a minimum period of five years.
- 17 In case any appointment made against PTA teacher, it will be in consistence with the PTA policy.

  
Dy. Director of Elementary Education  
Kangra at Dharmshala

## Annexure-B

Form of contract/agreement to be executed between the Language Teacher (Name of the post) and the Government of Himachal Pradesh through Director Elementary Education. (Designation of the Appointing Authority).

This agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ between Sh./Smt. \_\_\_\_\_ S/O Shri \_\_\_\_\_ R/O \_\_\_\_\_ Contract appointee ( hereinafter called the FIRST (Designation of the Appointing Authority)/ Head of the Institution i.e. Principal/Headmaster (here-in-after the SECOND PARTY). Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Language Teacher (Name of the Post) on contract basis on the following terms & conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Language Teacher (name of the post) for a period of 1 year commencing on day of \_\_\_\_\_ and ending on the day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both parties that the contract of the FIRST PARTY with SECOND PARTY shall ipso-facto stand terminated on the last working day i.e. on \_\_\_\_\_ and information/notice shall not be necessary.
2. The contractual amount of the FIRST PARTY will be Rs. 21360/- (i.e. equal to 60% (Sixty percent) of the first cell of the applicable level of the pay Matrix of the corresponding cadre.
3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory. In case the contract appointee is not satisfied with the termination orders issued by the Appointing, he/she may prefer an appeal before the appellate Authority who shall be higher in rank to the Appointing Authority, within a period of 45 days, from the date on which a copy of termination orders is delivered to him/ her.
4. Contract appointee will be entitled for one day casual leave after putting one month's service, 10 day's medical leave and 5 days special leave, in a calendar year. A female contract appointee with less than two surviving children may be granted maternity leave for 180 days. A female contract appointee shall also be entitled for maternity leave not exceeding 45 day' (irrespective of the number of surviving children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Government Medical Officer. A contract employee shall not be entitled for medical re-imburement and LTC etc. No leave of any other kind except above id admissible to the contract appointee. Un-availed casual leave, medical leave and special leave can be accumulated up to the calendar year and will not be carried forward for the next calendar year.
5. Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. However, in exceptional cases where the circumstances for unauthorized while considering his/her case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. Provided that he/she shall submit the certificate of illness/fitness issued by the Medical Officer, as per prevailing instructions of the Government. However, contract appointee shall not be entitled for contractual amount for the period of absence from duty.
6. An official appointment contract basis who has completed three years tenure at one place of posting will be eligible for transfer on need basis wherever required on administrative grounds.
7. Selected candidate will have to submit a certificate of his/her fitness issued by a Medical Board in the case of a Gazetted Government Medical Officer in the case of a Non-

Gazetted Government servant. In case of women candidates who are to be appointed against posts carrying hazardous nature of duties, and in case they have to complete a period of training as a condition of service, such woman candidate, who as a result of tests is found to be pregnant of twelve weeks' standing or more shall be declared temporarily unfit and her appointment shall be held in abeyance until the confinement is over. Such woman candidate be re-examined for medical fitness six weeks after the date of confinement, and if she is found fit on production of medical fitness certificate from the authority as specified above, she may be appointed to the post kept reserved for her.

8. Contract appointee will be entitled to TA/DA, if required, to go on tour in connection with his/ her official duties at the same rate as applicable to regular counter-part official.

9. The Employees Group Insurance Scheme as well as EPF/GPF will not be applicable to contractual appointee(s).

IN WITNESS the FIRST PARTY AND SECOND PARTY have herein to set their hands the day, month and year first, above written.

IN THE PRESENCE OF WITNESS:

1. \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

(Name and full Address)

(Signature of the FIRST PARTY)

2. \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

(Name and full Address)

IN THE PRESENCE OF WITNESS:

1. \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

(Name and full Address)

(Signature of the Second PARTY)

2. \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

(Name and full Address)