

21-09-2023
21-9-23
No.- EDN-HE(1)B(2)-01/23-regu. of cont. cik
Directorate of Higher Education
Himachal Pradesh.
Dated: Shimla-171001, the

2023



To

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

Subject: Regarding Seniority/regularization of clerk/JOA(IT) appointed on contract basis.

Memo:

With reference to the subject cited above.

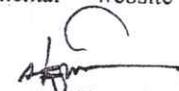
In this context, it is informed that some clerk/JOA(IT) will complete two years of continuous service on contract basis as on 30.09.2023 and are eligible for regularization. Therefore, you are directed to collect the documents from the educational institutions/offices including colleges/NCC offices/Library etc. working in your districts in respect of those clerks/JOA(IT) who will complete two years of continuous service on contract basis as on 30.09.23 on Proforma "B" and forward the same to this Directorate after compiling/verifying as per information/documents required below immediately on Proforma "A". In case, there is no eligible candidate in your district, NIL report to this effect be also sent to this Directorate. It is also directed that a certificate may also be given to the effect that no clerk/JOA(IT) of above category of your districts is left out in the said compilation/verification. It is also ensured that information for regularization of clerks and JOA(IT) be submitted separately.

List of documents which are required to be submitted to this directorate is as under:-

1. Attested copy of Appointment orders.
2. Mode of recruitment.
3. Attested copy of Termination orders, if any.
4. Attested copy of re-engagement orders, if any.
5. Attested copy of academic qualification (from matric onwards)
6. Attested copy of Bonafide (Himachali) certificate.
7. Whether type test qualified or not.
8. Character certificate.
9. Work and Conduct certificate.
10. Attested copy of category/ caste certificate, if any.
11. Certificate of two year continuous service as on 30.09.23.
12. Photocopy of latest medical fitness certificate which should be in accordance with the provisions contained in FR 10 and SR 4(1),4(2) and 4(3).

This information is also available on the departmental website

www.education.hp.gov.in


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

Endst. No. Even Dated: Shimla, the 2023

Copy to the following for information and necessary action please:-

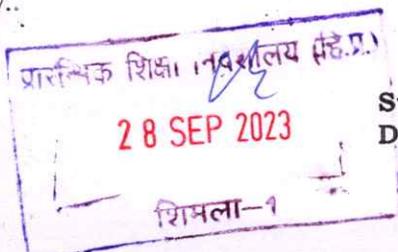
1. The Secretary (Education) to the Government of Himachal Pradesh for information.
2. The Director of Elementary Education Himachal Pradesh with the request that information with regard to the officials presently working under his kind control may be supplied to this Directorate in consolidated manner at earliest please.
3. DA dealing with the establishment of directorate of Higher Education HP internal for similar action.
4. Incharge IT Cell (Internal) to upload these instructions on departmental website.
5. JOA(IT) regularization file.
6. Guard file.

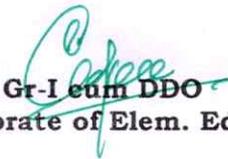

Director Higher Education
Himachal Pradesh.

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 for regularization who will complete two years on contract through Email elementarye1@gmail.com immediately..
2. Guard File.




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