

No. Shiksha-Shimla (1-4) B-13/2013-PTWCs as Daily Paid
O/o the Deputy Director Higher Education
Shimla, District-Shimla, HP, 171001



Dated: Shimla-171001 _____

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 Kotkhair, Distt. Shimla.

Subject: - Conversion of PTWCs to Daily Wager employee.

Memo,

Your attention is invited on the above cited subject. In this context, you are directed to provide the following documents of such PTWCs who shall complete the 8 years of continuous service as on 30.09.2017 along with their service particulars on Appendix-A (appended on the reverse), immediately to proceed further in the matter: -

1. Copy of Appointment Order
2. Copy of joining report
3. Work & Conduct certificate
4. Certificate of educational qualification
5. Date of Birth certificate.
6. Certificate of continuous service.


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

“Annexure-A”

Sr. No.	Name of Part Time Water Carrier/Sweeper	D.O.B.	D.O.J.	Category	Educational Qualification	Period of E.O.L. availed, if any
1	2	3	4	5	6	7

Note:- If EOL availed in medical grounds, medical certificate be attached.

Principal/Headmaster

Countersigned by

Deputy Director of Higher/Elementary Education
Shimla, District-Shimla (With Seal)