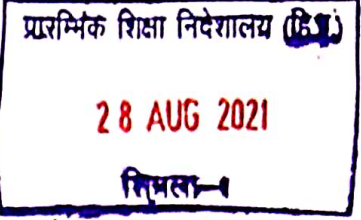


No. EDN-H(2)B(2)1/2021-Pro-JBT(TET)-Arts
Directorate of Elementary Education
Himachal Pradesh, Shimla-1



Dated: Shimla-171001 the 28th August, 2021

OFFICE ORDER

On the recommendation of the Departmental Promotion Committee the following TET pass in-service JBTs possessing minimum essential qualification as per the existing Recruitment & Promotion Rules of TGT dated: 31.05.20212 and who have opted for promotion to the post of TGT (Arts) are hereby promoted to the post of Trained Graduate Teacher (Arts) on regular basis in the Pay Scale of Rs 10300-34800/-+ Rs3600/-Grade Pay with immediate effect and further posted in the Schools shown against their names. Terms & conditions are appended below.

Sr. No.	Name of Teacher with present place of posting Sh./Smt./Miss.	D.O.B.	D.O. Appt./ Joining as a JBT on regular basis	Place of posting on promotion.
1	Vijender Singh, JBT, GPS Nihalgarh, BEEO Poanta Sahib, Distt Sirmour.	05.06.71	01.08.98	GHS Khodri Majri (Sirmour)
2	Kishori Lal JBT, GPS Shargha, BEEO Nirmand, Distt Kullu.	03.04.72	01.08.98	GSSS Showad (Kullu)
3	Shweta Bedi, JBT, GPS Sarol, BEEO. Kiani, Distt Chamba.	25.11.77	26.05.99	GSSS Thanai (Chamba)
4	Yogesh Kumar JBT, GPS Drahdha, BEEO Chamba Distt Chamba	17.04.79	25.05.99	GHS Annechar u/c GSSS Lyh (Chamba)
5	Kamal Kishore JBT, GPS, Chamyar, BEEO, Gopalpur, Distt Mandi	21.08.77	01.06.99	GMS Neri u/c GSSS Sandhole. (Mandi)
6	Lalita Sharma, JBT, GPS Mundaghat, BEEO Mashobra, Distt Shimla.	26.04.80	08.06.99	GSSS Chikhar (Shimla)
7	Tripta Devi, JBT, GPS Drahdha, BEEO Chamba, Distt Chamba.	06.04.80	29.05.99	GSSS Balera (Chamba)
8	Dhaneshwari Devi, JBT, GPS Dhaugi BEEO Banjar, Distt Kullu.	06.01.79	14.06.99	GHS Sari u/c GSSS Brehin (Kullu)

9	Man Singh,JBT,GPS Mandhubard.,BEEO Kalhel.Distt Chamba.	22.04.75	22.05.99	GSSS Jassourgarh (Chamba)
10	Anjana Thakur,JBT,GPSNANwai- I,BEEO Ramshahr,Distt Solan	30.11.79	30.11.02	GHS Karog (Solan)
11	Manoj Kumar Sharma,JBT,GPS Uchagoan,BEEO Arki,Distt Solan.	05.02.77	30.11.02	GHS Kharahatti (Solan)
12	Giri Raj JBT,GPS Haripir,BEEO Patta Mahlog,Distt Solan	28.09.74	03.12.02	GSSS Chhiachhi (Solan)
13	Chanchal Prakash,JBT,GPS Bhoj Anji BEEO Dharampur,Distt Solan.	21.10.76	07.12.02	GSSS Kasauli (Solan)
14	Manish Sood,JBT,GPS.Gharnot,BEEO Panchrukhi ,Distt Kangra.	02.01.79	03.12.02	GHS Barran (Kangra)
15	Usha Kumari,JBT,GPS Mindra,BEEO Hardaspura Distt Chamba.	15.02.79	04.12.02	GSSS Bhariankothi (Chamba)
16	Neelam Sehgal,JBT,GPS Karkoti,BEEO Sihunta,Distt Chamba.	18.10.74	18.12.02	GSSS Sunara (Chamba)
17	Rajender Kumar.JBT,GPS Baila Gajon BEEO Kffota,Distt Sirmour	13.11.74	05.12.02	GHS Banona (Sirmour)
18	Hem Raj JBT,GPS Kalhle BEEO Kalhel,Distt Chamba.	12.06.81	07.12.02	GSSS Kalhel(Chamba)
19	Vinod Kumar,JBT,GPS.Parla- Giaboung,BEEO Pooh,Distt Kinnaur.	10.01.73	16.12.02	GSSS Pooh (Kinnaur)
20	Sarita,JBT,GPS Trisari,BEEO Kullu-II Distt Kullu	19.12.79	28.11.02	GSSS Hirab (Kullu)
21	Bharti Devi,JBT,GPS,Ladhyani,BEEO Ghumarwin Distt Bilaspur.	13.03.80	03.12.02	GSSS Chamian (Solan)
22	Ramesh Singh.JBT,GPS Laddi,BEEO Kiani Distt Chamba	01.03.74	04.12.02	GSSS Sirkund (Chamba)

23	Vinod Kumar, JBT, GPS Samloun, BEEO, Rewalsar Distt Mandi	03.05.80	07.12.02	GMS Bhadoo u/c GSSS Gharwasra (Mandi)
24	Mahajan Singh, JBT, GPS, Dhingu, BEEO Ghumarwin, Distt Bilaspur.	15.04.72	04.12.02	GSSS Khatnol (Shimla)
25	Vinod Kumar, JBT, GPS Eaguraa, BEEO Sunder Nagar-II (Mandi) Distt Mandi.	15.07.76	18.02.02	GHS Majhan (Kullu)
26	Krishan Lal, JBT, GPS Bardhin BEEO Ghumarwin-II, Distt Bilaspur.	11.03.68	01.01.06	GSSS (Gumma) Kotkhai (Shimla)
27	Kamala Kumari, JBT, GCPS Jamsai, BEEO, Dharampur-I at Sajao-Piplu (Mandi)	16.05.69	01.01.06	GSSS Gadda Kufri (Shimla)
28	Sanjay Mahajan, JBT, GPS Saha-II BEEO Chamba-4(Chamba)	28.01.72	01.01.06	GSSS Ranukothi (Chamba)
29	Inder Singh, JBT, GPS Anglot, BEEO Banikhet Distt Chamba.	12.02.72	01.01.06	GSSS Batot (Chamba)
30	Sandesh Kumari, JBT, GPS Nainikhad BEEO Banikhet (Chamba)	5.03.76	01.01.07	GSSS Chaned (Chamba)
31	Aarti Gupta, JBT, GPS JathiaDevi, BEEO Shimla.HP	16.09.85	31.08.07	GSSS Dargi (Shimla)
32	Bindu Sharma, JBT, GPS, Ghirtheri, BEEO, Hamirpur, Distt Hamirpur.	28.08.83	28.08.07	GSSS Bohli (Solan)
33	Urmila Devi, JBT, GPS Jhakri-I BEEO Sarahan Distt Shimla.	04.04.84	03.09.07	GSSS Sarahan (Shimla)
34	Anita JBT, GPS Katharu BEEO Palampur, Distt Kangra.	04.04.67	01.10.07	GHS Harot (Kangra)
35	Suresh Kumar, JBT, GPS , Samirpur, BEEO, Bhoranj, Distt Hamirpur.	01.05.68	01.10.07	GMS Kandhi Tikar u/c GSSS Pressi (Mandi)
36	Roshan Lal, JBT, GPS Kunhi BEEO Dhundan, Distt Solan.	12.10.69	01.10.07	GHS Ladog (Solan)
37	Seema Devi. JBT, GPS Khanog BEEO Dharampur, Distt Solan.	08.12.72	01.10.07	GHS Anhech (Solan)

38	Manoo Mahesh, JBT, GPS, Daunta, BEEO, Kandaghat, Distt Solan.	25.10.73	01.10.07	GHS Mandri (Shimla)
39	Dalip Chand, JBT, GPS Daroh BEEO Bhawarna, Distt Kangra.	29.11.73	01.10.07	GSSS Sanghal (Kangra)
40	Pradeep Kumar, JBT, GPS Bugar, BEEO Dhundan, Distt. Solan.	02.02.74	01.10.07	GHS Shehrol (Solan)
41	Chander Kishore, JBT, GPS Laghechi, BEEO Kuthar, Distt Solan.	20.03.74	01.10.07	GSSS Patta Brawari (Solan).
42	Bharat Bhushan, JBT, GPS Sathar, BEEO Rajgarh, Distt. Sirmour.	06.06.74	01.10.07	GSSS Sanora (Sirmour)
43	Sunil Kumar, JBT, GPS Luhna, BEEO Nagrota Bagwan, Distt. Kangra	01.07.74	01.10.07	GHS Amroh (Kangra)
44	Mast Ram, JBT, GPS Nihalgarh, BEEO Paunta Sahib, Distt. Sirmour	02.07.74	01.10.07	GMS Samah u/c GSSS Kaffota (Sirmour)
45	Santosh Kumari, JBT, GPS Panyala, BEEO Hamirpur Distt. Hamirpur.	14.11.74	01.10.07	GSSS Gagrahi (Kangra) against vacancy due to retirement of present incumbent on 31.08.21.
46	Gagan Kumar Chaturvadi, GPS Baprohan BEEO, Arki, Distt, Solan	14.12.74	01.10.07	GMS Bangora u/c GSSS Bathalag (Solan)
47	Narender Mohan, JBT, GPS Beon BEEO, Kotkhari, Distt Shimla.	07.02.75	01.10.07	GBSSS Kotkhari (Shimla)
48	Soni, JBT, GPS Shallang, BEEO Kullu-II, Distt. Kullu.	10.02.75	01.10.07	GSSS Manikaran (Kullu)
49	Vijay Kumar, JBT, GPS Samirpur, BEEO, Bhoranj, Distt Hamirpur.	23.02.75	01.10.07	GSSS Mohari (Shimla)
50	Sohan Lal Thakur, JBT, GPS Mahavan, BEEO Karsog-I, Distt. Mandi	25.02.75	01.10.07	GMS, Jamnu u/c GSSS Tattapani (Shimla)
51	Tharvan Lal, JBT, GPS Sagtehar, BEEO Kullu-I, Distt. Kullu	12.04.75	01.10.07	GMS Moin u/c GSSS Luhri (Kullu)
52	Prakash Chand, JBT, GPCS Sounl	11.05.75	01.10.07	GMS Jadeog u/c GSSS

	,BEEO Kasaumpti Distt Shimla.			Sandhu (Shimla)
53	Pritam Kumar Sharma, JBT, GPS Chebri, BEEO Jubbal, Distt. Shimla	16.07.75	01.10.07	GHS Chebri u/c Jharag-Nakrari (Shimla)
54	Nidhi Sood, JBT, GCPS(B) Joginder Nagar, BEEO Drang-I, Distt. Mandi	08.10.75	01.10.07	GHS Gunehar (Kangra)
55	Ajay Pal Singh, JBT, GPS Ansui, BEEO Rait, Distt. Kangra	18.11.75	01.10.07	GSSS Bathari (Chamba)
56	Arvind Sharma, JBT, GPS Karaur, BEEO Kullu-II Distt Kullu.	28.11.75	01.10.07	GMS Grahan u/c GSSS Manikaran(Kullu)
57	Sanjay Kumar, JBT, GPS Kallar, BEEO Ghumarwin-II, Distt. Bilaspur	01.12.75	01.10.07	GSSS Piran (Shimla)
58	Jaya Rani, JBT, GPS Shamror, BEEO Kandaghat, Distt Solan.	30.01.76	01.10.07	GSSS Kotla (Solan)
59	Dharam Singh, JBT, GCPS Baag Pandol, BEEO Chauntra-II, Distt. Mandi	19.02.76	01.10.07	GSSS Tamber (Kangra)
60	Bhim Sen, JBT, GPS Thachi, BEEO Seraj-II, Distt. Mandi	17.04.76	01.10.07	GSSS Thachi(Mandi)
61	Hem Chand, JBT, GPS Lohara, BEEO Balh, Distt. Mandi	18.05.76	01.10.07	GGSSS Kotkhari (Shimla)
62	Magha Traina, BEEO Chamba. Ram. JBT, GPS Chamba, Distt	06.06.76	01.10.07	GSSS Baggi (Chamba)
63	Lata Kumari, JBT, GPS ,Pali Shaman ,BEEO Drang-I, Distt. Mandi	22.06.76	01.10.07	GHS Rowa (Mandi)
64	Kuldeep Singh, JBT, GCPS Balhkwar, BEEO Chauntra-II, Distt. Mandi	24.06.76	01.10.07	GMS Bakhan u/c GSSS Kharga (Kullu).
65	Neelam Kumari, JBT, GPS Gutkar, BEEO Balh, Distt. Mandi	08.07.76	01.10.07	GSSS Barshaini (Kullu)
66	Sunil Dutt, JBT, GPS Taldhar, BEEO Rajgarh, Distt. Sirmour	17.07.76	01.10.07	GMS Bathuadhar u/sGSSS Dehan

				(Sirmour)
67	Mohan Singh, JBT, GPS Khajoor, BEEO Chauntra-II, Distt. Mandi	23.08.76	01.10.07	GMS Basahi u/c GSSS Makreri (Mandi)
68	Anju Bala, JBT, GPS Ganoti, BEEO Kasumpti, Distt Shimla.	05.09.76	01.10.07	GSSS Khatnol (Shimla)
69	Vikrant Singh, JBT, GPS Kadreti, BEEO Nagrota Surian, Distt. Kangra	22.06.76	01.10.07	GHS Baggi (Kangra)
70	Sarla, JBT, GPS Chhaki BEEO Nagar, Distt Kullu.	11.10.76	01.10.07	GHS Malana (Kullu)
71	Rakesh Kumar, JBT, GPS Chella- I, B, E.E.O-Drang-I Distt Mandi.	14.10.76	01.10.07	GSSS Swar (Mandi)
72	Bhikham Ram, JBT, GPS Kandyalu, BEEO Drang-I, Distt. Mandi	29.10.76	01.10.07	GHS Jhout (Mandi)
73	Sinam Kumar, JBT, GPS Tansal, BEEO Chauntra-II, Distt. Mandi	01.11.76	01.10.07	GMS Bhirri u/c GSSS Chadhari (Kangra)
74	Ashwani Kumar Bugal, JBT, GCPS Sudhhrani, BEEO Seraj-II, Distt. Mandi	14.11.76	01.10.07	GSSS Devdhar (Mandi)
75	Jagdish Chand, JBT, GPS Chabh, BEEO Drang-I, Distt. Mandi	13.12.76	01.10.07	GSSS Kangel (Shimla)
76	Maya Devi, JBT, GCPS Hataun, BEEO Sadar-II, Distt. Mandi	04.01.77	01.10.07	GSSS Purag (Shimla)
77	Kaushalya Devi, JBT GPS Mithania BEEO Kandaghat, Distt Solan	13.01.77	01.10.07	GHS Korag (Solan)
78	Prakash Chand, JBT, GPS Gadai, BEEO Saigloo, Distt Mandi	16.01.77	01.10.07	GSSS Kothi Gehri (Mandi)
79	Khimi Devi, JBT, GPS Bhojpur, BEEO, Sundernagar-I, Distt. Mandi	20.01.77	01.10.07	GHS Gunah (Solan)
80	Karan Singh, JBT, GPS Bhararu, BEEO Drang-I, Distt Mandi	13.03.77	01.10.07	GMS Chabh u/c GSSS Nohli (Mandi)
81	Naveen Kumar, JBT, GPS, Saloh, BEEO, Ch	15.03.77	01.10.07	GSSS Sunara (Chamba)

	amba-I, Distt Chamba.			
82	Murari Lal, JBT, GPS Gadanal, BEEO Sadar-I, Distt. Mandi	01.04.77	01.10.07	GSSS Dhangara (Mandi)
83	Rekha Devi, JBT, GPS, Jervi, BEEO Karsog-II, Distt Mandi.	02.05.77	01.10.07	GSSS Dubloo (Shimla)
84	Neelam, JBT, GPS Jathaunda, BEEO Saigaloo. Distt Mandi.	12.06.77	01.10.07	GSSS Balag (Shimla)
85	Puran Chand, JBT, GCPS Randoul, BEEO Karsog-II, Distt. Mandi	01.12.77	01.10.07	GMS Dochi u/c GSSS Sarot (Shimla)
86	Anita JBT, GPS Karasu, BEEO Kullu-II Dist Kullu.	01.01.79	01.10.07	GMS Tosh u/c GSSS Barsheni (Kullu)
87	Mohar Singh, JBT, GPS Thanang, BEEO Nichar, Distt. Kinnaur	10.04.80	01.10.07	GMS Kafnoo u/c GSSS Katgoan (Kinnaur)
88	Pramod Kumar, JBT, GPS Kolang, BEEO Keylong-I, Distt. Lahaul & Spiti	20.04.80	01.10.07	GMS Kardang u/c GSSS Keylong (L&S)

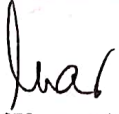
Conditions for Personal Attention

Before the above orders are implemented, the concerned Head of Institution will ensure that the promotees fulfill the appended conditions:-

1.	The above promotees will join at the place of his/her posting on promotion within 15 days from the date of issuance of this order failing which the promotion orders shall deem to be withdrawn automatically for one year or till the date of next D.P.C whichever is later. No specific orders with reference to withdrawal of promotion will be issued separately.
2.	The above promotion is subject to review due to any consequential administrative reasons. If any discrepancy on any account comes to the notice then relieving/joining may not be accepted and the matter may be brought in to the notice of HOD for further necessary action.
3.	The Govt. servant so promoted shall have to serve any part of the State including tribal and hard area.
4.	Before relieving the official to join at the new place of posting on promotion, it may be ensured that no departmental enquiry/vigilance case is pending against any of the promotees.
5.	The seniority in Trained Graduate Teachers cadre of these promotes shall be determined on the basis of their position of seniority held in the present cadre.

6.	The JBT teachers have been posted taking into consideration their appointments as regular JBT trained, not untrained teachers. The Head of concerned Institution under whose control the promotes are at present working shall confirm before issuing the orders that the date of appointment given against each name above is as regular trained teacher, not as untrained teacher. If it is not, in that event promotion orders will not be implemented. Such cases be referred back indicating date of their regular appointment as trained teacher.
7.	That the educational and professional qualifications possessed by the concerned JBT teacher will be the same as prescribed by the department for the post of TGT in the concerned group (Subject) <u>before the joining report is accepted</u> . The Head of the school will ensure that the educational and professional qualification possessed by the candidate is from a recognized University. Necessary verification to this effect is to be made by the Head of the concerned school at the time of his/her joining. Duly attested copies of certificates awarded to the candidates by the recognized University/Board be kept in the office for record.
8.	That the candidate will produce certificate regarding their status as SC/ST at the time of their relieving/joining.
9.	That every promotee will submit attested copies of Graduation/B.Ed./TET Certificate detail marks sheet along with degrees to the Principal/Headmaster concerned before orders are implemented.
10.	That in case of any factual error/omission is deducted later on, the promotion orders so issued will be withdrawn and the concerned teacher shall have no claim for the same. The Principal/Headmaster will obtain an undertaking to this effect from every promotee before they are relieved on promotion to the next station.
11.	The newly promoted teachers have to furnish an undertaking under the provision of FR 22(1)(a)(1) within one month of their joining duly countersigned by the Principal/Headmaster of concerned school.
12.	The above official will be entitled to TA/DA as admissible under the rules.

These orders are available on the departmental website of this Directorate i.e. himachal.nic.in/eledu.


Director Elementary Education
Himachal Pradesh, Shimla-1

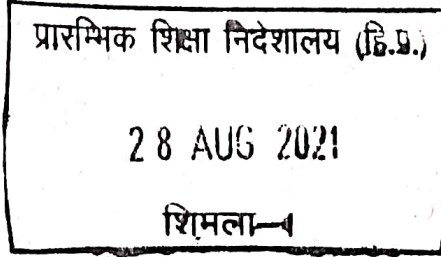
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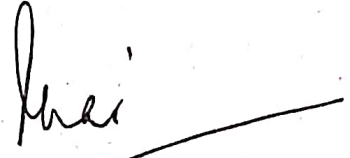
Copy for information and further necessary action to:-

1. The Secretary (Edu.) to the Govt. of HP, Shimla-2 for information please.
2. All the Deputy Director of Elementary Education, H.P.
3. The concerned Principal/Headmaster with the direction to ensure that all the promotees must possess the required qualifications for the post of TGT (Arts). Their joining report be sent to this office as per "ANNEXURE II" within fortnight after the stipulated period to this Directorate as well as to the concerned DDEE.
4. The concerned BEEOs with the directions that all the promotee JBTs be directed to join their new place of posting within stipulated period after ensuring handing/taking over the complete charge what so ever is with the concerned teacher and to ensure Relieving/Forgo

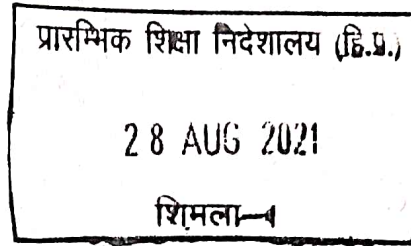
information as per ANNEXURE I, III within fortnight positively after the stipulated period to this Directorate as well as concerned DDEE. If the above promotee has been transferred to other institution, the concerned BEEO will ensure to send the promotion orders to the school where he/she has been transferred and report thereof be sent to this Directorate immediately.

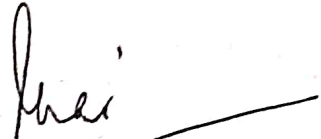
5. The Superintendent E-IV (Internal) Directorate of Elementary Education HP, Shimla-1.
6. The In-charge IT Cell (Internal) with the direction to upload the same on the departmental website.
7. The D.A. dealing with Seniority/Transfer matters in the Establishment Branch-II (Internal) Directorate of Elementary Education HP, Shimla-1.
8. The individual concerned.
9. Guard file.




Director Elementary Education
Himachal Pradesh, Shimla-1

- information as per ANNEXURE I, III within fortnight positively** after the stipulated period to this Directorate as well as concerned DDEE. If the above promotee has been transferred to other institution, the concerned BEEO will ensure to send the promotion orders to the school where he/she has been transferred and report thereof be sent to this Directorate immediately.
5. The Superintendent E-IV (Internal) Directorate of Elementary Education HP, Shimla-1.
 6. The In-charge IT Cell (Internal) with the direction to upload the same on the departmental website.
 7. The D.A. dealing with Seniority/Transfer matters in the Establishment Branch-II (Internal) Directorate of Elementary Education HP, Shimla-1.
 8. The individual concerned.
 9. Guard file.




Director Elementary Education
Himachal Pradesh, Shimla-1

**ANNEXURE-III
FORGO OPTION**

No.....
Office of Principal/Headmaster
GSSS/GHS..... Distt..... (HP)
Tele No.....
Dated 2021

To

The Director of Elementary Education,
Himachal Pradesh, Shimla-1

Subject:- Information regarding forgo the promotion to the post of TGT (Arts) in r/o
Mr./Mrs./Miss. JBT, Category (Gen/SC/ST)

I have the honour to refer your office order No. EDN-H(2)B(2)1/2021-
Pro-JBT(TET)-Arts dated 28th August, 2021. In this regard, it is submitted that
Mr./Mrs./Miss.....JBT, Category(Gen/SC/ST)
PMIS Code....., who was promoted as TGT (Arts), has opted to forgo
the promotion as per his/her written option in this regard which is duly countersigned by
me & is enclosed herewith for your further necessary action please.

It is further submitted that entry to this effect has been made in the service
book of individual concerned and copy of forgo option has also been pasted in his/her
service book.

Block Elem. Edu. Officer
(Signature with office seal)
Full Name
Designation.....
Phone No.....

Endst No. Even Dated:

Copy forwarded for information and further necessary action to:-

1. The Dy. Director of Elementary Education, District.....(HP).
2. The Principal/Headmaster, GSSS/GHSDistrictHP.
3. The individual concerned.

Block Elem. Edu. Officer
(Signature with office seal)

ANNEXURE-I
RELIEVING ORDER

No.....
Office of BEEO
BEEO..... Dist..... (HP)
Tele No.....
Dated 2021

OFFICE ORDER

Consequent upon his/her promotion to the post of TGT (Arts) vide Office Order No. EDN-H(2)B(2)1/2021-22 JBT(TET)-Arts issued from Directorate of Elementary Education Himachal Pradesh, Shimla-1 on 28th August, 2021 Mr./Mrs./Miss..... JBT, category

(Gen/SC/ST), PMIS Code....., who has opted for the promotion as TGT and has acquired Bachelor, B.Ed. Degree from the University duly recognized by the UGC and the Govt. of HP i.e..... (Name of University) is hereby relieved from this institution today on dated with the direction to report to the Principal/Headmaster, GSSS/GHS District (HP). He/She has handed over the complete charge in respect of all the assignment held by him/her in the institution.

He/She has availed Casual Leave,R/H during calendar year 2021.

Block Elem. Edu. Officer
(Signature with office seal)
Full Name
Designation.....
Phone No.....

Endst No. Even, Dated
Copy forwarded for information and further necessary action to:-

1. The Director of Elementary Education, HP, Shimla -1
2. The Dy. Director of Elementary Education, District.....(HP).
3. The Principal/Headmaster GSSS/GHSDistrictHP.
4. The individual concerned.

Block Elem. Edu. Officer
(Signature with office seal)

**ANNEXURE-II
JOINING ORDER**

No.....
Office of Principal/Headmaster
GSSS/GHS..... Dist..... (HP)
Tele No.....
Dated 2016

OFFICE ORDER

Consequent upon his/her promotion to the post of TGT (Arts) vide Office Order No. EDN-H(2)B(2)1/2021-Pro-JBT(TET)-Arts issued from Directorate of Elementary Education Himachal Pradesh, Shimla-1 on th 28August, 2021 Mr./Mrs./Miss..... JBT, category (Gen/SC/ST) PMIS Code....., who has opted for the promotion as TGT and has acquired Bachelor & B.Ed. Degree from the University duly recognized by the UGC and the Govt. of HP i.e..... (Name of University) joined in this institution today on dated (FN/AN).

Principal/Headmaster
(Signature with office seal)
Full Name
Designation.....
Phone No.....

Endst No. Even Dated

Copy forwarded for information and further necessary action to:-

1. The Director of Elementary Education, HP, Shimla -1.
2. The Dy. Director of Elementary Education, District.....(HP).
3. The BEEODistrictHP.
4. The individual concerned.

Principal/Headmaster
(Signature with office seal)