

No. EDN.KGR.E-IX-(C&V) Contract/reg/2022
Office of the Dy. Director of elementary Education
Kangra at Dharamshala

6164

Dated: Dharamshala 176215

20 September 2022.

To

✓ All the Principal/Headmsters,
GSSS/GHS. Distt. Kangra
Himachal Pradesh.

Subject:

Regularization of contract appointee C&V Teachers who have completed 2 years
Services in Education Department as on 30.09 .2022

Sir,

Reference to the Government letter. No. PER(AP)C-B(2)-1/2014-V-II dated
28.03.2022 on the subject Cited above.

In this context you are hereby directed to provide the requisite information
alongwith supporting documents in r/o C&V Teachers of your institutions, who have completed 2 years
service on contract basis in Education Department as on 30.09.2022 on proforma given below latest by
23.09.2022. The requisite documents are academic and professional certificates/character certificate/work
and conduct certificate/two years continuous certificate/bonafide certificate/category certificate & copy of
appointment order on contract basis

Encls: Proforma "A" and "B"


Dy. Director of elementary Education
Kangra at Dharamshala

Proforma "A"

Submission of particulars in r/o Contract C&V Teacher for regularization after completion of two (2) years continuous service as on 30-09-2022

| | | | | | | |
|-----|--|---|-----------------|----------------------------------|----------------|------------|
| 1. | Name of Block | | | | | |
| 2. | Name of the Contract C&V Teacher | | | | | |
| 3. | Father's Name | | | | | |
| 4. | Address of present place of posting with contact No. | | | | | |
| 5. | Name of institution where initially joined | | | | | |
| 6. | Permanent Address of teacher | | | | | |
| 7. | Date of Birth | | | | | |
| 8. | Date of Joining | Male/ Female | | | | |
| | | Appointment order No. & date (also attach the copy of same) | | | | |
| 9. | Category (Gen./SC/ST/OBC/PHH/EXM etc.) photo copy be attached | | | | | |
| 10. | Detail of un-authorized absence period, if any till 30-09-2022 for which salary not drawn. | | | | | |
| | From (Date) | To (Date) | No. of days | Reason of un-authorized absence. | | |
| | | | | | | |
| 11. | Total length of service as on 30.09.2022 after excluding the period as mentioned in column 10. In case EOL on medical ground in that event medical certificate be also attached. | | | | | |
| 12. | Education qualification (Please attach copy of relevant certificate):- | | | | | |
| | Qualification | Name of Uni./Board | Year of passing | Total marks | Marks obtained | Percentage |
| | Matric | | | | | |
| | 10+2 | | | | | |
| | Shastri/LT/A&CT/PET | | | | | |
| | B.Ed | | | | | |
| | TET | | | | | |

Signature of Contract C&V Teacher

(Name.....)

1. It is certified that Sh/Smt/Miss. _____ is working as contract C&V Teacher in _____ subject who was initially appointed as such vide Directorate of Elementary Education Order No. _____ Dated _____ (Copy Attached).
2. His/ her work and conduct is _____ during 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, L.T, A&CT, PET, Category certificate if any, character certificate.

For office use only (at Directorate level):

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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 in r/o those contract C&V who are going to complete Two Years continuous service as on 30.09.2022

| Sr. No | Name of C&V Teachers | IP No. | PMIS | Designation | Qualification | | Name of school where presently posted | DOB | Name of school where joined on 1 st Apptt. | Total Length of service as 30.09.2022 | Catgory | Remarks |
|--------|----------------------|--------|------|-------------|---------------|-------|---------------------------------------|-----|---|---------------------------------------|---------|---------|
| | | | | | Academic | Prof. | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

Certificate

Certified that above information is correct in all respect as per record