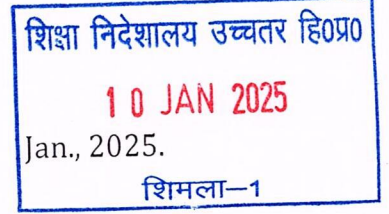


Important
Personal Attention

No. EDN-HE (21) F (11) 03/2023Misc.
Directorate of Higher Education
Himachal Pradesh, Shimla-1



Dated: Shimla-171001, the

To

**All the Deputy Directors of Higher Education,
Himachal Pradesh.**

Subject: - Revised instructions related to Exposure /International visit for teachers and Principal/ Headmaster.

In supersession to this Directorate letter of even No dated 01.10.2024 and 29.10.2024 **regarding Exposure /International visit for teachers and head teachers**, please find enclosed herewith a copy of revised criteria for selecting Principal(S), Headmasters, Lecturer (School/School New) and DPEs of GHSs/GSSSs of the state for **Exposure /International visit**.

In this context, you are hereby directed to circulate the same amongst the field functionaries under your jurisdiction and shortlist the eligible Principals/Headmasters/Lecturers/DPEs of your district after scrutinizing the documents related to their eligibility as per revised criteria and submit the list along with application forms on prescribed proforma attached herewith within five days to this Directorate.

It may be ensured that no un-necessary documents be attached with the application form and any application form reaching to this office after the due period will not be entertained.

Final list of eligible candidates will be compiled at Directorate level amongst the list of teachers alongwith application forms submitted by the concerned Deputy Directors of Higher Education.

Instructions for applicants/Head of Institutions/Deputy Directors of Higher Education is as under:-

S. No.	Criteria	Document/Certificate/ verification required
1.	National/State Teacher Awards only (5th Sept. 2023 & 2024 only)	Copy of the relevant document submitted by the applicant should be attested by Head of Institution.

2.	Results	The relevant information shall be certified by the Head of Institution from the school record and copy of school result register page duly attested by the Principal/HM be attached with the application.
3.	Posting	The certificate will be verified by the Head of Institution/Controlling officer on the basis of service record maintained in the office.
4.	Additional outstanding performance/contribution in the interest of student	Summarize information with respect to additional outstanding performance/contribution in the interest of student be entered at column No 19 of the application form (No documentary proof is required)

Further, it is intimated that the basic information of applicant as per proforma enclosed herewith alongwith other claims of applicants should be verified by the concerned Deputy Director/Head of Institution/Controlling officer. The category wise consolidated sheet of eligible incumbents along with relevant document should reach in this Directorate within five days positively.

Please treat it most urgent.



(Dr Amarjeet K. Sharma)
Director Higher Education
Himachal Pradesh

**Encls: 1. Prescribed proforma
2. Eligibility criteria**

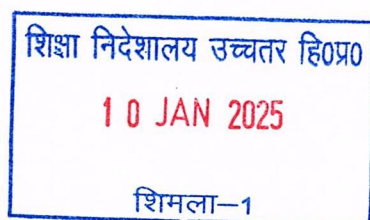
Endorsement No. Even, Dated: Shimla-1, the
Copy for information and necessary action to:-

Jan.,2025

- 1 The Secretary (Education) to the Government of Himachal Pradesh, Shimla-2.
- 2 The Director of Elementary Education, Himachal Pradesh, Shimla-1
- 3 The State Project Director(SS) Samagra Shiksha Himachal Pradesh, Shimla-1
- 4 All Controlling Officers concerned in HP/Supdt. E-I Br (Int) DHE HP.
- 5 The Technical Officer (Computer/IT Cell), Directorate of Higher Education, Himachal Pradesh, Shimla-1 to upload the letter on departmental website.
- 6 All the Principals in GSSSs/Headmasters in GHSs in Himachal Pradesh.
- 7 Guard file.



Director of Higher Education
Himachal Pradesh



Revised criteria for short listing of Principals, Headmasters, Lecturers and DPEs of GHSS/GSSSs of Himachal Pradesh for Exposure/International visit is as under:-

Exposure/ International visit is as under:-

1.	Category of Teachers		Quota of teacher.	Eligibility Criteria	
	Principals (S)		25	<div>1. The concerned teacher should have rendered at least 5 years regular service</div> <div>2. No departmental inquiry/ proceeding is pending against the concerned teacher.</div> <div>3. Teacher result in their respective subject and school results in case Principal/HM in any of the Board class's examination for last five year should be as per criteria fixed at point No. 3.</div> <div>4. The teachers/Principal/HM who have already availed the opportunity of International/exposure visit earlier will not be eligible to apply.</div> <div>5. Superannuation period of applicant should be 1 year or more.</div>	
	Headmasters		05		
	Lecturers/ Lecturers (SN)		10/15		
	DPEs		05		
	National/ State Award Teacher for the year 2023 & 2024		05		
In case of non availability of eligible teachers in any particular quota stated above, in that event the teacher from other available quota based on criteria will be selected.					
2.	Teaching Experience			Marks	Maximum Marks
	i.	05 to 10 years regular services.		03	05
	ii.	More than 10 years regular services.		05	
3.	Result performance for last five years			Marks	Maximum Marks
	100%			05	05
	91% to 99%			04	
	81% to 90%			03	
	70% to 80% or not below the board percentage in the respective years whichever is higher.			02	
4.	Posing in Tribal/Hard Area			Marks	Maximum Marks
	Services rendered more than 8 years in Tribal/Hard Area.			05	05
	Services rendered more than 5 to 8 years in Tribal/Hard Area.			04	
	Services rendered more than 3 to 5 years in Tribal/Hard Area.			03	
5.	Additional outstanding performance/ contribution in the interest of students if any.			02	02
6.	Personal Interview			03	03
Maximum Marks					20

REVISED**APPLICATION FOR EXPOSURE/INTERNATIONAL VISIT**

(Applicant must read all the instructions before filling up of application form)

Category of Teacher

(Principal/HM/Lect(Subject)/DPE/Awardee Teacher of 2023 or 2024)

1	Name of applicant				
2	Designation (In case of Lecturer please specify Subject)				
3	Father's name				
4	Present place of posting				
5	Date of Joining as regular appointment				
6	Total length of regular service as on 10.01.2025YearsMonths		
7	Date of Birth				
8	Date of retirement				
9	Remaining Service as on 10.01.2025YearsMonths		
10	Are you National/State awardee Teacher of 2023 or 2024? (please specify YES or NO)	if yes, mention year of award 2023 or 2024		
		National/State Award please specify.		
11	Mobile No				
12	E-mail id				
13	Whether having valid passport or not ? (please ✓)	YES		NO	
14	Have you availed the opportunity of International/exposure visit earlier? (please ✓)				
15	Is there any Departmental inquiry /proceeding pending against you? (please ✓)				



16 It is certified that I am working in the department of Education HP wef.....on regular basis and rendered..... years.....months regular services in the department as on 10.01.2025.

17 **RESULT PERFORMANCE FOR LAST FIVE YEARS:**

It is certified that during last five years my board classes results in my respective subject/school result in case of Principal/Headmaster in any of board class (as per result record of the school) is as under:-

Name of School	Year	Class	Subject	Students			Board %age
				Appeared	Passed	Pass% age	
	2020						
	2021						
	2022						
	2023						
	2024						
AVERAGE RESULT OF FIVE YEARAS							

*Please attach photo copy of school result of respective subject duly attested by the Principal/HM for each year.

18 **POSTING IN TRIBAL/HARD AREA:**

It is certified that I have served in Tribal/Hard area (s) of HP as per detail given below:-

Place of Posting in tribal/Hard Area	Specify whether Tribal or Hard Area	Mention period of stay (dates)	Total Stay in Years at the station
Total service in Tribal and Hard area			

dt

- 19 Please summarize additional outstanding performance/contribution in the interest of student if any (**please do not attach any document**):-

It is certified that the information as stated at Sr No 1 to 19 is true and as per the service record maintained in the office. Any false/misleading information provided by me may lead to rejection of my application to the best of my knowledge.

Dated:.....

Signature of applicant.....

Name of applicant.....

Place:.....

Designation.....

It is certified that the information as stated above at Sr No 1 to 19 have been verified from the service record of the applicant which is correct. It is further certified that results as mentioned above by the applicant have also been verified from the school record and copies of relevant pages of the result register duly attested are attached herewith.

Dated:.....

Signature of Principal/HM/Controlling Officer with seal

Name of signing Authority.....

Place:.....

Designation.....

COUNTERSIGNED BY

Dated:.....

DDHE/DDEE/NEXT HIGHER AUTHORITY

Place:.....