

No. EDN-HE(1)B(6)1/2026-Panel  
Directorate of Higher Education  
Himachal Pradesh Shimla-1

Dated: Shimla-171001, the June, 2026.  
To All the Deputy Director of Higher Education,  
Himachal Pradesh.

Subject:- Regarding submission of Bio-data of eligible Supdt. Grade-II for promotion to the post of Supdt Gr.-I.

This is in reference to letter no. EDN-A-Kha(15)12/2025 dated 05.05.2026 received from the Secretary (Education) to the Government of Himachal Pradesh on the subject cited above.

In this context, it is informed that in future before promotion, it will be the personal responsibility of the Head of the office/institution that the desired particulars of the officials concerned should be checked properly from the service book as well as from original record and same information should be forwarded to this Directorate on prescribed Proforma enclosed herewith through proper channel as and when required by the department, failing which no promotion orders will be issued of the officials concerned.

You are, therefore, directed to circulate the said letter to all the institutions/offices (Higher/School Both) situated in your Distt. for strict compliance and supply the particulars of the officials concerned shown in the list as well as left out/forgo cases, if any, to this Directorate on prescribed Proforma through email: [estt1br.dhe@gmail.com](mailto:estt1br.dhe@gmail.com) within three days from issuance of this letter, so that promotion panel could be sent to the Govt. well in time. Further it is also directed that inadvertently if the name of any official is not mentioned in the enclosed list of Supdt. Gr.II, then the same may also be forwarded to this Directorate. The said letter is also available on the departmental website i.e. [www.education.hp.gov.in](http://www.education.hp.gov.in)

Encl: 1. Proforma  
2. List of Supdt Grade-II

(Dr. Harish Kumar)  
Director Higher Education  
Himachal Pradesh Shimla-1  
June, 2026. शिक्षा निदेशालय उच्चतर हि०प्र०

Endst. No. Even Dated Shimla-171001, the  
Copy forwarded for information and necessary action to:-

1. The Director School Education, Himachal Pradesh for similar action please. 4 JUN 2026
2. DA dealing with the service book (internal) for similar action.
3. The Supdt. ACR Branch, Dte. of Hr. Education HP with the directions to complete the ACR-dossiers of the concerned officials. शिमला-1
4. The Supdt Inquiry cell with the direction to submit the inquiry status of above officials to this branch.
5. In-charge IT Cell, to upload the same on departmental website.
6. Guard file.

Director Higher Education  
Himachal Pradesh Shimla-1

**Office of the Deputy Director of School Education (Sec.),  
Kangra at Dharamshala.**

Endst. No.EDN-KGR-H(2)B(15)1/2005-(Supdt. Grade-II) Dated 5<sup>th</sup> June, 2026  
Copy to :-

All the concerned Principal, GSSS in Distt. Kangra (H.P.) for submission of Bio-data of eligible Supdt. Gr. II for promotion to the post of promotion to the post of Supdt. Gr. I may be sent to the Directorate through E-mail [estt1br.dhe@gmail.com](mailto:estt1br.dhe@gmail.com)

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