



No. Shiksha Shimla (1-3) Misc. /2015
O/o Dy. Director Higher Education
District Shimla H.P. U.S Club Shimla-171001
Web Site:- ddheshimla.com, E-mail:- ddheshimla@rediffmail.com
Dated Shimla the Nov. 2016

To

The Principal,
GSSS.....
Shimla, Distt. Shimla HP

Subject:- Regarding School wise, Subject wise enrolment and Lecturers/ PGT in Distt. Shimla.

Memo,

In Continuation to this office letters Even No. Dated 21.06.2016, 26.8.2016 & 15.10.2016 on the subject cited above. You were directed to send the proforma every year before 30.6.2016.

You are once again directed to supply school wise, class wise enrolment and PGT/ Lecturers in position of your school as per Performa is attached herewith to this office before 11. 11.2016 through E-mail or special messenger positively. It may be ensured that the said information may be supplied to this office every year before 30 June and maintain the information accordingly at your end also. You shall be personally responsible for any kind of delay in submitting this information. Failing which the list of defaulter will be submitted to the higher authority for necessary action. **The list of defaulter schools is attached.**

This must be given personal attention and top priority

—sd—
Dy. Director Higher Education,
Shimla H.P. U.S. Club Shimla-01

Endst. No. Even dated: Shimla-171001

the

Copy to :-

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

Dy. Director Higher Education,
Shimla H.P. U.S. Club Shimla-01

PERFORMA

(To be sent by All the Principal (School) to ddhe and DE by every 15th July of every year

Of GSSS.....,Distt.....

Year of up gradation.....vude Notification No.....

Date of functioning.....email id.....

No. of Sanctioned posts Lect./PGTs.....Notification vide which posts are sanctioned.

Date of starting Commerce classes	Subject/Post	Enrolment As on 30th June		Principal /Lect./PGTs in Position			Name of Principal/ PGTs/Lect. Posted against the post.	Whether Regular/Par a/GIA/ SMC
		+1	+2	Sanctioned Post	Vacant	Filled		
Date of starting Science classes	Principal english							
	Hindi							
Telephone/Mobile No. with STD Code	History							
	Pol.Science							
	Economics							
	Maths							
Whether Sub- cadre/Gen. Area/Tribal	Sanskrit							
	Geography							
	Sociology							
	Music							
	Vocal							
	Instr							
Constituency& CD Block	Pub. Admn.							
	Psychology							
Whether Running	Home Science							
Sc.	Comm	IP						
	Commerce							
Total No. of post of PGTs/Lect. Sanctioned	Physics							
	Chemistry							
	Biology							
	IP							
Status of Vocational Stream	Phy. Education							
Yes	No							
NVEQF	Other							
Detail of Nearby 05 GSSSs:								
Name of GSSS	Science	Commerce	IP	Vovatio nal	Distance from the institution in KM.			
1								
2								
3								

Remarks regarding withdrawn/ allotment of additional posts if any.....

Sign of verifying officer (Principal)