

No. Shiksha Shimla 5-2/ PMIS-3/2015--
O/o Dy. Director Higher Education
Distt .Shimla, Shimla-1



To Dated: Shimla the June, 2016,

1. The All Principals of GSSS, District Shimla.
2. The All Headmasters of GHS, District Shimla.
3. The incharge NCC office, District Shimla.
4. The Incharge State Library, Ridge Shimla.
5. The Incharge District Library, Theog, District Shimla.
6. The Incharge Tehsil Library, Kotkhai, Rohru and Rampur.
7. The All BEEOs, District Shimla

Subject: Regarding PMIS Updation.
Memo,

In compliance with Director of Higher Education letter No.- EDN-HE (1) 10/2008-PMIS DATED 09-06-2016, on the above cited subject. In this context, undersigned has been directed to issue necessary directions to all the Heads of institutions to update and verify the service books in PMIS within 15 days positively and to fix the responsibility for non-compliance against the defaulters.

As you are aware that the updation and verification of the service books in PMIS is required at Directorate level for transfer/promotion/pay fixation of employees. The necessary directions and guidelines in this regard have already been issued to you time and again.. PMIS updation and verification of the service books of employees must be done on regular basis as it is continuous process.

Therefore, you are once again directed to complete the process of updation and verification of all employees on PMIS of your institutions within 15 days positively, failing which you will be held responsible for any lapse, and correct information in this regard may be submitted to this office according to online establishment on prescribed format.

[Signature]
Dy. Director Higher Education
Distt. Shimla, Shimla.
Dated

15/6/16

Endst. No. Even

Copy forwarded for information & necessary action to:

1. The Director Higher Education Himachal Pradesh Shimla-1
2. The Deputy Director Elementary Education, District Shimla for further necessary action.

[Signature]
Dy. Director Higher Education
Distt. Shimla, Shimla.

15/6/16