

No EDN-U (E-IV) – Elem –General- 25350-25525

Office of the, Deputy Director of Elementary Education
Una Distt. Una (H.P)

Dated:- Una The 19 September/2016

To,

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

Subject:-

Regarding Establishment Return of TGT Category as on 15.09.16.

Memo,

It is to inform you, that these are the standing instructions that the Establishment Return of TGT Category is to be supplied to this office quarterly. But it has come to the notice of undersigned that some of the Principals /Headmasters are not complying with the instructions and this office has to face great problem while updating Establishment Register.

You are further informed that, the establishment register of TGT Category is being updated by this office. You are therefore directed that the latest Establishment Return of TGT category of your School as well as your complex school may be supplied to this office within 5 days on the proforma given below.

Sr.. No	Category of post	Name of TGT with place of post- ing	DOB	Date of Apptt	Date since working in this school	Seniority No	PMIS No	Whether SC/ST/OBC/ EX.S.mam/ Handi- capped
	Arts /Med/ NM							

Whether Couple Case or Not	Regu- lar/Contract	Three Place of posting with With Period	Previous posting with	Perma- nent Home Address	Phone No	Mode of Ap- pointment i.e. ap- pointed through Department /promoted from JBT/C&V /through Commis- sion/
----------------------------------	-----------------------	---	--------------------------	-----------------------------------	----------	--

Deputy Director Elementary Education,
Una Distt Una.