

Deputy Director of  
School Education (Sec)

20 MAY 2026

Dispatch No. 2351  
Kangra at Dharamshala

No. EDN-KGR-(SE)-Election /2026-\_\_\_\_\_  
O/o Deputy Director of School Education (Secondary)  
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Dated Dharamshala-176215 the 20.05.2026

To

All the Principals/Headmasters,  
Government Senior Secondary Schools/Government High Schools,  
District Kangra, Himachal Pradesh.

**Subject: Instructions regarding officials deputed on Election Duty – thereof.**

It has been observed that employees deputed on election duty are attending their respective schools before reporting to the concerned Assistant Returning Officer (ARO), which causes unnecessary delay in election related assignments.

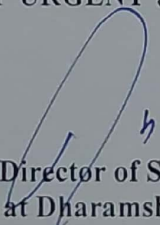
In this regard, all the employees deputed on election duty are hereby directed to report directly to the concerned ARO/Election Authority as per the schedule communicated to them, instead of attending the school first.

Further, the decision regarding closure of schools during the election period shall be taken strictly in accordance with the instructions issued by the higher authorities from time to time, which have already been communicated/shared with all the Heads of Schools.

The employees who are not engaged in election duty are directed not to proceed on any kind of leave except under unavoidable circumstances and with prior approval of the competent authority.

The Head of the Complex School concerned shall make necessary arrangements and coordination so that no school falling under their respective complex remains closed or unattended during the election process.

This matter may be treated as **MOST URGENT** and compliance be ensured in letter and spirit.

  
Deputy Director of School Education, Secondary  
Kangra at Dharamshala