

No. EDN.KGR. E-IX-(C&V)contract/reg/2021
Office of the Dy. Director of Elementary Education
Kangra at Dharamshala
Dated : Dharamshala 176215

September, 2021

To


All the Principal/Head Master GSSS/GHS
Distt. Kangra. HP

**Subject: - Regarding regularization of C&V Teachers appointed on
Contract Basis information thereof.**

This is with reference to the additional Chief Secretary Personal to the Govt. of HP. Office letter NO. PER(AP)C-B(2)-1/2019, dated 30.03.2021 and Directorate of Elementary Education letter No. EDN-H(1)B(6)8/2021-Pro/Sen/Regu dated 08/09/2021 on the subject cited above. *for the*

In this regard you are directed to send the information as Proforma –“A” & “B” attached of the GSSS/GHS/GMS falling under your control in r/o those C&V Teachers who are going to complete 3 years Continuous Service on contract basis as on 30.09.2021 as per Proforma “A” & “B” to this office latest by 20.09.2021 positively along with required essential academic/professional qualification/Degree/Character Certificate/Work & Conduct Certificate/Three Years of continuous Service/Latest Medical Fitness Certificate/Bonafide Himachali/ category certificate, copy of appointment order. In case there are no eligible candidates nil report be sent to this office.

Encls: - Performa “A” & “B”


Dy. Director of Elementary Education
Kangra at Dharamshala.

**SUBMISSION OF PARTICULARS IN R/O CONTRACT C&V TEACHERS FOR REGUALRIZATION
AFTER COMPLETION OF 3 YEARS SERVICES AS ON 30-09-2021.**

1	Name of Contract C&V Teacher					
2	Subject/Designation					
3	Father's Name					
4	Address of Present place of posting with contract No.		Phone No with STD code or Mob.No. of Principal/Headmaster			
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/Headmaster			
6	Permanent Address of candidate Mobile No mandatory				Mob. No. of Teacher	
7	Date of Birth				Male/Female	
8	Date of Joining		Appointment order No. & date (Also attach the copy of same)			
9	Category (Gen/SC/ST/OBC/PHH etc.) Attach copy					
10	Detail of un-authorized absence period, if any till 30-09-2021 for which salary not drawn					
	From (Date)		To (Date)	No. of days	Reason of un-authorized absence	
11	Total length of service as on 30-09-2021 after excluding the period as mentioned in column No.10					
12	Educational Qualification (Please attach copy of relevant certificates):-					
	Qualification	Name of Uni/Board	Year of Passing	Total Marks	Marks obtained	Percentage
	Matric					
	10+2					
	Shastri/LT/A&CT/PET					
B.Ed						

Signature of Contract C&V Teacher
(Name)

1. It is certified that Sh/Smt./Miss.....is working as contract C&V Teacher insubject who was initially appointed as such vide Directorate of Elementary Education order No.....dated.....
(Copy Attached)
2. His /her work and conduct usduring the period w.e.f.till date.
3. Certified that separate character certificate of the above contract C&V Teacher is enclosed with the case.
4. 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/Headmaster 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 all the documents have been attached in order i.e. Appointment order, Academic qualification certificate Matric,10+2, Graduation, Professional Shastri, LT, A&CT. PET, Category certificate if any, character certificate.

For office use only (at Dy. 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 of Member

Signature of Chairman.

Proforma – "B"

Proforma for regularization of C&V Teachers those who have completed three years Service as on 31-03-2020.

Sr. No.	Name of the C&V Teachers Father's Name permanent home Address	IP No.	PMIS	Designation	Qualification	Name of the School presently posted	Date of Birth	Date of joining on 1st Apptt.	Name of School where joined on 1st Apptt.	Total Length of services as 31-03-2021 as per column No. 11 of proforma "A"	Category SC/ST/OBC/PHH/ etc.	Remarks
					Academic	Prof						

Certificate

Certified that all the certificates/documents have been checked and information supplied above is correct in all respect as per record.