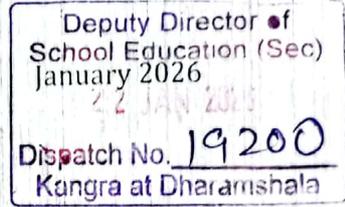


NO: EDN-KGR(E-5)/2026-
Office of the Dy. Director of School Education,
Kangra at Dharamshala
Dated: Dharamshala-176215,



To

All the School Heads/Principals/Headmasters,
Government Senior Secondary Schools,
Dist. Kangra (H.P.)

Subject: Submission of Leave Applications

Memo,

It has come to notice that some school heads/principals/headmasters are availing leave without submitting leave applications to this office for sanction and record. This results in non-deduction of leave from their account, violating service rules.

All concerned are directed to submit hard copy of leave applications to this office promptly to maintain accurate leave records. Failure to comply may lead to action under service rules during surprise inspections.

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