

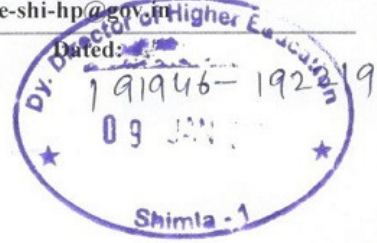
Office of The Deputy Director Higher Education, District Shimla, Shimla-1

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No. Shiksha-Shimla-5-2 (Trainings) - 2019-20 -

To,

The all Principals/Headmasters,
GSSS/GHS of District Shimla,



Sub: Regarding list of Employees of various categories who have not attended the training at SCERT, Solan H.P.

Memo,

This is in reference to the Principal SCERT, Solan HP office letter No. EDN/SLN/SCERT /Trg /2017- 4039-45 dated 24-12-2018, on the above cited subject .

In this context, you are directed to provide the detail of employees of your school, who have not attended the Training programme at SCERT, Solan HP.

The detail of information may be provide on the following format.

| SN | Name of School | Name of Employee | Designation | Attended | Not Attended |
|----|----------------|------------------|---------------------|----------|--------------|
| | | | Principal | | |
| | | | Headmaster | | |
| | | | Superintendent | | |
| | | | Assistant Librarian | | |
| | | | Senior assistant | | |
| | | | SLA | | |
| | | | Clerk | | |
| | | | LA | | |

This information is required urgently, therefore you are directed to supply the information at earliest. **Any lapse in the matter will be viewed seriously and action as warranted under rules will be initiated against defaulters.**

Sdr

Deputy Director of Higher Education,
District Shimla, US Club, Shimla-1

Endorsement No. Even, Dated: Shimla, the, _____

Copy to the following for information & necessary action:-

- ✓ 1 The Director of Higher Education, HP. Shimla -1, for information, please.
- 2 The NO (IT) to upload the same on this office website at earliest.

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Deputy Director of Higher Education,
District Shimla, US Club, Shimla-1