

No.EDN-U(E-1V) Elem/TGT to PGT/.2018/ 206  
Office of the,  
Dy. Director Elementary Education Una Distt. Una (H.P)  
Dated:-Una, Dated 18.01.2018


To

All the Principals/ Headmasters,  
GSSS/ GHS Distt. Una (H.P.)

**Subject:-** Regarding inclusion the name in PGT panel amongst in-service TGT's processing Master Degree for Promotion as PGT in the Year 2018.

Memo:

In compliance to the Director of Higher Education, HP Shimla letter No. EDN-H(19)B(1)-6/2010-Promotion dated 26.12.2017 on the subject cited above. In this connection you are directed to send the case in duplicate to the undersigned up to 28.02.2018 as per direction given by the the Director of Higher Education, HP Shimla (letter aenclosed).

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

No.EDN-H(19)B(1)-6/2010-Promotion  
Directorate of Higher Education  
Himachal Pradesh

Dated Shimla-171001 <sup>th</sup> 26 December, 2017

To

All the Deputy Director of Elementary/Higher Education in HP.  
All the Principal in Govt.Sen. Sec. School in HP.  
All the Head Master in Govt. High School in HP.

**Subject:-** Regarding inclusion the names in PGT panel amongst in-service TGT'S Possessing Master Degree for promotion as PGT in the year 2018.

Memo:

On the subject cited above, it is informed to all the concerned that department is going to fill up various posts of PGT by way of promotion. Since there are two channel of promotion for TGT i.e. Head Master Cadre and PGT cadre, therefore in the light of instructions issued by Department of Personnel Government of HP on dated 03.12.2014(which is available on departmental website) a fresh cases are being called amongst eligible TGT's on Proforma-I (Mandatory for all eligible TGT willing for promotion in PGT cadre) through proper channel duly verified and recommended by the Principal/Headmaster and Deputy Director Elementary Education concern. The claim of promotion on the basis of earlier submitted case will not be entertained. The Deputy Director of Elementary Education will further consolidate the panel information on Proforma -II at their level and will submit the same in consolidated manner to Director Elementary on or before 28.02.2018 alongwith all relevant documents. All the particulars of the panel will be verified by the Director Elementary Education being appointing authority of TGT on prescribed Proforma-II and accordingly final panel will be prepared at this Directorate level. Any correspondence or case directly forwarded to this Directorate will not be entertained. It is informed that once candidate is promoted as per the option exercised such candidate will neither be entitled for consideration for promotion in the other channel nor will be allowed to withdraw the option, so exercised option shall be treated as final and irrevocable for entire service career. It will be sole responsibility of an individual as well as Principal/ Headmaster concerned that the case may be sent only after availability of consolidated certificate of Master degree and provisional certificates may not be entertained in any case otherwise defaulter will be viewed seriously. The candidates claiming promotion in SC/ST category may submit category certificate to justify their candidature. The candidates having master degree in more than one subject are directed to opt in one subject only otherwise department will be at liberty to consider candidature in any subject. The range of TGT seniority number fixed subject wise for panel 2018 is as under:-

Name of subject	Category	English, History, Political Science, Public Admn., Hindi,Economic,Physics,Chemistry, Biology, Mathematics Commerce, Informatics Practices Optional (Geog,Music, H.Sc.,Skt, Socio, )
Final TGT Sty. Number	General	All cases having five years regular service as on 28.02.2018
	SC/ST	All cases having five years regular service as on 28.02.2018

This letter is also available on Departmental website:[www.educationhp.org](http://www.educationhp.org)

Encls: Performa-I, II.

Endst. No. Even.

Copy forwarded for information & necessary action :-

- 1 The Director Elementary Education in Himachal Pradesh with the request to supply the panel on Proforma-II in consolidated manner please.
- 2 Guard File.

Director of Higher Education  
Himachal Pradesh

Dated:

Director of Higher Education  
Himachal Pradesh



**PROFORMA-I (For PGT Panel 2018)**

TO INCLUDE NAME IN TENTATIVE PANEL FOR PROMOTION TO THE POST OF PGT'S AMONGST IN SERVICE TGT'S HAVING MASTER DEGREE IN VARIOUS SUBJECTS

The Cases in duplicate to be submitted to the Deputy Director Elementary concerned as per following instructions:-

(It is informed that once candidate is promoted as per the option exercised such candidate will neither be entitled for consideration for promotion in the other channel nor will be allowed to withdraw option, so exercised and his/her option shall be treated as final and irrevocable for entire service career.)

Name of subject	Category	English/History, Political Science, Public Ad., Hindi, Economics, Chem, Physics, Biology, Mathematics, Commerce, Informatics, Practices / Optional (Geog, Music, H. Sec, Sta. Socio. )
Final TGT Svy. Number	General	SC/ST
		All Cases ( Five Years regular service as on 28.02.2018)
		All cases ( Five Years regular service as on 28.02.2018)

1	Name of Teacher (As per service record) _____ and Contract No _____									
2	Name of present school and district with telephone No. _____									
3	Post held (Designation i.e. TGT Arts/Medical/Non-Medical)									
4	Date of Birth _____									
5	Date of Appointment as TGT _____									
6	Final Seniority No. As TGT _____									
7	PMIS No. _____									
8	Integrity ( Vigilance/departmental enquiry if any status thereof)									
9	Subject in which promotion sought as PGT and date of option _____									
10	Category (Gen/SC/ST)									
11	Permanent Address _____									Contract No. _____
12	Whether served difficult/ hard area Yes or No ( If Yes name of school with exact period)									
13	Permission obtained if qualification acquired during service, yes or no if yes enclose permission order copy/ if no reason there of _____									
14	Whether in service TGT is Ex-serviceman yes or no _____									
15	Qualification _____									
	Name of the Exam Passed _____	Roll No. _____	Exact date of Passing the Exams _____	Name of Board/ University _____	Regular/ Correspondence _____	Total Marks _____	Marks obtained _____	Percentage _____	Attested copies to be enclosed _____	
	10 <sup>th</sup> _____									
	B.A/BSc./B.Com. _____									
	M.A/M.Sc./M.Com./MCA/ M.SC(ED) or any other PG Degree _____									
	B.Ed. _____									

**Note-I** In case of M.Sc. degree obtained in practical subject through correspondence after 06.04.2010 may attach enrollment/ registration certificate to this effect that he/she has been enrolled prior to cut of date 06/04/2010 otherwise case will not be entertained.

**Note-II** It may be ensured that no case without completion of probation period i.e. five years regular service as TGT has been forwarded in v/o all categories.

**I do certify that all the particular Sr.No.01 -15 are correct and I do opt for promotion in PGT cadre in one subject only.**

Signature of TGT

Certified that :-

- All the particulars shown from Sr.No. 01 -15 are true and correct hence verified.
- The TGT concerned has completed Probation period as TGT & Five year regular service as TGT and also opted for promotion as PGT and one copy of option may be sent with the case and one copy to be kept in school record.
- The final TGT Seniority Number and Category to which TGT has applied has been verified.

Signature of Principal/Headmaster