

No.- EDN-HE(1)B(2)-01/23-regu. of D/W. clk
Directorate of Higher Education
Himachal Pradesh

21-9-23

15 SEP 2023

Dated: Shimla-171001 2023

To

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

Subject:

Regarding regularization of clerk appointed on daily waged basis-
information thereof.

Memo:

With reference to the subject cited above.

In this context, it is informed that some clerk/JOA(IT) will complete four years of continuous service on Daily wages basis as on 30.09.2023 and are eligible for regularization. Hence, it is directed to collect and compile the information on prescribed proforma from the offices/institutions working under your kind control (including colleges, NCC Units, Library etc.) in respect of those clerks/JOA(IT) who will complete four years of continuous service on daily wages basis as on 30.09.2023 and forward the same along-with all relevant certificates i.e. DOB, Educational Qualification, latest medical fitness certificate, Bonafide Himachali, Character & Work and Conduct etc. to this directorate in consolidated form **Immediately**. In case, there is no eligible candidate or left the job in your District, report to this effect be also sent to this Directorate. It is also ensured that information for regularization of clerks and JOA(IT) be submitted separately.

(Dr. Amarjeet K. Sharma)
Director Higher Education
Himachal Pradesh

Endst. No. Even Dated : Shimla-171001

2023

Copy to:-

1. The Secretary (Education) to the Govt. of H.P. for information please.
2. The Director Elementary Education Himachal Pradesh, Shimla -I with the request to send the particulars as per proforma attached along with all relevant certificates & Work and Conduct certificates of those daily waged clerks/JOA(IT) who are appointed/working under your kind control in Himachal Pradesh will complete four years continuous services as on 30.09.2023 to this directorate in consolidated form immediately.
3. All the head of offices/institutions (including Colleges, NCC units, Library etc.) working in the district concerned with the directions to send the regularization proforma along with all relevant Documents & Work and Conduct certificates of the Daily waged clerks who will complete four year continuous service as on 30.09.2023 on the proforma to the concerned Deputy Director of Higher Education in Himachal Pradesh. **No direct correspondence to this effect will be entertained in this regard.**
4. D.A. dealing with service book internal for similar action.
5. Incharge, IT Cell (Internal) to upload these instructions on departmental website.
6. Guard file.

Director Higher Education
Himachal Pradesh.

Endst No. EDN-H(Ele)H(1)B(6)8/2023-Pro/Sen/Regu. dated Shimla-1 the 28 Sept., 2023

Copy for information to:-

1. The DDEE Shimla/Solan/Sirmour/Kinnaur/Kaza/Keylong/Kullu/Bilaspur/Hamirpur/Una/Mandi/Kangra/Chamba, H.P. you are directed to send the requisite information of Clerk/JOAIT appointed on daily waged basis for regularization who will complete four years continuous service on daily wages as on 30.9.2023 & eligible for regularization through Email elementarye1@gmail.com immediately.
2. Guard File.

28 SEP 2023
शिमला-1

Supdt. Gr-I cum DDO
Directorate of Elem. Edu. HP, Shimla-1