

04/2020

MOST IMPORTANT

No.EDN-CHM(E-I)B(15)84/2018 — 01-07
OFFICE OF THE DY. DIRECTOR OF HIGHER EDUCATION,
CHAMBA.DISTRICT CHAMBA (H.P.)
DATED: CHAMBA -THE- 176310 1st April,2021

To

- 1.All The Principal GDC Chamba/Tissa/
Chowari/Salooni/Bharmour/Killar/Lylh/
Sihunta/Bhalei/Telka
- 2..All the Principals/Headmasters,
GSSS/GHS in Distt. Chamba(HP)
- 3.Commandent NCC Dalhousie.
- 4.Librarian Distt.Library Chamba(HP)
- 5.All The BEEO in Distt.Chamba(HP)


Subject:- Regarding requirement of particulars of Peon for promotion as
Lab. Attendant.

Memo:-

On the subject cited above,it is informed that as per existing R
& P rules for the promotion as Lab Attendant notify by Govt., all such peons
who have completed 5 years of regular service in the cadre will be eligible
for the promotion to the post of Lab Attendant, if they possess the
minimum education qualification of Matric with science or its equivalent
from a recognised board/university or matric with diploma in Lab attendant
or its equivalent from a recognised board/university.

Now,it will be the personal responsibility of the Head of
Office/Institution that the desired information of the concerned employees
should be checked properly from the service book as well as from
original record and the same information forwarded to this office on
prescribed proforma alongwith photocopies of other documents & work
and conduct certificate of last three year within Ten days form the
date of issuance of this letter. So that the promotion of concerned
official could be issued accordingly.

Encl: Proforma

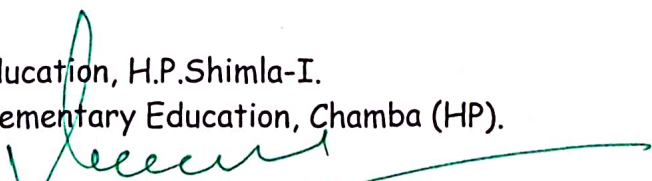

DY. DIRECTOR OF HIGHER EDUCATION,
CHAMBA.DISTRICT CHAMBA (H.P.)

ENDST.No.EVEN.....

DATED:.....01.....04-2021

Copy for information &n/a to:-

1. The Director of Higher Education, H.P.Shimla-I.
2. The Deputy Director of Elementary Education, Chamba (HP).


DY. DIRECTOR OF HIGHER EDUCATION,
CHAMBA.DISTRICT CHAMBA (H.P.)

PROFORMA

Proforma for promotion as Lab Attendant In R/o

1.	Name of Candidate with Mobile No	
2.	Father's Name	
3.	Date of Birth	
4.	Date of Regular Apptt. as Peon ,attached photocopy	
5.	Date of joining as Peon in the Deptt.attached photocopy	
6.	Total length of regular service as Peon.except Dies Non/EOL & also give the full detail of Dies Non period/EOL/penalty etc. with period ,if any.	
7.	Final Seniority No as Peon	
8.	Present place of posting with Tel.No.	
9.	Previous all posting with period	
10.	Education qualification i.e. 10 th ,+2 & permission copy etc. attached photocopy	
11.	Category SC/ST/OBC attached photocopy	
12.	Permanent Address	
13.	Integrity vigilance/ Dept. Enquiry if any thereof	
14.	Work & conduct certificate for last three year	
15.	PMIS Code	
16.	Whether served Tribal/Hard area, yes or No (if yes then indicate the station /institution with date	

I do certify that all particulars Sr. No 1 to 16 are correct.

Signature of concerned officials

Certified that all particulars shown at Sr. No 1 to 16 are true and correct, hence verified.

Signature of Head of office with seal