

E-I  
182 04/11/23

No.EDN-H(19)B(1)-6/2010-Promotion  
Directorate of Higher Education  
Himachal Pradesh

02 NOV 2023  
November, 2023

Dated Shimla-171001

To

All the Deputy Director of Elementary/Higher Education in HP.  
All the Principal in Govt. Sen. Sec. School in HP.  
All the Head Master in Govt. High School in HP.

Subject:-

Regarding option/bio-data for promotion to the post of Lecturer(School New) by in-service TGTs for year, 2024.

Memo:

On the subject cited above, it is informed to all the concerned that department is going to fill up various posts of Lecturer(School-New) by way of promotion. Since there are two channel of promotion for TGT i.e. Head Master Cadre and Lecturer(School-New) cadre, therefore in the light of instructions issued by Department of Personnel Government of HP on dated 03.12.2014 (which is available on departmental website) a fresh cases are being called amongst eligible TGT's on Proforma-I (Mandatory for all eligible TGT willing for promotion in Lecturer(School-New) cadre) through proper channel duly verified and recommended by the Principal/Headmaster and Deputy Director Elementary Education concern. The claim of promotion on the basis of earlier submitted case will not be entertained. The Deputy Director of Elementary Education will further consolidate the panel information on Proforma -II at their level and will submit the same in consolidated manner to Director Elementary Education on or before 31.03.2023 alongwith all relevant documents. All the particulars of the panel will be verified by the Director Elementary Education being appointing authority of TGT on prescribed Proforma-II and accordingly final panel will be prepared at this Directorate level. Any correspondence or case directly forwarded to this Directorate will not be entertained. It is informed that once candidate is promoted as per the option exercised such candidate will neither be entitled for consideration for promotion in the other channel nor will be allowed to withdraw the option, so exercised option shall be treated as final and irrevocable for entire service career. It will be sole responsibility of an individual as well as Principal/ Headmaster concerned that the case may be sent only after availability of consolidated certificate of Master degree and provisional certificates may not be entertained in any case otherwise defaulter will be viewed seriously. The candidates claiming promotion in SC, ST and Specially able category may submit relevant certificate to justify their candidature. The candidates having master degree in more than one subject are directed to opt in one subject only otherwise department will be at liberty to consider candidature in any subject. The candidates having Master Degree in Public Administration will be considered in Political Science subject. The eligibility of five years regular service will be rankoned as on 31.12.2023 and mentioning of TGT final seniority number in proforma-I is mandatory, no case without TGT seniority number will be entertained.

3634  
04/11/23

The range of TGT seniority number fixed subject wise for panel 2023 is as under:-

| Category              | Subject  |  |   |  |
|-----------------------|--|--|---|--|
|                       | English, Hindi, History, Political Science                       | Biology  | Economics, Physics, Chemistry, Commerce, Geography, Music, Home Science, Sanskrit, Sociology, Mathematics | Computer Science   |
| General               | Upto TGT Sty.No. 18500   | 17500  | All eligible cases completed five years service as on 31.12.2023  | All eligible cases completed five years service as on 31.12.2023 and having experience of teaching of five years or more as Computer Teacher in Schools of HP. |
| SC                    | Upto TGT Sty.No. 18500   | 18000  |   |  |
| ST                    | All eligible cases completed five years service as on 31.12.2023 | All eligible cases completed five years service as on 31.12.2023 |   |  |
| Specially able person | All eligible cases completed five years service as on 31.12.2023 | All eligible cases completed five years service as on 31.12.2023 |   |  |

This letter is also available on Departmental website: [www.education.hp.gov.in](http://www.education.hp.gov.in)

Encls: Performa-I, II.

  
Director of Higher Education  
Himachal Pradesh

November, 2023

Endst. No. Even. Dated: Shimla-171001

Copy forwarded for information & necessary action to :-

1. The Director Elementary Education in Himachal Pradesh with the request to supply the panel on Proforma-II in consolidated manner please.
2. Guard File.

  
Director of Higher Education  
Himachal Pradesh

(PROFORMA-II for Lecturer (School-New) PANEL 2024)

| Name of TGT (As per service record) | Present School & Distt. | Post held TGT Arts Med./ Non. Med. | DOB | DOA( regular) as TGT | Final Seniority as TGT | PMIS code | Integrity | Subject in which promotion sought | Category i.e. Gen /SC/ST | Whether served difficult /tribal are a Yes or No. | If yes name of school with exact period of serving | Whether in service TGT is differently able if yes mention category (VI,HI,OH and Multiple disability and attach certificate of medical board/ competent authority | Contact Number | Name of University from where done Master Degree mention regular/ correspondence | Enclose Proforma-i with all documents in order to verify col 1-16 |
|-------------------------------------|-------------------------|------------------------------------|-----|----------------------|------------------------|-----------|-----------|-----------------------------------|--------------------------|---|--|---|----------------|--|---|
| 1                                   | 2                       | 3                                  | 4   | 5                    | 6                      | 7         | 8         | 9                                 | 10                       | 11  | 12   | 13  | 14             | 15   | 16  |
|                                     |                         |                                    |     |                      |                        |           |           |                                   |                          |   |  |   |                |  |   |

(The cases to be submitted by the Deputy Director Elementary concern to Director Elementary in consolidated manner only)

**Certified that:-**

1. All the particulars shown from Sr.No. 01-16 are true and correct hence verified.
2. The TGT Concerned has completed Probation period as TGT i.e. Five year regular service as TGT
3. The final TGT Seniority Number Shown in the case is verified.
4. All those TGTs who have obtained M.Sc. degree in practical subject through correspondence after 06.04.2010 were enrolled/admitted in the course prior to cut of date 06.04.2010.

Signature of Deputy Director Elementary Education

**PROFORMA - I (FOR LECTURER(SCHOOL-NEW) PANEL 2024)**

TO INCLUDE NAME IN TENTATIVE PANEL FOR PROMOTION TO THE POST OF LECTURER (SCHOOL-NEW) AMONGST IN SERVICE TGT'S HAVING MASTER DEGREE IN VARIOUS SUBJECTS  
 The Cases in duplicate to be submitted to the Deputy Director Elementary concerned as per following instructions:-  
 (It is informed that once candidate is promoted as per the option exercised such candidate will neither be entitled for consideration for promotion in the other channel nor will be allowed to withdraw the option, so exercised and his/her option shall be treated as final and irrevocable for entire service career.)

|  |  |                                 |                           |                         |             |                |            |                                  |
|--|--|---------------------------------|---------------------------|-------------------------|-------------|----------------|------------|----------------------------------|
| 1  | Name of TGT (As per service record) and Contact No   |                                 |                           | Contact No.             |             |                |            |                                  |
| 2  | Name of present school and district with telephone No.   |                                 |                           |                         |             |                |            |                                  |
| 3  | Post held (Designation i.e. TGT Arts/Medical/Non-Medical)  |                                 |                           |                         |             |                |            |                                  |
| 4  | Date of Birth  |                                 |                           |                         |             |                |            |                                  |
| 5  | Date of contract appointment as TGT  |                                 |                           |                         |             |                |            |                                  |
| 6  | Date of regularization/regular appointment/promotion   |                                 |                           |                         |             |                |            |                                  |
| 7  | Final Seniority No. As TGT mandatory   |                                 |                           |                         |             |                |            |                                  |
| 8  | PMIS No.   |                                 |                           |                         |             |                |            |                                  |
| 9  | Integrity cleared or not   |                                 |                           | Date of option          |             |                |            |                                  |
| 10   | Subject in which promotion sought as Lecturer (School-New) and date of option  |                                 |                           |                         |             |                |            |                                  |
| 11   | Category (Gen/SC/ST)   |                                 |                           |                         |             |                |            |                                  |
| 12   | Permanent Address  |                                 |                           |                         |             |                |            |                                  |
| 13   | Whether served difficult/ hard area Yes or No (if yes name of school with exact period)  |                                 |                           |                         |             |                |            |                                  |
| 14   | Permission obtained if qualification acquired during service, yes or no if yes enclose permission order copy/if no reason there of                             |                                 |                           |                         |             |                |            |                                  |
| 15   | Whether in service TGT is specially able if yes mention category (VI, HI, OH and Multiple disability) attach certificate of medical board/ competent authority |                                 |                           |                         |             |                |            |                                  |
| 16   | Qualification  |                                 | Name of Board/ University | Regular/ Correspondence | Total Marks | Marks obtained | Percentage | Attested copies must be enclosed |
|  | Name of the Exam Passed  | Roll No.                        |                           |                         |             |                |            |                                  |
|  |  | Exact date of Passing the Exams |                           |                         |             |                |            |                                  |
|  | 10 <sup>th</sup>   |                                 |                           |                         |             |                |            |                                  |
|  | BA/B.Sc./B.Com.  |                                 |                           |                         |             |                |            |                                  |
| MA/M.Sc./M.Com./MCA/ M.SC(IT) or any other PG Degree |  |                                 |                           |                         |             |                |            |                                  |
| B.Ed.  |  |                                 |                           |                         |             |                |            |                                  |

**Note-I** In case of M.Sc. degree obtained in practical subject through correspondence after 06.04.2010 may attach enrolment/ registration certificate to this effect that he/she has been enrolled prior to cut off date 06.04.2010 otherwise case will not be entertained.  
**Note-II** It may be ensured that no case without completion of five years regular service as TGT has been forwarded in r/o all categories.

I do certify that all the particular Sr.No 01 -16 are correct and I do opt for promotion in Lecturer (School-New) cadre in one subject only.

**Certified that:-**

- All the particulars shown from Sr No. 01-16 are true and correct hence verified.
- The TGT Concerned has completed Probation period as TGT i.e. Five year regular service as TGT and also opted for promotion as Lecturer (School-New) and one copy of option may be provided to the Dy. Director of Elementary Education, Kangra at Dharamshala.
- The final TGT Seniority Number and Category to which TGT has applied has been verified.

**ENDST No. EDN-KGR (E-1) TGT TO PGT - 12/2023**  
 o/o Deputy Director of Ele. Education,

Copy forwarded to:-

- All The Principals/Head Masters of GSSS/ GHSA for compliance & directed to send the option/ Bio-data for promotion to the post of Lect. (School New) by In-Service TGTs for the year, 2024 to o/o Under Signed on or before 31/12/2023.

Dy. Director of Elementary Education  
 Kangra at Dharamshala  
 (H.P.) -176215