

GOVT. OF N.C.T. OF DELHI  
DIRECTORATE OF EDUCATION  
ESTABLISHMENT-II BRANCH,  
R.NO: 223-A, OLD SECRETARIAT, DELHI-54

No: DE.2 (2) (1)/E-II/2015-16/ 889

Dated: 22/6/17

C I R C U L A R

**Subject: Updation of Final Eligibility List for promotion to the post of Post Graduate Teacher (PGTs) in different subjects (Male/Female) for the year 2015-16.**

A Tentative Eligibility list in respect of TGTs/LTs/Misc. category teachers (Male & Female) for promotion to the post of Post Graduate Teachers (PGTs) in different subjects for the year 2015-16 was circulated vide No. DE 2(2) (1)/E-II/2015-16/1264-67 dated 17.11.2016 for inviting applications for inclusion of names of the teachers or for correction/updating of particulars of teachers whose names existed in the above said list through online module.

In spite of providing sufficient time to the individuals for getting their data completed by submitting the **Annexure A or B** as the case may be, several teachers have failed to comply with the directions of this Office, as a result of which their names do not appear in the Final Eligibility List and the individuals are solely responsible for omission of their names in the list.

A number of teachers have approached this office with the request that they could not file their **Annexure A or B** for inclusion/updation within the specified time. Further, these teachers have requested that they may be given another chance for filling the Annexure of inclusion/Objection, so that their names could be included in the Eligibility List and they may be considered for the promotion.

Keeping in view the above and in compliance of the order of the Tribunal in O.A. No. 1524/2017 dated 09/6/2017, the Competent Authority has decided to give another opportunity to all the teachers who have not filled their Annexure A or B as per their eligibility ( i.e. the teacher must have been appointed before 31/12/2009 and possessed the requisite qualification as per the Recruitment Rules alongwith the other statutory requirements as per the DoPT/Services department guidelines.)

The competent Authority has decided to issue a circular in the public domain so that all those teachers who could not apply earlier, may get the information through their MIS User ID and should fill their Annexure A or B well within the prescribed time period, failing which it will be presumed that the teacher is neither willing to fill their Annexures nor he/she wants the promotion. Such teachers will not be considered for promotion under any circumstances.

The procedure for inclusion/updation of name is as under:-

1. The concerned interested teacher should intimate in writing to their HOS that their name should be included/updated in the Final Eligibility List. In case the HOS concerned has any problem in filling the online Annexures due to any technical or administrative reason the same should be brought to the notice of the E-II Branch at HQ before 30 June 2017.
2. After receiving the requests from the eligible teachers for inclusion/updation, the concerned HOS must fill up the Annexures online well before the closing date for submission i.e. 04/7/2017. The HOS concerned will submit the online Annexures through MIS Module from Departmental website i.e. [www.edudel.nic.in](http://www.edudel.nic.in) from **school login** → **PERSONEL** → **PROMOTION** → **EMPLOYEE ELIGIBILITY FOR PROMOTION PERFORMA** → **EMPLOYEE ELIGIBILITY REPORT**.

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22/6/17

All the eligible interested TGTs who have not got their names included/updated in the Final Eligibility List must submit their application in writing to the concerned HOS for inclusion/updation of their name before the last date i.e. **01/07/2017**. The last date of submission of Annexure A and B online by the Head of School is **04/7/2017**.

All Principals/HOSs shall ensure that each concerned teacher has been informed in writing about the contents of this Circular.

In case, the HOS/Principal concerned fails to submit the online Annexures within the prescribed time period, appropriate action as per Rules will be initiated against him/her for dereliction of duty.

This issues with the approval of competent authority.



(Manvinder Singh)  
Assistant Director (E-II)

No: DE.2 (2) (1)/E-II/2015-16/ 889

Dated: 22/6/17

Copy forwarded to:-

1. All the Deputy Directors of Education, Govt. of NCT of Delhi with the direction to obtain an undertaking from all the HOSs in the District that the contents of the Circular has been brought to the notice of each and every eligible TGT whose name is missing in the Eligibility list and their signatures have been obtained in the Order Book of the HOS.
2. All Head of Schools, Directorate of Education with the direction to get the contents of the Circular noted by the eligible teachers and Certificate to this effect be sent to the DDE concerned.
3. JDE (IT), Directorate of Education, Old Sectt. to upload the circular in the website of the Directorate.
4. Office order file/Guard file.



(Manvinder Singh)  
Assistant Director (E-II)

## Annexure-A

THIS PROFORMA SHOULD BE FILLED ONLY BY THOSE TEACHERS WHOSE NAMES ARE NOT IN THE LIST AND ELIGIBLE FOR PROMOTION TO THE POST OF LECTURER.

**PROFORMA FOR INCLUSION OF NAME IN THE TENTATIVE ELIGIBILITY LIST 2015-16 FOR PROMOTION AS LECTURER IN RESPECT OF ELIGIBLE TEACHERS WHOSE NAMES DO NOT FIGURE IN THE TENTATIVE ELIGIBILITY LIST**

Empl. ID	Name of Teacher/ Desig.	Category (Gen/SC/ST)	Seniority No. & Block Year as TGT	DOB	Date of Apptt. as TGT	Subject for promotion as per Recruitment Rules.	Particulars of Qualification as mentioned in the Master's Degree, Provisional Certificate or Final Year consolidated Marksheet which ever is earlier	Date of acquiring requisite qualification i.e. strictly as per Date of issue of Master's Degree of concerned subject, Provisional certificate or Final Year Consolidated Marksheet which ever is earlier
1	2	3	4	5	6	7	8	10
Second Subject for promotion								
Third Subject for promotion								
Preference of promotion out of the above subjects, in chronological order								

1. The seniority Number is as per the seniority list as well as bulk modification order circulated vide No.DE.3(104)/E-III/SNTY/BULK/2011/2229 dated 11-05-2012 and rest of the particulars filled above are correct.
2. I shall not submit my refusal after being promoted as Lecturer.
3. I shall not file any claim, in case of my promotion awarded as per preference given by me in chronological order in the subject wherever vacancy available.
4. The documents in support of above cited educational qualification is enclosed.

(SIGNATURE OF APPLICANT)

Note: If any applicant files his refusal for promotion after the last date of the filing application that shall not be entertained, in any case, however, he may file refusal prior to last date i.e. 25-11-2016.

## Annexure-B

THIS PROFORMA SHOULD BE FILLED ONLY BY THOSE TEACHERS WHOSE NAMES  
ARE IN THE TENTATIVE ELIGIBILITY LIST

### PROFORMA FOR CORRECTION IN THE PARTICULARS OF TENTATIVE ELIGIBILITY

#### LIST FOR PROMOTION AS LECTURER FOR THE YEAR 2015-16

Emp. ID	Name of Teacher/Desig/Sch Name/ID/Distt	Category (Gen/SC/ST)	Seniority No. & Block Year as TGT	Date of Apptt. As TGT	Subject for promotion as per Recruitment Rules	Particulars of Qualification as mentioned in the Master's Degree, Provisional Certificate or Final Year consolidated Marksheet which ever is earlier	Date of acquiring requisite qualification i.e strictly as per Date of issue of Master's Degree of concerned subject Provisional certificate or Final Year Consolidated Marksheet which ever is earlier	Remarks (correction if any)
1	2	3	4	5	6	7	8	9
Second Subject for promotion								
Third Subject for promotion								
Preference of promotion out of the above subjects, in chronological order								

1. The seniority no. is as per the seniority list as well as bulk modification order circulated vide No.DE.3(104)/E-III/SNTY/BULK/2011/2229 dated 11-05-2012 and rest of the particulars filled above are correct.
2. I shall not submit my refusal after being promoted as Lecturer.
3. I shall not file any claim, in case of my promotion awarded as per preference given by me in chronological order in the subject wherever vacancy available.
4. The documents in support of above cited educational qualification is enclosed.

(SIGNATURE OF APPLICANT)

Note: If any applicant files his refusal for promotion after the last date of the filing application that shall not be entertained, in any case, however, he may file refusal prior to last date i.e. 25-11-2016.