

EDN(SE)-H (12)-2025 (Merger of Schools)
Directorate of School Education
Himachal Pradesh, Shimla-1
Shimla-1 dated:

13th Nov. 2025

To

The Deputy Directors of School Education
(Secondary wing/ Elementary wing/ Quality Edu.)
Chamba, Kangra, Kinnaur, Kullu, Mandi, Shimla, Solan
Sirmour.

Subject: **Guidelines for the shifting of existing Teaching & Non - Teaching Staff, Office record, infrastructure etc. in respect of de-notified/downgraded GSSS and GHS.**

Sir,

In continuation of Govt. Notifications No. EDN-B-Chha(5)-3/2024 dated 08.10.2025 and 14.10.2025, please find enclosed herewith the Guidelines issued from GoHP vide letter No. EDN-B-Chha(5)-3/2024-L-I dated 12.11.2025 in respect of de-notified/downgraded GSSS and GHS.

In this context, all the concerned Deputy Directors Education & Principal of Complex/Cluster schools are directed to ensure the implementation of these guidelines/directions regarding Shifting of existing staff / Office Record, Other stock items, Sanctioned Posts, Land & Building with immediate effect in letter and spirit.

Treat it most urgent


Director School Education
Himachal Pradesh.

13th Nov. 2025

Copy forwarded for information and necessary compliance with immediate effect:-

1. The Secretary (Education) to the Government of Himachal Pradesh Shimla-2
2. The State Project Director(SS) Shimla, H.P.
3. The Director, Directorate of Higher Education, H.P.
4. All the Concerned Principal of Complex/Cluster schools
5. All the Branch Officers/Superintendents, Directorate of School Education H.P.
- ✓ 6. The In-charge, Computer Cell, Directorate of School Education, H.P. with the request to upload the orders on the Departmental website at the earliest please.




Director School Education
Himachal Pradesh,

DS E 5864
12-11-25

No. EDN-B-Chha(5)-3/2024-L-I
Government of Himachal Pradesh
Department of School Education

From

The Secretary (Education) to the
Government of Himachal Pradesh

To

✓ The Director, School Education,
Himachal Pradesh, Shimla-171001
Dated Shimla-171002, the

12-11-2025.

Subject:- Guidelines for the shifting of existing teaching & non-teaching staff, office record, infrastructure etc. in respect of de-notified/downgraded GSSS and GHS.

Sir,

I am directed to refer to the subject cited above and to say that Government vide its Notification's No. EDN-B-Chha(5)-3/2024 dated 08-10-2025 & 14-10-2025 has downgraded/de-notified GSSS/GHS having zero enrolment or enrolment with less than or equal to five students.

Following directions/instructions should be followed regarding shifting of existing teaching & non-teaching staff, infrastructure, office record and other stock items etc. of these de-notified/downgraded schools:-

1. Shifting of Existing Staff:

1.1 The Existing teachers posted in these Schools shall be transferred to the nearby Schools with large enrolment against vacancies in public interest and in the interest of students.

The above shifting/ transfers will be done with prior approval of the Government. The Director should submit a proposal to the Government accordingly. If the post is to be shifted to the proposed school, then the proposal should contain the details. After adjustment of teachers in the nearby schools, the post from the downgraded/merged school should be shifted to the school with high enrolment. A separate proposal be put up to this effect.

1.2 The services of Multi-Task Worker/ Water Carrier shall remain at the disposal of concerned School or concerned Deputy Director as the case may be who should be utilized as per requirement.

2. Office Record:

The official record of a de-notified GHS shall be kept in the concerned cluster Senior Secondary School.

3. Other Stock Items:

Furniture, Books, Sports equipments, musical instruments or any other stock item of a downgraded/de-notified GSSS/GHS shall first be adjusted/utilized in the downgraded school itself, if required. In case these items are not required, they shall be allotted to any needy school with larger enrolment falling within the complex of concerned Principal.

Contd/-

4. Sanctioned Posts:

- 4.1 The sanctioned posts of all categories of teachers shall stand transferred to a common pool to be maintained at Directorate level.
- 4.2 The sanctioned posts of TGTs shall be transferred to a State Level Common Pool to be maintained at Directorate level.
- 4.3 The State Government shall consider to allot posts from the respective common pool to any other school on the proposal of Director School Education and on the basis of need/requirement.

5. Land & Buildings:

- 5.1 The ownership & possession of the land and buildings of the de-notified/ downgrade Schools shall be continue to remain with the Education Department.
- 5.2 These assests can be put to use with the help and coordination of concerned Gram Panchayat/ Urban Local Bodies for the purposes of Library/ Gym/ Sports Complex, etc.

6. Responsibility for implementation of above Guidelines:

It shall be the duty of Director School Education, Deputy Directors Education & Principal of the complex/cluster school to ensure implementation of these directions in letter and spirit.

Yours faithfully,

(Anil Sharma)

Deputy Secretary (Education) to the
Government of Himachal Pradesh

Endst. No. as above

Dated: Shimla-2 2025.

Copy forwarded to the following for information:-

1. The Sr. PS to the Hon'ble Education Minister H.P Shimla-02..
2. The Sr. PS to the Secretary (Education) to the Govt. of H.P Shimla-02.
3. Guard File.

Deputy Secretary(Education) to the
Government of Himachal Pradesh.