

## Most Urgent/Time Bound

No. EDN-U(E-IV)Elem-TGT/Estb. 2022-23/ 2186  
Office of the,  
Dy. Director Elementary Education Una Distt. Una(HP)  
Dated:- Una,the 24-05-2022

To

**All the Principal/Headmaster,  
GSSS/ GHS Distt. Una(HP)**

**Subject:- Regarding submission Establishment Return of TGT Category.**

Memo:

In compliance with the Director of Elementary Education, HP Shimla letter No. EDN-H(2)B(2)1-2022 dated 21.05.2022 on the subject cited above. You are therefore directed that send the latest Establishment Return of TGT category of your school as well as your complex school to this office within a week in **Excel format only (hard & soft copy)**. You will be held responsible for any delay.

### Proforma

Name of School	Category of post Arts /Med /NM	Name of TGT	DOB	Date of Appointment	Date since working in this school	Seniority No	PMIS No	Whether appointed against Gen/SC/ST/OB C/ IRDP/EX-Man/WEXM/WFF/Sport Person/ P.H
				As Contract = As Regular = As SMC = As Cont from SMC Regular =				
1	2	3	4	5	6	7	8	9

Whether Couple Case or Not	Regular / Contract	Three Previous Place of posting with Period	Permanent Home Address	Phone No	Mode of Appointment i.e. appointed through Batch wise/ Commission/ promoted from JBT/C&V.
10	11	12	13	14	15

### Category wise abstract

Category of Post	Sanctioned	Filled	Vacant
TGT Arts			
TGT (NM)			
TGT(Med)			

**Enrolment of 6<sup>th</sup> to 10<sup>th</sup> class as on 25.05.2022:-**

**Enrolment of 6<sup>th</sup> to 8<sup>th</sup> Stand alone Middle school as on 25.05.2022**

Deputy Director Elementary Education,  
Una Distt Una(HP)