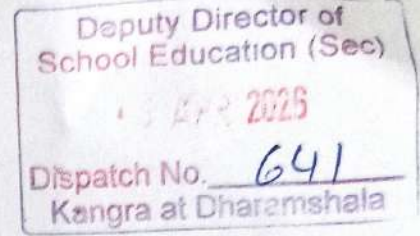


No:-EDN-KGR (E-5)/Prinicipal/2025-26
Office of the Deputy Director of School Education (Secondary),
Kangra at Dharamshala,
Phone No. 01892-223124, Fax No. 237776
Email id: - ddhekanagra3@gamil.com
Dated: Dharamshala-176215 the,



To

All Newly Promoted Principals
in GSSS District Kangra, H.P.

Subject:

Submission of Establishment Return

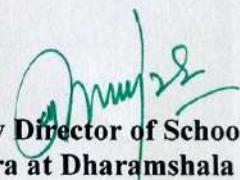
Memo,

As of now all newly promoted Principals have joined their respective schools in District Kangra. In order to update the establishment return particulars of principals are required in this office.

You are, therefore directed to fill the attached proforma carefully and submit the same to this office within 3 **days** through e-mail or special messenger..

Any delay in submission will be viewed seriously.

Encl.: Establishment Proforma


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

Proforma of Establishment

Name of School and Constituency..... as on

Sr. No		
1	Name of School	
2	Name of Principal with PMIS No	
3	Father's Name/ Husband Name	
4	Date of Birth	
5	Date of joining present school	
6	Cadre HM/Lect.	
7	Date of initial appointment as Lect/TGT.	
8	Date of Regular Appointment Lect/TGT.	
9	Date of Appointment as HM/Lect. (Date of joining)	
10	Date of promotion as Principal and Date of joining	DOP- DOJ-
11	Whether at present secondment if yes mention full reference	
12	Synt. No as HM as Lect	
13	Category	
14	Date of Retirement	
15	Awards National/State	
16	Qualification	
17	Whether departmental exam passed if yes mention roll number session & Hindi exemption date.	
18	Whether Regular/Adhoc/Placement	
19	Date of reference of regularization	
20	Whether served in Tribal/Hard Area/ Sub cadre	

21	Previous three stations with tenure (dates of stay in stations must be mentioned)	
22	Permanent Home Address	
23	Mobile No	
24	Correspondence Address	
25	Whether inquiry/Disciplinary proceeding initiated against you	
26	Whether spouse in service	
27	Whether you want to serve in Tribal/sub cadre area, if yes mentioned the location/station	