

Government of Himachal Pradesh  
Department of Personnel  
Secretariat Administration Services-I

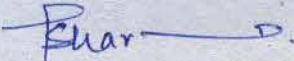
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No.Per(SAS-I)B(12)-1/2018 Dated, Shimla-2

23<sup>rd</sup> January, 2019

CIRCULAR

It has come to the notice of Secretariat Administration that many Officers/Officials of the HP Secretariat have attained some additional qualification after entering into Government service. It is under consideration of the Administration that services of highly qualified personnel could be utilized in extra activities, whenever required. Therefore, recently, Administration had requested telephonically to supply the information but only a few employees have submitted their additional qualification data to this department. It is once again requested that if any officer/official under your control, including you, holding such type of additional qualification like Post Graduation, MCA, M.Phil, Ph.D. etc. may submit their details on the enclosed Performa along-with copies of certificate(s) to this department latest by 28<sup>th</sup> January, 2019 please.

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Deputy Secretary (SA) to the  
Government of Himachal Pradesh.  
23<sup>rd</sup> January, 2019

Endst. No. As above Dated Shimla-02, the

1. All the Branch Officers, H.P. Secretariat, Shimla-02.
2. All the Section Officers in H.P. Secretariat, Shimla-02.

**DETAILS OF ADDITIONAL QUALIFICATION ACQUIRED AFTER JOINING IN THE GOVERNMENT SERVICE.**

**NAME OF SECTION/BRANCH** \_\_\_\_\_

<b>PMIS No.</b>	<b>Name &amp; Designation S/Sh./Smt.</b>	<b>Addl. Qualification acquired</b>	<b>Remarks, if any</b>

Section/Branch officer,  
H.P.Sectt.Shimla-02.