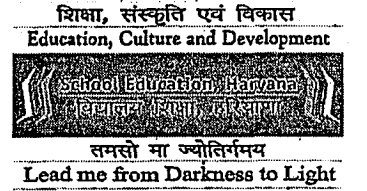




GOVERNMENT OF HARYANA/हरियाणा सरकार
Directorate School Education
विद्यालय शिक्षा निदेशालय



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From

Director Elementary Education
 Haryana, Panchkula

To

All District Elementary Education Officers
 In the State of Haryana

Memo No: 15/9-2018-HRM-1(2)

Date: 19.03.2018

Subject: Regarding updation of MIS record of HT/PRT/JBT/C&V teachers being considered for promotion to the post of TGTs.

In continuation of notice dated 24.01.2018 on the subject cited above, on the basis of qualification data filled by teachers in MIS portal, department has prepared a tentative list of employees eligible for promotion to the post of TGT in various subject.

It is intimated that Department will follow the following procedure to finalize the promotions from HT/PRT/JBT teachers to the post of TGT.

1. Tentative list of employees eligible for the promotion will be prepared on the basis on qualification & experience details filled by employee on their MIS Profile. List will be published on department's website.
2. Interested eligible employees will submit their consent/willingness for promotion online and to their DDO. DDO will prepare summary sheet of APARs/ACRs for last 10 years alongwith integrity report in a prescribed format, for each interested candidate. DDO will submit certified summary sheets to concerned DEEOs.
3. DEEOs will verify the record and supply all duly countersigned summary sheets to Joint Director (Masters) at Head Quarter.

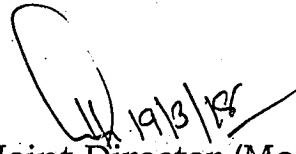


4. DEEOs will also certify that no PRT eligible as per service rules 2012 has been left out in the tentative list prepared by the directorate.

If any PRT is eligible for promotion to the post of TGT in any subject but not included in the tentative list, he/she may provide his/her complete details for the promotion and complete his/her personal profile on MIS Portal.

5. Accordingly, Promotions will be issued on the basis of record verified by DDO/DEEOs.

However before moving ahead, department has decided to give another chance to all teachers to update their MIS Portal in respect to their qualification etc. latest by 25.03.2018 and all DDO/ Heads/BEOs/BEEOs should verify and approve the updation on MIS Profile by 31.03.2018 positively.



Joint Director (Masters)
for Director Elementary Education
Haryana, Panchkula



- Specimen -

SUMMARY SHEET

Seniority/Date of appointment (as mentioned in list)		
ID & Name of Employee:		
Designation		
Place of Posting		
Date of Birth		

Sr. No.	Year	Grading of ACR	Overall Grading	Remarks regarding integrity
1.	2006-07			
2.	2007-08			
3.	2008-09			
4.	2009-10			
5.	2010-11			
6.	2011-12			
7.	2012-13			
8.	2013-14			
9.	2014-15			
10.	2015-16			
Total ACRs Available				

Is employee presently charge-sheeted under Rule-7?	
Is Employee presently suspended? (Yes/No)	

Overall Integrity Report:

Signature of
Head of Institution with seal

Counter Sign by
District Elementary Education Officer
With Seal