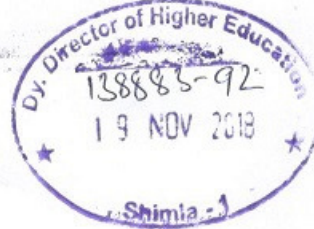


No. Shiksha-Shimla (1-4) B-18/2014-Misc-
O/O the Dy. Director Higher Education,
Shimla, Distt. Shimla, H.P.



Dated-Shimla-171001, the.

To

1. The Deputy Director Elementary Education, Shimla, Distt. Shimla-04.
2. All the Principals, Govt. Degree Colleges in Distt. Shimla.
3. The Group Commander, NCC Group H/Q Shimla.
4. All the Commanding Officers, NCC Coy. In Distt. Shimla.
5. All the Principals of Govt. Sen. Sec. Schools in Distt. Shimla.
6. All the Headmasters of Govt. High Schools in Distt. Shimla.
7. Incharge, State Library Shimla-01.
8. Incharge, Distt. Library Theog, Distt. Shimla.
9. Incharge, Tehsil Library Kotkhai, Distt. Shimla.

Subject:- Submission of list of Lab. Attendant/Class-IV who are retiring w.e.f. 01.01.2019 to 31.12.2019.

Memo,

On the subject cited above, you are directed to provide the information of such Lab. Attendant/ Class-IV who are going to retire w.e.f. 01.01.2019 to 31.12.2019. The desired information may be provided on following points:-

Sr.No	Name of employee	Designation	Place of posting	Date of Birth	Date of Retirement	Remarks
1.						

In this regard, you are directed to provide the list of such Lab. Attendant/ Class-IV under your control who are going to retire between 01.01.2019 to 31.12.2019 as per proforma mentioned above and provide the same to this office **within three days**.

It is also directed to send the pension case to the AGHP Shimla under your control before six months of retirement positively.

Sharma
Dy. Director Higher Education,
Shimla, Distt. Shimla-01.