

From

Director General Elementary Education,
Haryana, Panchkula

To

All the District Elementary Education Officers,
In the State.

Memo No. 13/46-2024 PRT/ART (2)

Date, the Panchkula 18.01.2025

Subject: - Updating teacher data for PRTs/C&Vs/TGTs/ESHMs on MIS Portal for the upcoming General Transfer Drive.

Reference to the subject cited above.

As you aware that department is going to initiate Inter District Transfers and General Transfer Drive. Deaprtment has recently issued many appointments of TGTs/PRTs, promotion orders of PRT to the post of TGTs, further many PRTs have also selected as TGTs in direct selection. It has been noticed that details of all such teachers are yet to be updated on MIS Portal.

Therefore, to ensure error free and smooth execution of the transfer process, all the District Elementary Education Officers are directed to ensure that data of all teachers **should correctly be updated in all respect** on the MIS portal without delay.

District Elementary Education Officers are required to submit a completion certificate by Tuesday i.e., 21.01.2025 at 05:00PM, without fail, confirming that no cases are pending for MIS profile updates of teachers.

It may be treated as Most Urgent.

Additional Director Elementary Education,
Haryana, Panchkula