

**OFFICE ORDER**

With the prior approval of the competent authority the following TGT (s) is /are hereby transferred/ adjusted to the institutions indicated against each name with immediate effect. The transfer/adjustment will be subject to the conditions mentioned in these orders:-

Sr. No.	Name & designation Sh/Smt.	From	To	Remarks
1.	Upasana Sharma TGT(Arts)	GSSS (KGR) Gharoh	GSSS Khaniara Khas (KGR)	Against vacancy, being caused due to retirement of present incumbent on 31.12.21, without TTA/JT.

**The incumbent will join after superannuation of present incumbent.**

Note:- While implementing above transfers of teachers the norms and standards for providing teachers in a school as contained under Sr. No.1(a) in the schedule of RTE Act 2009 be complied strictly. In case any violation of these instructions you will be entirely responsible.

1. These orders be implemented in relaxation of ban on transfers.
2. In case of condonation of short stay willingness of the concerned incumbent may be obtained first.
3. Willingness of the concerned teacher be obtained by the incharge/Head of the institution before relieving him/her . In case he/she is not willing for the transfer, then he/she may not be relieved and the case may be referred back alongwith his/her unwillingness in r/o mutual transfers.
4. If the incumbent has already served Sub-cadre/hard/tribal/difficult area in that event he/she may not be relieved again to areas ibid.
5. It must be ensured that the candidate is not specially abled.
6. It must be ensured that the incumbent is not on the verge of retirement.
7. All provisions as contained in O/M No:PER(AP-3)E(3)17/2021 dated 10.7.2013 "Comprehensive Guiding Principles 2013----for regulating the transfer of State Govt. Employees at point no.5"cession to certain categories of employees and 5.5. of O/M dated 17.9.15 must be adhered strictly.

DIRECTOR

Endst. No. even dated Shimla-1, the November, 2021

Copy forwarded for information and necessary action to the:-

1. The Dy. Director of Elementary Education as mentioned above.
2. The Principals/ Headmasters as mentioned above with the directions that the incumbent working under your establishment be relieved immediately failing which disciplinary action will be initiated against the defaulter under the rules. It must also be ensured that there is no court case before the relieving /joining of the concerned officials. **The joining of the new incumbent be accepted only after the previous incumbent has been relieved.** He/ She will also ensure that the joining and relieving report is sent by him/her to Dy. Director of Elementary Education and to this Directorate immediately. If the controlling officer does not comply with this procedure the salary of the surplus incumbent will be drawn from the salary of controlling officer. **Transfer of teachers on contract basis /Para teacher may not be implemented vice regular teacher.**
3. The Nodal officer (IT) Internal.
4. Guard File.



DIRECTOR