

No: EDN-U-(E-V)- Trans. Elem/2021- 3261-66  
Office of the,  
Deputy Director Elementary Education Una, Distt Una (H.P.)  
Dated: 03/09/2021 August/2021

**OFFICE ORDER**

With the prior approval of the competent authority the following C&V Teachers is/are hereby transferred / adjusted in the institutions indicated against each name with immediate effect. The transfer / adjustment will be subject to the conditions given overleaf :-

Sr. No	Name & Designation Sh / Smt	From	To	Remarks
1	Parveen Kumar, PET	GSSS Kadh	GHS Loharli	Against vacancy, without TTA/JT in relaxation of ban on transfers .
2	Surinder Kumar, Shastri	GSSS Repoh Missran	GSSS Chaksarai	Vice Smt. Kusum Lata, Shastri GSSS Chaksarai and vice versa on mutual basis, in condonation of short stay without TTA/JT, in relaxation of ban on transfers .
3	Kusum Lata ,Shastri	GSSS Chaksarai	GSSS Repoh Missran	
4.	Yash Paul ,LT	GSSS Repoh Missran	GSSS Polian Prohitan	Against Vacancy, Without TTA/JT in Condonation of Short Stay and in relaxation of ban on transfers.

**NOTE:-1** While implementing above transfer of the teachers ,the norms and standards for providing teachers in a school as contained under Sr No 1(b) in the schedule of RTE Act /2009 be complied strictly . In case any violation of these instructions you will be entirely responsible.

2. In case of Contract Teacher, if stay is more than one year and stands condoned and relaxation in Contractual policy has been accorded , the transfer orders may be implemented, otherwise case(s) may be referred back with complete feasibility report.
3. In case of regular teacher , if stay is more than one year and stands condoned, the transfer orders may be implemented otherwise case(S) may be referred back with complete feasibility report.However services as para teacher/Contract /PTA-GIA in the same school will be counted for stay purpose.

*sp*  
Deputy Director Elementary Education,  
Una Distt Una (HP)

Endst.No. Even Dated Even

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

1. The Director of Elementary Education HP Shimla for information w. r .to their order No: EDN-H(III) B(6)-2/2016-Una dated 28.08.2021.
2. The Principal / Headmaster of GSSS/ GHS Kadh/ Repohmissran / Chaksarai/ Polian Prohitan/ C L Loharli Distt Una for information and necessary action / compliance. He will also ensure that the joining and relieving report be sent to this office immediately on joining / relieving of the official concerned against clear cut vacancy. If transferee does not join his new place of posting within stipulated period, the concerned head of institution inform to this office immediately for disciplinary action.
3. The Individual concerned .

*[Signature]*  
Deputy Director Elementary Education,  
Una Distt Una (HP)



**Terms and Conditions for transfer(S) /Adjustment (S)**

1	The transfer(S)/adjustment (S) be implemented as per the policy for transfer of teachers in Edu. Deptt. (H.P) approved by the HP Department of Personal vide office memorandum No. PER(AP-B)E(3)-17/2012 dt: 10 <sup>th</sup> July 2013.
2	It should be ensured that no stay order has been issued by any court of Law qua the posts involved in the transfer(s)/ adjustment (S)
3	If the teacher has earlier been transferred on administrative ground/ public interest then the case may be referred back for further directions.
4	The teacher under transfer from non-difficult /non -tribal area to difficult /sub -Cadre/ tribal area shall move first.
5	The teacher under transfer from difficult/Sub-cadre/tribal area shall be relieved only after the joining of his/her substitute
6	The teacher working under <b>contract/Para teacher policy</b> will be considered eligible for transfer against vacancy only after the completion of minimum tenure of three years and they do not replace a regular teacher as per Govt. Notification dated 22.08.2012.
7	The teacher on Ist appointment in difficult/Sub-cadre/tribal areas will be considered Eligible for transfer only after the completion of minimum tenure of five years
8	The school must not be left without teachers in any condition
9	No surplus arrangement/mal adjustment is made.
10	Normal stay is as per the transfer policy dated 10.7.2013 unless Condoned by the competent authority.
11	The recommendations of the general body of the school management committee made on the completion of the academic session are also been kept in view.
12	If more than one approval has been received for the same station simultaneously then the matter be referred back for further orders.
13	If the approvals for transfer have been conveyed on mutual basis, then the mutual Consent be confirmed before implementation.
14	The transfer orders of craft Teacher are to be implemented along with post ensure that there will be single post of Craft Teacher in the institution.
15	In case of Contract teacher, if stay is more than one year and stands condoned in relaxation of Contract policy ,then the orders may be implemented ,otherwise referred back.

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