

No:Shiksha-Shimla(5-2)Misc. 1446498-5
O/o the Dy. Director of Higher Education,
Shimla, District Shimla-171001



Dated: Shimla-171001

To, All the Principal/Headmaster,
GSSS/HS/ in Shimla District.

Subject:- शिक्षा कोड में प्रावधान किये जाने बारे।
Memo,

With reference to the Director of Higher Education, Himachal Pradesh Shimla-01 office letter No. EDN-HE(21)A(3)37/2011-V dated: 15-11-2016 which a photo copy of letter (copy attached) received from the Principal Secretary (Education) to the Government of Himachal Pradesh on the subject cited above vide and it has been noticed by the Government that Principals School Cadre, School Lecturers/PGTs/Ministerial staff etc. are corresponding directly with the Government instead sending proposals/requests through proper channel.

In this connection, your attention is invited to the Government of India decisions No.26, 26-A and 26-B read with Rule 3(1)(iii) of the CCS (Conduct) Rules, 1964 which provide that the Government servant will do nothing which is unbecoming of a Government servant and also to the para 8.5.1 of Office Manual, which provides that no member of the Department shall submit any letter/representation direct to the Governor/ Chief Minister/Minister/Ministers/ Chief Secretary/ Secretary/Special Secretary/ Additional Secretary/ Joint Secretary/Deputy Secretary/Under Secretary/ or Head of the Department/Office. All communications should be sent through proper channel.

Therefore, all the concerned officers/officials i.e Principals School Cadre, School Lecturers/PGTs/Ministerial staff etc. are directed to adhere to these instructions in letter and spirit and failure to observe these instructions shall be severely dealt with under the CCs (Conduct) Rules.

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Dy. Director of Higher Education
Shimla, District-Shimla, HP

Endorsement No. Even, Dated: Shimla-1, the _____

Copy for information to,

1. The Director of Higher Education Himachal Pradesh, Shimla-01 for information please.
2. The Nodal Officer IT Internal with the request to upload this letter in the office website.
3. Guard File

[Signature]
Dy. Director of Higher Education
Shimla , District-Shimla, HP