

No: EDN-U(E-V) Trs-2018/ 5029-5033

Office of the,

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

Dated:

24 August /2018

**OFFICE ORDER**

With the prior approval of the competent authority the following staff 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     | Seema Devi, Drawing Teacher    | GMS Khanpur U/C GSSS Santokhgarh (Boys) | GMS Malahat U/C GSSS Una (Girls)        | Vice Smt Sunita Kumari, in Condonation of Short Stay , without TTA/JT, in relaxation of ban on transfers. |
| 2     | Sunita Kumari, Drawing Teacher | GMS Malahat U/C GSSS Una (Girls)        | GMS Khanpur U/C GSSS Santokhgarh (Boys) | Vice Smt Seema Devi in Condonation of Short Stay , without TTA/JT, in relaxation of ban on transfers.     |
| 3     | Subhash Chand, Drawing Master  | GMS Kotla Khurd U/C GSSS Rainsary       | GSSS Takka                              | Against Vacancy in, condonation of Short Stay , without TTA/JT, in relaxation of ban on transfers.        |

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

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Deputy Director Elementary Education,  
Una Distt Una (HP)

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

- 1 The Director of Elementary Education HP Shimla for information w.r.t. their order No: EDN-Ele (III) B (6) -2/2016-17-C&V(Una)Transfer(A) Dated 14.08.2018..
- 2 The Principal , GSSS Santokhgarh(Boys)/ Una Girls / Rainsary /Takka Distt Una for necessary action and compliance . He will also ensure that the joining and relieving report be sent to this office immediately on joining /relieving of the official concerned. If transferee does not join his new place of posting within stipulated period after the expiry of joining time if allowed the concerned head inform to this office immediately for disciplinary action.
- 3 Guard File.

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Deputy Director Elementary Education,  
Una Distt Una (HP)

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

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|----|--|
| 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.             |
| 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.  |

-Sd-

*Dy Director Elementary Education  
Una Distt Una*