

Most URGENT
PERSONAL ATTENTION

No. EDN-A-Kha(15)3/2018
Government of Himachal Pradesh
Department of Higher Education

From

The Secretary (Hr. Edu.) to the
Government of Himachal Pradesh

To

The Principal,
Govt. College.....
District.....(H.P.)

Dated Shimla-2, the 22th December 2020

Subject:-

Regarding supplying of Establishment reports alongwith enrolment subject wise as per Annexure-A and Annexure-B in respect of Principals (College Cadre), Pracharya (Sanskrit College Cadre), Assistant /Associate Professor (College Cadre), Acharya (Sanskrit College Cadre) and other categories regularly and updating of PMIS.

Sir/Madam

I am directed to refer to the subject noted above and to say that the Government has offered appointments to Assistant Professor (College Cadre) in various subjects in the Higher Education Department. A number of posts of Assistant/ Associate Professors have been recently shifter to surplus pool of Directorate of Higher Education as well as to other Colleges as per requirement in the Colleges. A few months ago the services of Assistant Professors working on contract basis have also regularized. The fresh enrolment in coming semesters is likely to be started very shortly. Accordingly, the updation is required to be done in Establishment reports being submitted by each and every College(s) on monthly basis. In addition to this, PMIS data in respect of other categories is also required to be updating regularly on their transfers/postings and in case of fresh appointment. Numbers of time directions have been issued to all concerned for uploading/updating the online in PMIS, but it is matter of great surprise that the instructions issued by the Govt. are not being adhered to in letter and spirit..

The Principal(s) of all the Govt. Colleges are not sending the said information regularly

All the Principals/ Officiating Principals of Government Degree Colleges/ Government Sanskrit Colleges are hereby, once again, directed to comply with the orders and complete the PMIS data in respect of above mentioned categories immediately working under their control and also send the establishment report before fifth day of every month in accordance with the format enclosed at Annexure-A and Annexure-B through e-mail(in PDF format) i.e **Collegeeducationhp@gmail.com** & hard copy should also be send to Navneet Kapoor Joint Secretary (Hr. Edu). to the Govt. H.P Sectt. Shimla-2

All the Principal(s)/Officiating Principal(s) are once again directed to adhered to these instructions in letter within fifteen days (for soft area colleges/Hard Area within Twenty days) failing which disciplinary action will be initiated against the concerned Principal/Officiating Principal.

Yours sincerely,



Joint Secretary (Hr. Edu.) to the
Government of Himachal Pradesh.

ANNEXURE-B

Performa for sending enrolment in r/o all subjects

Sr. No.	Subject	Sactioned Posts	Vacant Posts.	Class/ Course	Major	Minor	Complusrly	Grand Total
1.	English			Sem. II				Sem-II+ Sem-IV+ Sem-VI+ Enrolment of PG Classes if any
				Sem-IV				
				Sem-VI				
				PG Sem-II	If any			
				PG Sem-IV	If any			
				Sem-VI	If any			
2.				Sem. II				
				Sem-IV				
				Sem-VI				
				PG Sem-II	If any			
				PG Sem-IV	If any			
				Sem-VI	If any			
3.	Similarity in respect of all subjects.							
Total students enrolment in Art+ Commerce+Science Stream =								

Name of Principal
Principal Phone No.....
Govt. Deg. College.....
Supdt. Phone No.....
Clerk Phone No.....
Office Phone No.....

Note:- In case of starting of fresh semester the change is required to be done in fifth column accordingly.

The information in respect of copies mentioned in the letter and in respect of latest appointment of Assistant Professor (College Cadre)/shifting of posts is available on website www.himachal.nic.in (Education) link i.e. <http://himachal.nic.in/index.php?lang=1&dptid=239>

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