



GOVERNMENT OF HARYANA / हरियाणा सरकार

# Directorate Secondary Education

## विद्यालय शिक्षा निदेशालय

शिक्षा, संस्कृति एवं विकास  
Education, Culture and Development

तमसो मा ज्योतिर्गमय  
Lead me from Darkness to Light

Off.: Shiksha Sadan, Sector 5, Panchkula, Haryana 134109 (India) - Tel: 91(0172)-2560246 Fax: 91(0172)-2560253  
कार्यालय: शिक्षा सदन, सेक्टर 5 पंचकुला-134109 (भारत) दूरभाष: 91 (0172) 2560246 फैक्स: 91 (0172) 2560253

e-mail: [edusecondaryhry@gmail.com](mailto:edusecondaryhry@gmail.com) - site: [www.schooleducationharyana.gov.in](http://www.schooleducationharyana.gov.in)

Regd/Email  
To

District Education Officer,  
Nuh at Mewat

Mewat Cadre  
only


Memo No. 4/3-2021 HRG-I(1)  
Dated Panchkula, the 01.10.2021

**Subject: - Inviting cases for promotion to the post of Principal (Mewat Cadre) from PGTs (Mewat Cadre).**

Kindly refer to the subject cited above

In pursuance with Mewat District School Education, (Group B) Service Rules, 2012 amended in 2014, promotion cases from Post Graduate Teachers (Mewat Cadre) from seniority no. 122 to 145 as stood on 01.01.2018 are invited. In this context, following directions are issued for inviting cases for promotions:-


1. Cases of Post Graduate Teachers from seniority no 122 to 145 as stood on 01.01.2018 may be sent.
2. Cases of retirees may not be sent.
3. The officers who earlier opt to forgo promotion and one year have passed may also sent their cases for promotion through their respective district heads.
4. The officers who wishes to forgo promotion may sent their consent with undertaking through their respective district heads
5. Cases of promotions may be sent as per enclosed Performa with annexure such as master degree with mark sheet, summary sheet, no complaint/enquiry/disciplinary action certificate duly countersigned by District Education officer concern. Cases without authentication from concern authority will not be entertained.
6. Personal files may not be sent with the promotion cases as the same will not be entertained.
7. Cases of officers working on extension beyond 58 years, on account of state awardee/physical handicap etc, must be sent with order of extension in service and attested certificate of State Award/physical handicap.
8. If any officer founded to be expired, death certificate may be furnished and MIS profile of such officer may be updated with such information.
9. You may also direct the officers, which are being considered for promotion, to keep their MIS profile approved and updated with accurate & precise information.

  
Deputy Director HRG-I  
For Director Secondary Education,  
Haryana, Panchkula  
Dated Panchkula, the 01.10.2021

**Endst No. Even**

A copy of forwarded to the following for information and necessary action:-

1. Secy/EM/ACSSE
2. PS/DSE
3. PA/Additional Director (Admn)
4. IT Cell with request to upload this notice on the website of the department.

  
Deputy Director HRG-I  
For Director Secondary Education,  
Haryana, Panchkula





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Education, Culture and DevelopmentSchool Education, Haryana  
विद्यालय शिक्षा, हरियाणातमसो मा ज्योतिर्गमय  
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### SUMMARY SHEET

Cadre

Mewat Cadre  
only

Name of the Officer

Seniority No.

Employee ID

Designation

Present Place of  
posting

Sr No.	Year	Grading	Over Grading	Remarks regarding integrity
1	2011-12			
2	2012-13			
3	2013-14			
4	2014-15			
5	2015-16			
6	2016-17			
7	2017-18			
8	2018-19			
9	2019-20			
10	2020-21			

Master Degree with stream  
and %age of MarksName of the Institution /  
UniversityDistrict Education Officer,  
Nuh at Mewat

#### Undertaking

I certify that the above information has mentioned from the official record/personal file of the officer which I have checked and found correct.

District Education Officer,  
Nuh at Mewat



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### Headmaster / Post Graduate Teacher

(Tick the relevant)

### Check List

Name:-

Employee ID

Designation:-

Place of Posting:-

Seniority number

Mewat Cadre  
Only

- |   |  |          |
|---|--|----------|
| 1 | Summary Sheet  | Yes / NO |
| 2 | Post Graduation Degree/Mark sheet                    | Yes / NO |
| 3 | Whether posses Master Degree with 50% marks or above | Yes / NO |
| 4 | Degree of B.ed                                       | Yes/NO   |
| 5 | No Complaint/ Enquiry Certificate                    | YES / NO |

Remarks: - Kindly mention any specific detail or input (with documentary proof) if necessary such as state awarde, extension in service beyond 58 years, pending disciplinary action etc.

#### Enclosures:

1. Summary Sheets
2. Master Degree
3. Mark sheet of master Degree
4. B.ed Degree
5. No Complaint/Enquiry Certificate

**District Education Officer**  
**Nuh at Mewat**

