

PROCEEDINGS OF THE QUARTERLY REVIEW MEETING OF DEPUTY DIRECTORS OF HIGHER EDUCATION HELD ON 15.12.2017 UNDER THE CHAIRMANSHIP OF DR. B. L. VINTA, DIRECTOR HIGHER EDUCATION, HIMACHAL PRADESH.

In the beginning of the meeting Sh. Pankanj Sharma Joint Director Higher Education (A) welcomed all the participants from Districts and Directorate of Higher Education. In his introductory speech Chairman directed all the Dy. Directors to work hard to implement the programme and policy of the Government in order to ensure quality education in the state.

The officers/official as shown in Annexure-I were present in the meeting.

The following agenda items were discussed in the meeting:-

1 Meeting:-

The Chairman informed to all the Deputy Directors Higher Education meeting of DDHEs should be held on 25th every month, if that day holiday, it will be held on next working day.

Action: - All DDHEs

2 Recruitment:-

Chairman directed to all the Deputy Directors Higher Education to take action for appointment of Class -IV employee timely and report in this regard be sent to this Directorate.

Action: - All DDHEs

3 Promotion:-

Chairman directed to all the Dy. Directors of Higher Education that the promotion of district cadre posts PTWCs/ Daily wagers/Peons /LAs etc. be done in time on priority basis. It was also directed in the meeting that D.P.C of district cadre post should be in the year twice i.e April and October.

Action: All DDHEs

4. Seniority:-

Chairman directed to all the Dy. Directors of Higher Education to update the seniority list of District cadre posts up to date and send the data of all teaching and non teaching staff appointed or promoted during the previous calendar year so that the seniority list of respective categories be amended accordingly.

Action: - All DDHEs

5. Inspection:-

The Chairman directed to all the Deputy Directors Inspection that when they will visit for inspection of schools, be ensured nearby schools would be inspected. It was also apprised in the meeting that inspection are not being carried out as per norms in all district the report of inspection be sent to this Directorate separately Higher and Elementary education.

Action: - All DDHEs

6. Departmental Inquiries:-

The chairman directed in the meeting that:-

(a) the inquiries must be completed within the calendar year in which entrusted and inquiries must be entrusted to such officer only who is fully conversant with the procedure and CCS rules and list of pending inquires be submitted separately and timely.

Action: - All DDHEs

7. ACRs:-

It was appraised in the meeting that ACRs of all categories must be filling properly as per Result (teaching) of board classes be verified from the board results before forwarding to this Directorate

Action: - All DDHEs

8. Budget (Plan/Non-plan) /Scheme wise information of all educational institution:-

It was apprised in the meeting that Monthly expenditure report automatically visible in the Head of Accounts /concerned DDO. It was also directed by the chairman budget estimate of concerned DDO may be sent to this Directorate timely for further demanding the budget from the Govt.

Action: - All DDHEs

9. Audit:-

It was apprised in the meeting that submit the pending audit paras in time for settlement the same from Accountant General of H.P.

Action: - All DDHEs

10. Opening/upgradation of Schools:-

It was apprised in the meeting that all the Dy. Director of Higher Education were directed to send the list of newly upgradation and functioned schools to this Directorate immediately.

Action: - All DDHEs/Planning Branch

11. Funds allotted to Modal Schools:-

Worthy Director in the meeting directed to all Dy. Director of Higher Education, which amount allotted in first installment to the Modal Schools be utilized before the issuing of second installment. i.e. within a month.

Action: - All DDHEs/ Building /Planning Branch

12. Scholarship:-

Worthy Director in the meeting directed to all Dy. Director of Higher Education, filling up of all type forms of Scholarship on line and verified as per the direction issued by the Directorate timely.

Action: - All DDHEs/Scholarship Branch

13. Legal Cases:-

It was directed in the meeting that Legal matters be dealt on priority basis and information related to Court cases may be checked properly by DDHE and send to this Directorate timely and Civil Suit cases replies should be filed/decided timely.

Action: - All DDHEs/ Legal Cell

14. Maintenance & Repair under Head 2059, Construction of Buildings Head 4202:-

Worthy Director in the meeting directed to all Dy. Director of Higher Education estimates of under Head 2059 and regarding the construction of new buildings under Head 4202 may be sent to this Directorate timely.

Action: - All DDHEs

15. Right to information Act, 2005:-

All the DDHEs were directed to ensure that all applications are disposed of within stipulated period at school level and district level and send report to this office regularly and timely. All private schools are also covered under RTI and first appellate authority shall be Dy. Director Higher Education of the district.

Action: - All DDHEs

16. E-governance (e-salary, PMIS/e-service book, e-samadhan/IT Education /Bio-Metric attendance System etc.):-

The Chairman directed to all the DDHEs the applications received from the E-Samadan disposed of timely 55 cases of e-Samadan are pending in office of DDHEs from last year.

Action: - All DDHEs

17. Physical Education /Scouts & Guides/Sports/NCC:-

It was directed in the meeting that maximum participation be ensured in sports, scouts & Guide and NCC.


Action: - All DDHEs/Phy. Edu. Branch

In the closing remarks, Sh. Pankaj Sharma Joint Director Higher Education (A) asked all DDHEs to work hard to accomplish the work assigned to them in a time bound manner. He assured that the Department is committed to provide good Education to the students and also to solve the problems faced by the staff and the meeting ended with vote of thanks.

Approved by



(Dr. B.L.Vinta)
Director Higher Education
Himachal Pradesh.



Joint Director Hr. Education (A)
Himachal Pradesh.


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Dated

Dec, 2017

Copy for information & necessary action is forwarded to:-

1. The Principal Secretary (Edu.) to the Govt. of H.P. Shimla-2
2. All the Branch officers of concerned Branches, Directorate of Hr. Edu. H.P.
3. All the Deputy Directors Higher Education of Districts with the direction to take prompt & time bound action on all decisions taken in the meeting and sent action taken report to the Directorate timely.
4. All Branch Superintendents of Directorate of Higher Education with the direction to take prompt & time bound action on all decisions taken in the meeting
5. P. S. to the Director Higher Education H. P.
6. Guard file.



Joint Director Hr. Education (A)
Himachal Pradesh