No.EDN-H(2)B(2)35/2013---Para Teacher
Directorate of Elementary Education
Himachal Pradesh Lal Pani Shimla.

Dated: Shimla-171001 the 3rd Sep 2013

To

All the Deputy Director of Elementary Education,
in Districts of Himachal Pradesh.

Subject: Regarding regularization of services of Para Teachers (TGTs).

Memo,

This is in reference to the Principal Secretary (Education) to the Govt. of Himachal Pradesh office letter No. EDN-C-B(15)4/2011 dated 06.08.2013 on the subject cited above.

In this regard, you are directed to collect and compile the documents from the Principals/Head masters under your control in respect of those TGTs who are going to be completed ten years of continuous service as Para teachers (TGTs) up to 31.12.2013 and forward the same to this Directorate on the proforma enclosed herewith in consolidated form within fifteen days positively. In case, there is no eligible candidate in your District, NIL report to this effect be sent to this Directorate.

Documents which are required as under:-

1. Attested copy of Appointment orders.
2. Attested copy of Termination orders if any.
3. Attested copy of Re-engagement orders.
4. Attested copy of academic qualification (from matric onwards).
5. Attested copy of Professional qualification i.e. B.Ed.
6. Attested copy of Bonafide (Himachali) certificate.
7. Character certificate.
8. Work & conduct certificate
9. Attested copy of Category/ caste certificate
10. Certificate of ten years continuous services (Date wise and year wise).

This information is also available on the departmental website

Director Elementary Education
Himachal Pradesh.

Endst. No. Even Dated : Shimla-171001 the 3rd Sep 2013

Copy to:-

1 The Principal Secretary (Education) to the Govt. of H.P. for information please.

2 Guard file.

Sd/-
Director Elementary Education
Himachal Pradesh.

Proforma for regularization of TGTs those who were engaged under Para Teacher Policy and are going to complete ten years continuous service up to 31.12.2013.							
1	**2**	**3**	**4**	**5**		**6**	**7**
Sr. No.	Name of TGT's	Father's Name	Subject	Qualification (Marks)		Name of the school presently posted	Date of birth
				Academic	Professional		

8	**9**	**10**	**11**	12	13	14
Date of first apptt.	Name of school where joined on first apptt.	Permanent Home address	Date when completing ten years continuous service	Break if any	Category	Remarks

Certificate

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

Dy. Director of Ele. Edu.
Distt. ……