

TIME BOUND/URGENT

No. EDN-H(19)B(5)-05/10
Directorate of School Education,
Himachal Pradesh
Dated Shimla-171001 the

Directorate of School Education
25 AUG 2025
Himachal Pradesh Shimla-171001

Deputy Director of
School Education (Sec)
25 AUG 2025
Dian No 6949
Kangra at Dharamshala

The Deputy Director of School Education (Higher Wing),
Distt Shimla/Solan/Sirmaur at Nahan/Kangra at Dharamshala/Kinnaur at Reckongpeo/Bilaspur/Mandi/
Chamba/Lahaul at Keylong/Spiti at Kaza /Hamirpur/Kullu/Una.(Himachal Pradesh)

All the Principal GSSSs in HP/Principals DIETs In HP/All Concerned.

Subject:-

Regarding promotion to the post of Principal (School-Cadre).

Memo:

In compliance to the Secretary (Education) to the Govt. of Himachal Pradesh letter No. EDN-B-B(15)-1/2025 dated 11-08-2025 on the subject cited above vide which it has been directed to extend the zone of consideration for promotion to the post of Principal(School) therefore the revised panel of Lecturer (School Cadre) for promotions to the post of Principal (Schools) is to be prepared, so bio data of all in-service Lecturers whether passed departmental exam or not is required on enclosed proforma-I (mandatory for all Lecturer as per lecturer seniority range mentioned below) through Dy. Director concerned. The Dy. Directors are directed to send the information in respect of their District in consolidated manner to this Directorate within 10 days.

The range of lecturer seniority number for panel will be as under:-

Sr. No.	Category	Lecturer seniority No.
1	Specially able person	Upto 8000
2	General	Upto 5500
3	SC	Upto 7500
4	ST	Upto 7500

It is further intimated that promotee lecturers, who have been promoted as HM (whether joined or not as HM) will not be considered for promotion as Principal (School) amongst the lecturer cadre.

posted under their control.

All the DDHE/DDSE/ Principals/controllers officers are directed to intimate the same to all the concerned

website:himachal.nic.in/dse

This may be treated as MOST URGENT. This letter is available on departmental

Encls: As Above

NO:-EDN-KGR(E-7)/Lect/-2022-

Office of the Dy. Director of School Education (Secondary)
Kangra at Dharamshala.

Dated: Dharamshala-176215. 25-08-2025

Additional Director
Establishment & Administration
Himachal Pradesh Shimla-171001

Deputy Director of
School Education (Sec)
25 AUG 2025
Dispatch No. 9426
Kangra at Dharamshala

All the Principals GSSS in District Kangra are directed to send the case of Lectures for the promotion to the post of Principal (School Cadre) as per category wise (i.e Specially able person, General, SC, ST on prescribed Proforma -1 enclosed to this office with in 5 days to this office through special messenger rpostively.

(Time Bound Urgent Matter)

Dy. Director of School Education (Sec.)
Kangra at Dharamshala

Proforma-I

INFORMATION FOR INCLUSION THE NAME OF LECTURER(SCHOOL) IN THE PANEL FOR PROMOTION TO THE POST OF PRINCIPAL (SCHOOL CADRE) FOR THE YEAR 2025.

(To be sent by All the Principals to Directorate of School Education, HP.)

(General category upto lect.sty No 5500, SC & ST category upto lect.sty No 7500, Specially able person upto Lect. Sty. No. 8000)

1.	Seniority No as Lecturer		PMIS Code	
2.	Whether Direct or Promotee			
3.	Whether Ex-servicemen	If Yes, Dt. of Joining In civil		
4.	Whether ever promoted as HM or opted for HM promotion	If Yes, Dt. of promotion as HM		
5.	Category(Gen/SC/ST)	(Attach copy of category certificate in case of SC/ST)		
6.	Type of Specially abled with % i.e. VI,HI,OH, Multiple and attach certificate	(Attach copy of certificate issued by Medical Board/ Competent Authority)		
7.	Name of Lecturer			
8.	Subject			
9.	Father's name			
10.	Date of Birth			
11.	Date of Appointment			
12.	Permanent Address			
		Mobile No:		
13.	Present Place of Posting			Phone:
14.	Name of Previous three stations with stay	Station	Stay	
			From	to
15.	Date of Passing departmental Exam with Hindi exemption	Roll No	Dt. of passing Exam (Attach Copy duly attested)	
	Yes/ No (Please tick✓)	Hindi exemption vide DHE, HP order No:.....		
		Date.....(Attach Copy duly attested).		
16.	Whether served Hard/Sub Cadre/Tribe area give detail	Station	Period	
17.	Integrity cleared or not			

I do certify that all the particular from Sr. No. 1-17 are correct and I have never been promoted to the post of Headmaster.

Remarks if any.....

All the particular from Sr. No. 1-17 are true and correct, hence verified.

Signature of Lecturer

Date:.....

Principal

Station:.....

Note: Promotee Lecturers, now who have been promoted as HM whether he has joined or not as HM, will not be considered for promotion as Principal (School) amongst the lecturer cadre. It may ensure before sending the case the copy of deptt exam, Hindi exemption and category certificate is attached with the Proforma.