

To

1. All the Deputy Directors(Elementary/ Secondary)
Himachal Pradesh
2. All the Principals DIET
Himachal Pradesh

Subject: -

Instructions regarding Budget demand under charged head on account of Court Orders.

Memo,

It has come to the notice of the undersigned and also pointed out by the Government that the calculation sheets being submitted by the DDOs to this office in respect of budget demands under the Charged Head for implementation of Court Orders, are not being prepared in accordance with the guidelines/instructions issued by the Government/Department and in view of the Hon'ble High Court orders, which is causing undue delay in releasing budget to the DDOs.

In view of the above, you are directed to submit budget demand in respect of the concerned court case(s), along with detailed calculation sheets, duly prepared in accordance with the judgment/order passed by the Hon'ble Court and the guidelines/instructions issued by the Government/Finance Department from time to time.

The budget demand shall invariably be accompanied by the Certificate of Authenticity of Calculation Details(Performa attached at Annexure-A) duly signed by the concerned DDO.

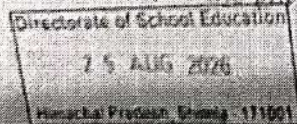
Note: The prescribed certificate shall be enclosed with every such budget demand and shall form an integral part of the demand proposal.

Encls: As above.

Endst. of Even No.

Copy to:-

1. The Secretary(Education) to the Government of Himachal Pradesh, Shimla-02
2. Guard File



Director School Education,
Himachal Pradesh, Shimla-1

Shimla-171001

August, 2026

Director School Education,
Himachal Pradesh, Shimla-1

Endst. No. EDN-KGR-Budget- 2026-27

Office of Deputy Director of School Education, Secondary
Kangra at Dharamshala (H.P.)

Email id: - ddhekanagra3@gmail.com

Dated: - Dharamshala-176215, the

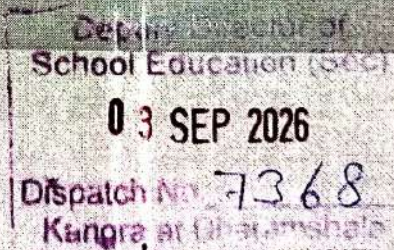
Copy to:-

03.09.2026

1. All the Heads of GSSS/GHS Schools are hereby directed to follow the instructions mentioned in the above letter and submit the proposal along with Calculation Sheet, Pay Fixation Copy, Speaking Order and Court Order.

(Ajay Singh)

Deputy Director of School Education Secondary
Kangra at Dharamshala



No.EDN(SE)H(9)-2026-27-Court case

Directorate of School Education

Himachal Pradesh

Dated

Shimla-171001

Directorate of School Education
25 AUG 2026
August, 2026.
Himachal Pradesh, Shimla - 171001

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Himachal Pradesh
2. All the Principals DIET
Himachal Pradesh

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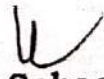
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Encls: As above.


Director School Education,
Himachal Pradesh. Shimla-1

Endst. of Even. No.

Dated

Shimla-171001

August, 2026

Copy to:-

1. The Secretary(Education) to the government of Himachal Pradesh, Shimla-02
2. Guard File

Director School Education,
Himachal Pradesh. Shimla-1



CERTIFICATE

It is certified that the budget demand amounting to Rs. _____/-, raised on account of Court Case(s), i.e. CWP/Ex. Pet./COPC/CMP etc. _____, titled "_____", in respect of _____, has been duly calculated and verified in accordance with the judgment/order(s) passed by the Hon'ble High Court and the applicable guidelines/instructions issued by the Finance Department/Government from time to time.

It is further certified that the correctness and factual basis of the demand, including the beneficiary/beneficiaries, period of entitlement, amount payable and admissible benefits, have been duly examined and verified by the undersigned; the amount claimed is strictly limited to the benefits admissible under the orders/directions of the Hon'ble Court and the applicable Government rules/instructions, and no part thereof has been previously paid or included in any other claim.

It is also certified that the sanctioned budget shall be utilized strictly for the aforesaid Court Case(s) and the purpose for which it has been sanctioned, only to the extent admissible under the orders/directions of the Hon'ble High Court and the applicable Government rules/instructions, and shall not be diverted or utilized for any other liability or purpose.

In the event of any discrepancy, incorrect calculation, excess or irregular payment, inadmissible benefit, duplication of claim/payment, or any deviation from the orders/directions of the Hon'ble Court or the applicable Government/Finance Department rules/instructions, the officers responsible for the examination, verification and certification of the claim, as mentioned below, shall be responsible for the same, as per the applicable rules/instructions.

Name & Designation of Officer: _____
Signature & Seal: _____
Name of Office/School/organisation: _____
Name of Beneficiary/Beneficiaries: _____
Court Case(s) No.: _____
Budget demand in Rupees: _____

VERIFICATION AND CERTIFICATION

The above information, particulars and statements have been duly examined and verified with reference to the relevant records, judgment/order(s) of the Hon'ble High Court, applicable rules/instructions and supporting documents, and are found to be correct and in order.

Deputy Director

Name: _____

Signature & Seal: _____

Date: _____

Section Officer (F&AS)

Name: _____

Signature & Seal: _____

