



## Directorate Secondary Education

## माध्यमिक शिक्षा निदेशालय

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From

The Director Secondary Education, Haryana,  
Panchkula.

To

All District Education Officers  
And all Block Education Officers in the stateMemo No. 3/11-2013 ICT (1)  
Dated Panchkula the 29.10.2015

Sub: **Reminder 1- Regarding release of pending salary of Computer Faculty and Lab Assistants - Return of surplus amount by the schools.**

....  
 This has reference to this office Memo No. 3/11-2013 CEC (1) dated 28.07.2015 regarding return of surplus amount by the schools which is laying unspent in the SMDC accounts of the concerned schools.

The pending salary of Lab Assistant and Computer Faculty was transferred in the SMDC accounts of respective schools. As per the instructions, the pending salary of Computer Faculty and Lab Assistants was required to be released strictly on the basis of attendance.

Accordingly, vide aforesaid office Memo, all the concerned Principal/Head of the schools were directed that after settlement of dues of Lab Assistant and Computer Faculty, the surplus amount left with schools may be deposited in the HARCO Bank Account of DSE Office immediately. The details of HARCO Bank Account are as under:-

- |                        |   |  |
|------------------------|---|--|
| 1. Name of the Bank    | : | The Haryana State Co-operative Apex Bank Ltd.  |
| 2. Bank Address        | : | HARCO Bank Extn. Counter (under 17-B) Branch, New Secretariat, Haryana, Sector-17, Chandigarh. |
| 3. Name of Beneficiary | : | M/s Director Secondary Education, Haryana  |
| 4. Account Number      | : | 010234003000001  |
| 5. IFS Code            | : | UTIB0HSCB02  |

Therefore, it is again directed to all the schools Heads/Principals to deposit the unspent amount left with the schools out of the salary amount of the Lab Assistants and Computer Faculty in the aforesaid HARCO bank account.

All the District Education Officers are directed to submit the consolidated report of their district to this office in the following proforma -

Sr. No.	Name of the school with School Code	SMDC Account No. of the School	Date of deposit of amount in bank	Surplus amount transferred to HARCO Bank on account of Computer Faculty	Surplus amount transferred to HARCO Bank on account of Lab Assistant	Total amount transferred to HARCO bank

The above consolidated report duly signed & stamped by the concerned **District Education Officer** may be scanned and sent to this office on E-Mail ID [icthrsalary@gmail.com](mailto:icthrsalary@gmail.com) latest by 10.11.2015.

*M. Singh*  
29/10/2015  
Chief Project Officer (ICT)  
for Director Secondary Education,  
Haryana, Panchkula

CC to:

Concerned Heads/Principals of High/Sr. Sec. Schools