

No. EDN-U(E-IV)TGT Regular./2020-21/ 1222
Office of the,
Dy. Director Elementary Education Una Distt. Una(HP)
Dated:- Una,the 27.04.2020

To

**All the Principals/Headmasters,
GSSS/ GHS, Distt. Una(HP)**

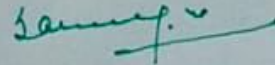
Subject:-

**Regarding regularization of contract appointees in the
Govt. Department instructions thereof.**

Memo:

It is to inform you that the Govt. is going to regularized the services of all contract employees in the state who have completed 3 Years of contract services as on 31.03.2020 without any break.

You are therefore directed that the particular of those TGTs/C&V contract teachers working under your control(including complex school)who have completed 3 Years of services as on 31.03.2020 without any break may be supplied to this office on Performa-A along-with supporting documents immediately failing which the individual concerned as well as the Principal/ Headmaster concern will be held responsible for the same.



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

SUBMISSION OF PARTICULARS IN R/O CONTRACT TGTs FOR REGULARIATION AFTER COMPLETION OF 3 YEARS CONTRACT 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 copy	Attach Certificate produced at the time of initial appointment.				
10	Detail of un-authorized absence period. If any till 31.03.2019 for which salary not drawn					
	From (Date)	To (Date)	No of days	Reason of un-authorized absence		
11	Total length of service as on 31.03.2019 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
	BA/BSc/B.Com					
	Professional qualification(ie B. Ed.)					
	TET (where applicable)					

Signature of Contract TGT

(Name.....)

- 1 It is certified that Sh. /Smt./Mrs. _____ is working as contract who was intially
- 2 His/her work and conduct is _____ during the period w.e.f _____
- 3 Certified that the information as mentioned above is correct as per the school relevant record.

Signature of Principal/Headmaster/DDO (official seal)

Date: _____

Name of Signing Officer _____