

No: EDN-U-(E-V)- Trans. Elem/2021- 1727 29  
Office of the,  
Deputy Director Elementary Education Una, Distt Una (H.P.)  
Dated: 3rd May 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	Shiv Kumar Shastri,	GMS Andoura Lower U/C GSSS Andoura	GSSS Kalruhi	Against Vacancy , without TTA/JT, 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 Teachers, if stay is more than one year and stands condoned relaxation in Contractual Policy has been accorded, then the transfer orders may be implemented, otherwise case may be referred back to this office.**
- 3. In case of regular Teacher , if stay is more than one year and stands condoned, the transfer order may be implemented, otherwise case may be referred back with complete feasibility report.**

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 w. r .to their order No: EDN-Ele (III) B (6) -2/2011-C&V (Una) Transfer(A) Dated 26.04.2021.
2. The Principal GSSS Andoura / Kalruhi Distt Una for information, 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 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. Individual concerned .

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 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 1st 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)**