

From

Director Secondary Education, Haryana  
Shiksha Sadan, Sector-5, Panchkula

To

All the District Education Officers in the State of Haryana  
All the District Elementary Education Officers in the State of Haryana

Memo No. 23/20-2023 ACD (1)  
Dated : 07.08.2023

**Subject: Circulation of instruction dated 11.08.2017 titled Credit of Academic Performance to School Heads.**

I have been directed to circulate instruction no. Spl1/4/2017 ACD(III) dated 11.08.2017 issued by this office (copy enclosed herewith) for information and further necessary action. Please ensure to circulate the same further to subordinate offices / schools.

Encl.: As above



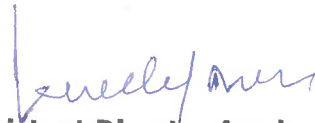
**Assistant Director Academic  
for Director Secondary Education  
Haryana, Panchkula**

Endst. No. Even

**Dated, Panchkula, the 07.08.2023**

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

1. The Director, SCERT, Haryana, Gurugram.
2. Deputy Director, IT Cell (HQ) with a request to upload the same at departmental websites (Elementary & Secondary / School Education, Haryana).
3. The Principals of all DIETs / GETTIs in the State of Haryana.
4. The School Heads of all Govt. Schools in the State of Haryana.
5. The Superintendent, Coordination Branch (local).
6. The Superintendent, HRG-I Branch (local) w.r.t. UO No. 5/6-2020 HRG-I (1) dated 10.07.2023 and 02.08.2023.



**Assistant Director Academic  
for Director Secondary Education  
Haryana, Panchkula**



**Subject: Credit of Academic performance to School Heads.**

The Teacher Transfer policy counts the following cadres as teachers:

- |       |            |      |             |
|-------|------------|------|-------------|
| (I)   | Principal  | (IV) | TGT         |
| (II)  | Headmaster | (V)  | C&V teacher |
| (III) | PGT        | (VI) | JBT         |

All teachers have been asked to perform academically and thereby to earn credit for that. For the academic performance, we give credit in APAR, State Award and in the transfer matters etc. The Headmasters and Principals supervise the work of school staff in addition to teaching the classes wheresoever required. Thus, the Headmasters and Principals do some actual teaching as well as supervisory work in schools whereas the other teachers only do teaching of the classes. In the State Awards and APAR, the Headmaster and Principal have been given credit for general results of the schools which they ensure as part of their supervisory duty.

Recently, many PGTs have been promoted to the supervisory post, mainly, the Principal. So, these teachers have credits of their academic performance of last five years and the best performance from amongst these five years they will be taking credit of.

Now, after promotions these PGTs have been indistinguishably merged with the other Principals and it is one cadre. A formula which may ensure a level playing field amongst all these Principals needs to be devised.


Academic performance is of two types:

One is supervisory (general). The other is actual (special) teaching.

The supervisory performance will be subsuming in it the general results of the school and the special teaching is simply the teaching by a teacher in class.

Therefore, in the spirit of the instructions issued on dated 27.06.2017 whereby a principle has been propounded that a teacher shall be given credit of academic performance of the last latest opportunity given to him to perform academically, the Headmaster and Principals have also been considered for academic credit in transfer matters.

Accordingly, the benefit of the result, general or special, as the case may be, of the last latest opportunity given to them is allowed for MIS transfers.

  
 (Virender Singh, HCS)  
 Joint Secretary to Govt. Haryana  
 School Education Department,  
 Haryana Panchkula