

Only Through Website

No.EDN-H(2)B(2)1/2025-Pro-C&V/JBT Arts/Med/NM-TET
Directorate of School Education,
Himachal Pradesh.

Dated: Shimla-171001, , 2025

To,

All the Deputy Directors of Elementary Education.
Himachal Pradesh.

Subject: -

Regarding inclusion of names in the TGT promotion panel amongst TET pass in-service JBTs for the promotion of TGT (Med./NM/Arts) and in-service C&Vs for the promotion of TGT (Arts) as per existing R&P Rules of TGT dated 06.06.2024 and amendment TGT Rules dated 17.02.2025.

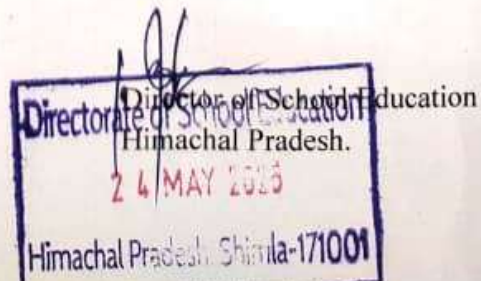
Memo,

On the subject cited above, it is inform to all the concerned that the Department is going to fill up posts of TGT(Med./Non Med./Arts) by ways of promotion as per availability of vacancy under promotion quota. In order to prepare/update the panel, detailed information/bio-data of all eligible TET pass in-service JBTs and C&Vs as per existing R&P Rules of TGT is required on Proforma-I, through proper channel, duly verified and recommended by the concerned BEEOs (in case of JBTs) and by the Principals/Headmasters (in case of C&Vs) along with ACRs of last three years ,Work & Conduct / Vigilance Clearing Certificate and Option opted for Promotion. You are requested to invite all such fresh cases from field offices within a fixed time frame and ensure the receipt of the same in the office on or before 20th June, 2025 positively. All the concerned field offices are directed to ensure that no case of any eligible JBT/C&V teacher is left for consideration as it has come to the notice of undersigned in previous promotions that the cases are sent to this office from Deputy Director Offices even after the last date fixed for receipt of such cases or after DPC is convened/Promotion orders are issued which gives an opportunity to concerned teachers to knock the door of Hon'ble High Court.

You are directed to ensure that no cases of any eligible JBT/C&V teacher are left for consideration. In case of JBT category the cases must be invited for promotion to the post of TGT(Arts) who are appointed on or before 30.08.2009. Any case received beyond 20th June, 2025, will not be considered. This letter along with Proforma-I and Proforma-II is available on the Departmental Website i.e. www.himachal.nic.in/eleedu.

These directions must be adhered to in letter and spirit failing which action will be taken against the defaulters. It is pertinent to state here that no direct cases will be entertained for promotion. All cases must be routed through your office only in order to avoid unnecessary litigation.

Encls:-As Above.



PROFORMA-I

TO INCLUDE NAME IN TENTATIVE PANEL FOR PROMOTION TO THE POST OF TGTs AMONGST TET PASS IN-SERVICE JBTs HAVING BECHELOR DEGREES.

The case in duplicate to be submitted to the Block Elementary Education Officer concerned as per following instruction:-

(It is informed that option once exercised cannot be changed so it is advised do opt promotional avenue carefully)

1	Name of JBT Teacher (As per service record) and Contact No.								
2	Name of present school, Block & District								
3	Date of Birth								
4	Date of Regular Appointment as JBT								
5	Category (UR/SC/ST/UR/PHH) (Attach the certificate)								
6	Final Seniority No. as JBT							PMIS Code	
7	Integrity (Vigilance/Department enquiry if any status thereof)								
8	Subject in which promotion sought as HT/LT/TGT (Arts) as per Govt. Letter No. Per(AP-B) B (11)-2/2004-16 dated 03.12.2014							Date of option	
9	Permanent Address								
10	Permission obtained if qualification acquired during service, yes or no if yes, enclose permission order copy/if no, reason thereof								
11	Qualification								
	Name of Exam passed	Roll No.	Exact date of passing the Exam	Name of Board / University	Regular/Correspondence	Total Marks	Marks Obtained	%age	Attested copies must be enclosed
i	10 th								
ii	JBT								
iii	B.A./B.Com.								
iv	B.Ed.								
v	TET (Arts)								
vi	M.A./M.Com./M.Sc								

Note-I: It may be ensured that no case without completion of five years as regular service as JBT has been forwarded in r/o all categories.

I do certify that all the particulars at Sr. No. 01-11 are correct and I do opt for promotion as TGT.

Being State cadre of TGT, I am ready to serve any institution of the State.

Date:

Place:

Signature of JBT

Certified that:-

1. All the particulars shown from 01-11 are true and correct hence verified.
2. The JBT concerned has completed five years regular service as JBT and also opt for promotion as TGT (Arts) and one copy of option may be sent with the case and one copy to be kept in office record.
3. The final JBT seniority number and Category to which JBT has applied has been verified.

Signature of BEEO

Full Name

Contact No.

PROFORMA-II

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

Sr. No.	Name of JBT (As per service record)	Present school, Block & Distt.	DOB	D.O.A. as JBT (On regular basis)	Final seniority No.	Integrity	TGT subject (BA /B.Com. /B.Sc. (NM/Med.) M.A./M.Com./ M.Sc	Category UR/SC/ ST/ OBC/ PHH	Contact No.	Name of University from where passed B.Ed. degree	Enclose Proforma-I with all documents in order to verify column
	1	2	3	4	5	6	7	8	9	10	11
1											
2											
3											
4											
5											

Certified that:-

1. All the particulars shown from Sr. No. 01-11 are true and correct, hence verified.
2. The JBT concerned has completed Five years regular service as JBT.
3. The final JBT Seniority Number shown in the case is verified.

Signature of Deputy Director of Elementary Education
....., Distt., HP.

Work & Conduct/Vigilance Clearing Certificate

Certified that the work & conduct of Sh./Smt./Miss.
(D.O.B.....) JBT, (PMIS Code), GPS
....., BEEO, Distt., HP for the last
three years has been found Satisfactory/Good/Very Good/Excellent/Outstanding. Further
it is stated that there is no departmental/ vigilance inquiry is pending against the said
teacher.

There is nothing adverse against the above mentioned JBT which may debar him/her
from promotion.

Date:

Place:

Signature of BEEO/CHT

Full Name

Contact No.

Countersigned by the:-

Deputy Director of Elementary Education

....., Distt., HP.

Option opted for Promotion

I (D.O.B.....)
(PMIS Code) working as JBT in GPS, BEEO
....., Distt., HP do opt the promotion channel
of **TGT** (Arts/NN/Med.) for my future service as per the instructions issued by the Govt.
of HP vide Letter No. Per(AP-B) B (11)-2/2004-16 dated 24.12.1981, 01.09.2010 &
03.12.2014.

Date:

Place:

Signature of JBT

Contact No.

Countersigned/Verified by the:-

BEEO/CHT

Full Name

Contact No.

Countersigned by the:-

Deputy Director of Elementary Education

....., Distt., HP.

PROFORMA-I

TO INCLUDE NAME IN TENTATIVE PANEL FOR PROMOTION TO THE POST OF TGTs AMONGST IN-SERVICE TET PASS C&V TEACHERS HAVING BECHELOR DEGREES.

The case in duplicate to be submitted to the Principal/Headmaster concerned as per following instruction:-

1	Name of C&V Teacher (As per service record) and Contact No.								
2	Name of present school & District								
3	Date of Birth & PMIS Code								
4	Date of Regular Appointment as C&V teacher								
5	Category (Gen/SC/ST/OBC/PHH) (Attach the certificate)								
6	Final Seniority No. as C&V								
7	Integrity (Vigilance/Department enquiry if any status thereof)								
8	Permanent Address								
9	Permission obtained if qualification acquired during service, yes or no if yes, enclose permission order copy/if no reason thereof								
10	Qualification								
	Name of Exam passed	Roll No.	Exact date of passing the Exam	Name of Board / University	Regular/ Correspondence	Total Marks	Marks Obtained	%age	Attested copies must be enclosed
i	10 th								
ii	C&V (.....)								
iii	B.A./B.Com/B.Sc.								
iv	B.Ed.								
v	TET								
vi	M.A./M.Com./ M.Sc								

Note-I It may be ensured that no case without completion of five years as regular service as C&V teacher has been forwarded in r/o all categories.

I do certify that all the particulars at Sr. No. 01-10 are correct and I do opt for promotion as TGT.

Being State cadre of TGT, I am ready to serve any institution of the State.

Date:

Place:

Signature of C&V teacher

Certified that:-

1. All the particulars shown from 01-10 are true and correct hence verified.
2. The teacher concerned has completed five years regular service as C&V teacher.
3. The final C&V teacher seniority number and Category to which C&V teacher has applied has been verified.

Signature of Principal/Headmaster

Full Name

Contact No.

PROFORMA-II

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

Sr. No.	Name of C&V teacher (As per service record)	Present school & Distt.	DOB	D.O.A. as C&V (On regular basis)	Final seniority No.	Integrity	TGT subject (BA /B.Com. /B.Sc. (NM/ Med./ M.A./M.Com./ M.Sc	Category Gen/SC/ ST/OBC/ PHH	Contact No.	Name of University from where passed B.Ed. degree	Enclose Proforma-I with all documents & last three years ACR in order to verify column
	1	2	3	4	5	6	7	8	9	10	11
1											
2											
3											
4											
5											

Certified that:-

1. All the particulars shown from Sr. No. 01-10 are true and correct, hence verified.
2. The C&V teacher concerned has completed Five years regular service as C&V cadre.
3. The final C&V Seniority Number shown in the case is verified.

Signature of Deputy Director of Elementary Education
....., Distt., HP.

Work & Conduct/Vigilance Clearing Certificate

Certified that the work & conduct of Sh./Smt./Miss.
(D.O.B.....) C&V teacher, GMS/GHS/GSSS
Distt., HP for the last three years has been found
Satisfactory/Good/Very Good/Excellent/Outstanding. Further it is stated that there
is no departmental and vigilance inquiry is pending against the said teacher.

There is nothing adverse against the above mentioned C&V teacher which may
debar him/her from promotion.

Date:

Place:

Signature of Principal/Headmaster

Full Name

Contact No.

Countersigned by the:-

Deputy Director of Elementary Education
....., Distt., HP.

Option opted for Promotion

I (D.O.B.....)
(PMIS Code) working as C&V in GMS/GHS/GSSS
.....,Principal/Headmaster.....,District....., HP do
opt the promotion channel of **TGT** (Arts/NN/Med.) for my future service as per the
instructions issued by the Govt. of HP vide Letter No. Per(AP-B) B (11)-2/2004-16 dated
24.12.1981, 01.09.2010 & 03.12.2014.

Date:

Place:

Signature of C&V teacher
Contact No.

Countersigned/Verified by the:-

Signature of Principal/Headmaster
Full Name
Contact No.

Countersigned by the:-

Deputy Director of Elementary Education
....., Distt., HP.