

No: EDN-U(E-V) Elem/Regularization/-2020 1172  
Office of the,  
Deputy Director Elementary Education Una Distt Una (H.P.)  
Dated: 18 March/2020

To,


All the Principals /Headmasters ✓  
Of GSSS /GHS Distt. Una (HP)

Subject:- Regularization of Contract Appointees.

Memo,

It is to inform you , that the Govt. is going to regularize the services of all Contract employees in the state who have completed 3 years of Contract service as on 31.03.2020 without any break.

You are therefore directed that, the particulars of those C&V Contract Teachers working under your control (including Complex schools) ,whose three years service is going to be completed as on 31.03.2020 without any break may be supplied to this office on proforma-A alongwith supporting documents immediately through special messenger , failing which the individual concerned as well as the Principal /Headmaster concerned will be held responsible for the same. You are further directed not to sent the cases of those Contract Teachers whose services have been taken on Contract from PTA /GIA .

  
Deputy Director Elementary Education,  
Una Distt Una (H.P.)

**SUBMISSION OF PARTICULARS IN R/O CONTRACT C&V TEACHER FOR REGULARIATION  
AFTER COMPLETION OF 3 YEARS SERVICE AS ON 31.03.2020**

1	Name of the Contract Teachers			I.P. No.		
2	Subject					
3	Father's Name					
4	Address of Present place of posting with contract No					
		Phone No with STD code or Mob. No. of Principal				
5	Name of the institution where initially joined. Also mention Distt, Mobile No., phone No. of the institution					
		Phone No with STD code or Mob. No. of Principal/Headmaster				
6	Permanent Address of candidate (Mob. No)					
			Mob. No of teacher			
7	Date of Birth		Male/Female			
8	Date of joining		Appointment order No. & date (Also attach the copy of same)			
9	Category(Gen/SC/ST/OBC/PHH/EXM/W.EXM /IRDP etc.)	Attach Certificate produced at the time of initial appointment.				
10	Detail of un-authorized absence period. If any till 31.03.2020 for which salary not drawn					
	From (Date)	To (Date)	No of days	Reason of un-authorized absence		
11	Total length of service as on 31.03.2020 after excluding the period as mentioned in column No 10. In case E.O.L on medical grounds in that event medical certificate be also attached.					
12	Educational Qualification (Please attach copy of relevent certificates)					
	Qualification	Name of Uni/Board	Year of Passing	Total Marks	Marks Obtained	Percentage
	Matric					
	10+2					
	BA/BSc/B.Com					
	Professional qualification					
	TET (where applicable )					

**Signature of Contract (C&V)**

(Name.....)

1 It is certified that Sh. /Smt./Mrs. \_\_\_\_\_ is working as contract Teacher who was intially appointed as such vide Deputy Director Elementary Education Una vide Letter No \_\_\_\_\_ dated \_\_\_\_\_ (Copy attached)

2 His/her work and conduct is \_\_\_\_\_ during the period w.e.f \_\_\_\_\_ to \_\_\_\_\_ till date.(To be attach separately, from the date of initial appointment to 31.03.2020 )

3 Certified that the information as mentioned above is correct as per the school relevant record.

**Signature of Principal/Headmaster/DDO (official seal)**

(Name of signing officer \_\_\_\_\_)

Date: \_\_\_\_\_