## GOVERNMENT OF N.C.T. OF DELHI OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION DISTRICT NORTH WEST (A), BL-BLOCK, SHALIMAR BAGH, DELHI

F.1/DNWA/ADMN/Promotion/2022/1698-1704

DATED:- 26 08 2022

## CIRCULAR

Subject:- Regarding Original Document Verification of Promoted Teachers from Asstt. Teachers Primary/Nursery to TGT vide Order No. F.No. DE.3(109)/E-III/Promotion/2021/1962-68 dated 29/07/2022 and F.No. DE 3(109)/E-III/Promotion/2021/1969-78 dated 29/07/2022.

In pursuance of promotion order No. DE.3(109)/E-III/Promotion/2021/1962-68 dated 29/07/2022 and DE 3(109)/E-III/Promotion/2021/1969-78 dated 29/07/2022, the District Level Screening Committee has been constituted by District North West-A authorities for checking/verification of original documents of the promoted teachers. The Schedule for the verification of documents is attached as Annexure-A for the recently promoted teacher for Assistant Teachers Primary/Nursery to TGT posted in District North West-A. The list of necessary Documents required at the time of verification as per check list is attached here with as Annexure-B.

Accordingly, such teachers posted in District North West-A as per Annexure-A are hereby directed to report for the verification of their documents on their respective scheduled date & time. lide Di Jur No.

Enclosures: As above.

**DEPUTY DIRECTOR OF EDUCATION** DISTRICT NORTH WEST-A

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Copy to:

- 1. P.S. to Pl. Secy. Education
- 2. P.S to DE, Dir. Of Education

LEGOVY A ADMN, Promet by /2022/

- 3. RDE, North
- 4. DDE, E-III
- 5. Incharge (Computer Cell), Dte. Of Education
- 6. Guard File

DEPUTY DIRECTOR OF EDUCATION DISTRICT NORTH WEST-A

## Check List for Document Verification of recently promoted Assistant Teacher Primary/Nursery to TGT from EDMC/SDMC/NDMC

HULLER		Page No.
S.No.	Documents as attached	
1.	Personal Detail/ Verification Proforma as attached	
2.	Certificate regarding Educational Qualification duly attested by HOS MCD (in Attached Proforma)	
3.	N. DDA Ma Bonalty Certificate	
4.	Certificate regarding dise-non/suspension/break-in-service	
5.	Vigilance Clearance Status Report	4-1-1
6.	Cast Certificate (whereas applicable) (Duly attested by	
7.	Copy of mark-sheet & Degree/Provisional certificate of Diploma (JBT/NTT/D.Ed./Equivalent Course(Duly attested by concerned	
Commete mountely	Copy of Year wise mark sheet & Degree/provisional certificate of Graduation (B.A./B.Sc./B.Com/Equivalent Course (Duly of Graduation by concerned HOS MCD)	ichait PI
9. S-140.	Copy of mark-sheet & Degree/Provisional certificate of	Pall
10.	Copy of mark-sheet of secondary level only (Duly attested by	
11.	Copy of permission of getting Higher Educational qualification from concern department (Duly attested by concerned HOS	
4,		
12.	Copy of service book 1 <sup>st</sup> page (personal details) and copy of page having entries of requisite educational qualifications (Du	
	n Lation clear certificate	
13.	Unit/Mit/Directeduda an Louise Louise Comes Las	

Note: The Concerned teacher is hereby directed to bring all the above mentioned documents in original at the time of verification (Except for service book).

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## PERSONAL DETAIL/Verification PROFORMA FOR PROMOTED TEACHERS FROM Asst. Tr. Pr./Nur.TOTGT

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一连 技艺 "数数数" "新知道"	TERMINE EFF	EDMC/NDM		<b>上心心,是"我们也在一条"是"无"之才心</b> 。

	ction order no :-			S	Serial no. :-
And the second of the second o	Name of the Official (in C	Capital Letter)			
	Employee Id (DOE)				
	Designation				
	Date of Birth t		ategory:-		
	Present Zone				
	Present School		Professional profe	2   1   1   1   1   1   1   1   1   1	
i.	Posted at (School ID and a	name)			
2. Det	ails of initial Appointmen	t as TGT in Directorate	of Education:		
	e of joining as Asst, Tr. Pri	the state of the s			
Marie I	ails of Educational Qualif		oook record :		
S.no.	Le Course	Name of University/Boo	ard Month & Year Qualification		Subject
1.	Secondary level mark Sheet				
2.	Diploma course (JBT/D Ed/ equivalent course)				this course
1 3.	B.Ed.	HINGS:			- (no need for this cours
4.	Graduation course				
	Master Degree in				45 125 1759 1633

[Name], S/o,D/o,W/o hereby declare that the information given above is true and correct to the best of my knowledge and belief. I have read and understood all the provisions of the Promotion Circular in this regard. In case any information is found false or incorrect on verification, the promotion may be cancelled and I will be liable for the action to be taken against me as per law.

Signature of Official

This is certified that:-

V - Charle

(Subject) (if any)

- 1. The above particulars have been carefully verified from the service book and other records of the official concerned and found correct.
- 2. There are no departmental proceedings / Vigilance case pending against the official concerned.

CERTIFICATE

Sign with stamp of the HOS

are of the School:		PHEATER AND
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CERTIFICATE REGARDING DIES NON/SUSPE	NSION/BREAT	K-IN-SERVICE
As per his/her service records available in the school		
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who is working in this school as		
his/her service has never been treated as Dies-Non and al	1 700	_ (Designation) and
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Asst. Teacher Primary/Nursery Category teachers counts	towards duty.	* 1
Date:		
Promotion order no :	Head of Sci	nool
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Name of the School:		diam.	
School Code:			
CERTIFICATE REGARD	DING QUALIFI	CATION	
Certified that Sh./Smt./Ms.			_ working in the
school since			
I.D. No, D.O.B:			
the prescribed educational qualification	as per Recru	itment Ru	les for promotion
to the post as TGT	(su	bject nam	e) for the vacancy
year 2021 & 2022 anticipated vacancy a	nd also certify	that the	recognition of the
University/Institutions and authenticity	& validity of	Degree/C	ourse from which
essential qualification has been acquired	is as per Recr	uitment R	tules.
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school since			
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proforma./Institutions and Luthenticit	y c	degree/(	
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Serial No.:-			
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