

**OFFICE OF DEPUTY DIRECTOR OF EDUCATION
DISTRICT SOUTH EAST
C-BLOCK DEFENCE COLONY, NEW DELHI-110024**

No. DDE/SE/Promotion/Relieving/2022/Pt.II/

Dated:

ORDER

Subject:- Regarding Verification of documents in r/o promoted teachers from Asstt. Teachers Primary/Nursery to TGT/TGT(MIL).

Assistant Teachers (Primary/Nursery) of Municipal Corporations of Delhi and Dte. of Education have been promoted vide Dte. of Education, GNCT of Delhi order No. 1 & 2 bearing No. DE/3(109)/E-III/Promotion/2021/1969-78 dated 29.07.2022 & posting orders dated 25.08.2022.


In the above said posting order concerned Municipal Authority has been requested to direct the promoted teachers to contact DDE District South-East for verification of original documents and other relevant documents along with the latest Vigilance Clearance Certificate and NO RDA/No Penalty Certificate. The teacher will get a certificate from concerned DDE district so that the promoted teachers may be relieved from his/her duty from concerned school(s) of MCD. All the Assistant Teachers of MCD are directed to contact office of DDE (SE) to comply with the requisite formalities.

In view of the above to facilitate relieving of the promoted teachers a programme for verification of documents has been scheduled as per details given below: -

Assistant teachers promoted to the Post of TGT/TGT (MIL) of this district, shall report to the Committee Members at **Room No. 10 for Zone – 25 & Room No. 13 for Zone - 29, 1st Floor, O/o DDE, District South-East, C-Block, Defence Colony, Delhi-110024 on 07-09-2022 from 11:00 A/M** positively, along-with all Original Education Qualification Certificates/Degree, Caste Certificate (if any), Vigilance Clearance Report, No RDA/No Penalty Certificate, Two latest attested Photographs and 01 sets of self attested photocopies of educational documents.

For carrying out the above verification/checking progress a committee comprising the following members is constituted, it will submit the reports to the DDE (South-East).

Committee of District (South-East) Zone-25		
1	Dr. A. K. Tyagi, DDE (Zone-25)	Chairman
2	Sh. B. M. Panchal, Vice Principal, SBV Sadiq Nagar (1924009)	Member
3	Smt. Shobha Singh, Vice Principal, Govt. Co-ed. SSS, Lajpat Nagar (1925335)	Member
4	Smt. Mariam M Lakra, V. Principal, Rani Durgawati S. Vidyalaya Kidwai Nagar (1924039)	Member
5	Smt. Madhu Sachdeva, V. Pricipal, S. (Co-ed)V. Hari Nagar Ashram (1924043)	Member
6	Smt. Meenakshi Mathur, Section Officer, Zone - 25	Member


Dy. Director of Education
Distt. South East
Defence Colony
Govt. of NCT of Delhi

Committee of District (South-East) Zone-29		
1.	Dr. Indal Singh, Addl. DDE (Zone-29)	Chairman
2	Sh. P. K. Gupta, Principal, SBV No.2 Molarband (1925402)	Member
3	Smt. Rubal Gupta, Vice Principal, GGSS TKD Extn. (1925048)	Member
4	Smt. Geeta Devi, V. Principal, GGSSS, Madanpur Khadar, (1925404)	Member
5	Smt. Kavita Saini, V. Pricipal, GGSSS, Jasola Village (1925345)	Member
6	Smt. Amarpal Kaur Bindra, Section Officer, Zone - 29	Member

The committee mentioned above are hereby requested to accomplish the process in a time bound manner as stipulated vide orders of E-III, DoE referred above.

**Dy. Director of Education
District South East**

No. DDE/SE/Promotion/Relieving/2022/Pt.II/ 554-560

Dated: 27/08/2022

Copy for information to: -

1. P.S. to DE, Directorate of Education, GNCTD Delhi, Old Secretariat, Delhi.
2. Director of Education, South Delhi Municipal Corporation, Education (HQ), Dr. Shyama Prasad Mukherjee, Civic Centre, E-Block, 23rd Floor, JLN Marg, New Delhi -110002 (With the request to kindly direct the Assistant Teacher(s) concerned to report at the verification venue on the stipulated date and time).
3. DDE (E-III), Dte. of Education, GNCTD Delhi, Old Secretariat, Delhi.
4. DDE (Zone-25) & Addl. DDE (Zone-29) District South-East.
5. Principal/HOS of District South-East & concerned SO(Zone-25/29)
6. In-Charge Computer Cell, Directorate of Education with the request to upload the same on the official website of the Directorate of Education.
7. Guard file.

Dy. Director of Education

District South East
Dy. Director of Education
Distt. South East
Defence Colony
Govt. of NCT of Delhi

(Zone-25)

CHECK LIST FOR VERIFICATION OF DOCUMENTS OF TGT

1. NAME AND DESIGNATION :
2. DATE OF BIRTH :
3. FATHER'S/HUSBAND NAME :
4. CATEGORY :
5. MOBILE NO. :
6. SINGNATURE OF APPLICANT :

S.N.	Essential Documents	Original seen (Yes/No)	Self attested photocopies received (Yes/No)	Year of Passing	% of Marks	Subject
1	Matriculation/10 th Certificate					
2	10 th Mark Sheet					
3	Date of Birth as per Matriculation Certificate					
4	Age as on 31.08.2022					
5	Mark Sheet of 10+2					
6	Certificate of 10+2					
7	Mark Sheet of Graduation					
8	Degree of Graduation					
9	Whether the Candidate has studied concerned subject in all parts of Graduation					
10	Whether the candidate has obtained 45% Marks in aggregate in Graduation					
11	Condition of minimum marks of 45% relaxed or not. If yes mentioned the category under which exemption is given (SC/ST/PH/Post Graduation)					
12	2 nd School Subject Studied in Graduation					

13	Mark Sheet of B.Ed.					
14	Degree of B.Ed. Methodology (Subject) of teaching opted in B.Ed.					
15	Mark Sheet/Degree of Post Graduation (optional)					
16	Caste Certificate (SC/ST/OBC/PH/EWS)					
17	AADHAR NO.					

Certified that all the original documents in r/o Educational qualification, caste, DOB etc have been checked by me and the candidate has been found to have fulfilled the eligibility criteria on the basis of documents submitted by him/her.

It is also certified that photograph and Signature of the candidate have been checked as per Govt. issued ID and it belongs to the candidate whose verification has been done.

CHECKED BY

(Signature)

Sh. B.M. Panchal (V. Principal)
SBV Sadiq Nagar (1924009)

(Signature)

Smt. Shobha Singh, (V. Principal)
Govt. Co-ed. SSS Lajpat Nagar, (1925335)

(Signature)

Ms. Mariam M Lakra (V. Principal)
Rani Durgawati Sarvodaya Vidyalaya
Kidawai Nagar (1924039)

(Signature)

Smt. Madhu Sachdeva (V. Principal)
S. (Co-ed) V. Hari Nagar Ashram (1924043)

VERIFIED BY

(Signature)


Meenakshi Mathur
SECTION OFFICER
ZONE - 25


COUNTER SIGNED BY

Dr. A.K. Tyagi,
DDE (Zone-25)

**List of Teachers Promoted to the post of TGT/TGT (MIL) from MCDs & Dte. of Education
Zone – 25
District South-East**

S. No.	Name of Employee & Emp. ID	Post	DOB	Category	Posted at
1.	Vikram Verma 20221901	TGT(Skt.)	19.07.1986	General	NFC CSA GBSSS 1925005
2.	Shama 20221810	TGT (Hindi)	30.03.1989	General	Joga Bai SKV 1925049
3.	Asha Rani 20221392	TGT (Social Science)	04.01.1965	SC	NFC SKV 1925033
4.	Kavita Khursija 20221417	TGT (Social Science)	26.05.1965	General	Kidwai Nagar S. Vidyalaya (Rani Durgawati) 1924039
5.	Rajita 20221672	TGT (Social Science)	22.12.1981	General	East of Kailash No. 1 GGSSS 1924032
6.	Sufia 20221522	TGT (Social Science)	06.08.1988	General	Joga Bai SKV 1925049
7.	Alka Chaturvedi 20221370	TGT (Math)	21.11.1985	General	Andrews Ganj SKV 1924033
8.	Sunita Chopra 20221347	TGT (Math)	16.07.1976	General	Kidwai Nagar S. Vidyalaya (Rani Durgawati) 1924039
9.	Sangeeta Sharma 20221272	TGT (Eng.)	09.12.1984	General	NFC SKV 1925033
10.	Sunita Sharma 20080164	TGT (Hindi)	From Dte. of Education	General	Joga Bai SKV 1925049
11.	Muslima Hayat 19950093	TGT (Social Science)	From Dte. of Education	General	Joga Bai SKV 1925049


Section Officer (Admin)
Dte. of Education (SE)
Defence Colony N.D.


26/8/2022
Dy. Director of Education
Distt. South East
Defence Colony
Govt. of NCT of Delhi

(Zone-29)

CHECK LIST FOR VERIFICATION OF DOCUMENTS OF TGT

1. NAME AND DESIGNATION :
2. DATE OF BIRTH :
3. FATHER'S/HUSBAND NAME :
4. CATEGORY :
5. MOBILE NO. :
6. SINGNATURE OF APPLICANT :

S.N.	Essential Documents	Original seen (Yes/No)	Self attested photocopies received (Yes/No)	Year of Passing	% of Marks	Subject
1	Matriculation/10 th Certificate					
2	10 th Mark Sheet					
3	Date of Birth as per Matriculation Certificate					
4	Age as on 31.08.2022					
5	Mark Sheet of 10+2					
6	Certificate of 10+2					
7	Mark Sheet of Graduation					
8	Degree of Graduation					
9	Whether the Candidate has studied concerned subject in all parts of Graduation					
10	Whether the candidate has obtained 45% Marks in aggregate in Graduation					
11	Condition of minimum marks of 45% relaxed or not. If yes mentioned the category under which exemption is given (SC/ST/PH/Post Graduation)					
12	2 nd School Subject Studied in Graduation					

13	Mark Sheet of B.Ed.					
14	Degree of B.Ed. Methodology (Subject) of teaching opted in B.Ed.					
15	Mark Sheet/Degree of Post Graduation (optional)					
16	Caste Certificate (SC/ST/OBC/PH/EWS)					
17	AADHAR NO.					

Certified that all the original documents in r/o Educational qualification, Caste, DOB etc have been checked by me and the candidate has been found to have **fulfilled** the eligibility criteria on the basis of documents submitted by him/her.

It is also certified that photograph and Signature of the candidate have been checked as per Govt. issued ID and it belongs to the candidate whose verification has been done.

CHECKED BY

(Signature)
Sh. P. K. Gupta (Principal),
SBV No. 2 Molarband (1925402)

(Signature)
Smt. Rubal Gupta (V. Principal)
GGSS TKD Extn. (1925048)

(Signature)
Smt. Geeta Devi (V. Principal),
GGSSS Madanpur Khadar, (1925404)

(Signature)
Smt. Kavita Saini (V. Principal)
GGSSS Jasola Village, (1925345)

VERIFIED BY

Sh. Amar Pal Kaur Bindra
SECTION OFFICER
ZONE - 29

COUNTER SIGNED BY

Dr. Indal Singh,
Addl. DDE (Zone-29)
District South-East

**List of Teachers Promoted to the post of TGT/TGT (MIL) from MCDs & Dte. of Education
Zone – 29,
District South-East**

S. No.	Name	Post	DOB	Category	Posted at
1.	JAIPAL SINGH 20221928	TGT (Urdu)	25/06/1987	General	GBSSS Badarpur, No.3 1925247
2.	Seema rani 20221916	TGT (SKT)	15/06/1967	General	Tughlakabad Rly Cly No.2 GGSSS 1925046
3.	Tripta Jain 20221919	TGT (SKT)	06.02.1967	General	Badarpur No. 3 GGSSS 19250248
4.	Alka Verma 20221866	TGT (Hindi)	30..08.1983	General	Kalka ji DDA Flats Phase II, Govt co-ed SSS 1925041
5.	Anil Kumar Tanwar 20221702	TGT (Hindi)	01.01.1986	General	Kalkaji No. 2 S (Co-ed) V 1925038
6.	Arun Kumar Meena 20221680	TGT (Hindi)	03.12.1988	General	Tehkhand GBSSS 1925356
7.	Ashok Kumar Meena 20221699	TGT (Hindi)	04.05.1986	General	J Block Sangam vihar SBV 1923357
8.	Vimla 20221775	TGT (Hindi)	10.09.1976	General	Madanpur Khadar GGSSS 1925404
9.	Jyoti 20221807	TGT (Hindi)	10.01.1977	General	SKV Rani Jhansi 1925031 Tughlakabad Rly Cly
10.	Rajinder Singh 20221684	TGT (Hindi)	12.11.1965	General	Molarband No. 3 GBSSS 1925399
11.	Ram Bhajan Meena 20221705	TGT (Hindi)	14.05.1983	General	Molarband No. 3 GBSSS 1925399
12.	Reena Khullar 20221772	TGT (Hindi)	26.07.1974	General	Madanpur Khadar No.1, SKV 1925062
13.	Sanjeet Kumar Niranjan 20221694	TGT (Hindi)	01.09.1979	General	Molarband No. 1 SBV 1925009
14.	Sarita 20221755	TGT (Hindi)	27.08.1963	General	Molarband No. 4 GGSSS 1925400
15.	Surender Pal Singh 20221690	TGT (Hindi)	10.10.1967	General	Molarband No. 2, SBV 1925402
16.	Suresh Kumar Meena 20221704	TGT (Hindi)	10.07.1981	General	J Block Sangam vihar SBV 1923357
17.	Vijay Singh Meena 20221738	TGT (Hindi)	10.07.1980	General	Molarband No. 3 GBSSS 1925399
18.	Vikram Singh Meena 20221703	TGT (Hindi)	02.02.1983	General	Molarband No. 1 SBV 1925009
19.	Anuradha 20222005	TGT (Natural Science)	10.07.1989	General	SKV Rani Jhansi 1925031 Tughlakabad Rly Cly
20.	Bhawna Dutta 20221970	TGT (Natural Science)	13.03.1973	General	Badarpur No. 2 GGSSS 1925054
21.	Jyoti 20221971	TGT (Natural Science)	14.10.1973	General	Badarpur No. 2 GGSSS 1925054
22.	Kavita Arora 20221989	TGT (Natural Science)	23.07.1987	General	Badarpur Tajpur Pahari GGSSS 1925359
23.	Mamta Khan 20221990	TGT (Natural Science)	26.01.1981	General	Madanpur No. 1 SKV 1925062

[Signature]
Section Officer (Admin)
O/o DDE (SE)
Block Defence Colony N.D.

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	Nirmal Tuteja 20221954	TGT (Natural Science)	04.01.1972	General	SKV Rani Jhansi 1925031 Tughlakabad Rly Cly
25.	Reena Pandita 20221957	TGT (Natural Science)	25.11.1969	General	SKV Rani Jhansi 1925031 Tughlakabad Rly Cly
26.	Reeta Chandnani 20221962	TGT (Natural Science)	29.09.1973	General	SKV Rani Jhansi 1925031 Tughlakabad Rly Cly
27.	Afsan Lateef 20221665	TGT (Social Science)	09.06.1987	General	Jasola Village GGSSS 1925345
28.	Ajay Kumar Singh 20221651	TGT (Social Science)	31.12.1979	General	Badarpur Tajpur Pahari GBSSS 1925360
29.	Anuradha 20221480	TGT (Social Science)	14.03.1971	General	Tughlakabad Rly Cly No.2 GGSSS 1925046
30.	Aruna Kalra 20221427	TGT (Social Science)	28.12.1966	General	Tughlakabad Rly Cly No.2 GGSSS 1925046
31.	Azharuddin 20221628	TGT (Social Science)	05.03.1988	General	SBV Noor Nagar 1925002
32.	Babloo Ram Meena 20221623	TGT (Social Science)	07.06.1986	General	J Block Sangam vihar SBV 1923357
33.	Bansi Lal 20221660	TGT (Social Science)	30.03.1977	General	Tughlakabad Rly Cly No.2 GBSSS 1925058
34.	Dheeraj Khanna 20221461	TGT (Social Science)	03.05.1966	General	Badarpur Tajpur Pahari GGSSS 1925359
35.	Kanchan Sharma 20221527	TGT (Social Science)	11.03.1990	General	Badarpur No. 3 GGSSS 1925248
36.	Kapil Kumar 20221624	TGT (Social Science)	31.07.1978	General	Jasola Village GBSSS 1925353
37.	Lalit Kumar 20221663	TGT (Social Science)	14.07.1984	General	Tughlakabad Rly Cly No.2 GBSSS 1925058
38.	Lokender Kumar 20221648	TGT (Social Science)	26.06.1987	General	Badarpur No.2 GBSSS 1925051
39.	Manju Bala 20221464	TGT (Social Science)	09.05.1968	General	Badarpur Tajpur Pahari GGSSS 1925359
40.	Manju Rani 20221478	TGT (Social Science)	07.05.1976	PWD	Badarpur Tajpur Pahari GGSSS 1925359
41.	Manoj Kumar Meena 20221397	TGT (Social Science)	01.04.1981	General	Tekhand GBSSS 1925356
42.	Manzoor Zaki . 20221398	TGT (Social Science)	12.01.1987	General	Noor Nagar SBV 1925002
43.	Mini Bhutani 20221455	TGT (Social Science)	18.08.1967	General	Badarpur No. 2 GGSSS 1925054
44.	Mustaq Ahmed 20221652	TGT (Social Science)	02.02.1983	PWD	Tughlakabad Ext. SBV 1925056
45.	Neetu Chauhan 20221556	TGT (Social Science)	29.05.1986	General	Madanpur Khadar No. 1, SKV 1925062
46.	Pramila 20221506	TGT (Social Science)	08.05.1984	General	Badarpur No. 3 GGSSS 1925248
47.	Sunita Sharma 20221510	TGT (Social Science)	17.11.1977	General	Badarpur No. 3 GGSSS 1925248
48.	Surinder Kaur 20221533	TGT (Social Science)	21.01.1988	General	Badarpur No. 3 GGSSS 1925248
49.	Upendra Kumar 20221619	TGT (Social Science)	10.01.1985	General	Molarband No. 1 SBV 1925009
50.	Ved Singh Meena 20221625	TGT (Social Science)	06.01.1986	General	Molarband No. 3 GBSSS 1925399

Section Officer (Admin)
O/o DDE (SE)
C-Block Defence Colony N.D.

24/8

NDy. Director of Education
Distt. South East
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	Vinod Kumar 20221664	TGT (Social Science)	04.01.1985	General	Badarpur No. 1 GBSS 1925015
52.	Yograj Meena 20221650	TGT (Social Science)	20.09.1988	General	Molarband No. 1 SBV 1925009
53.	Raghuvir Prasad Kirar 20221327	TGT (Math)	02.02.1973	General	Molarband No. 1 SBV 1925009
54.	Haleema Firdaus 20221250	TGT (English)	20.10.1985	General	Noor Nagar SKV 1925035
55.	Harish Kumar 20221230	TGT (English)	15.11.1978	General	Kalkaji No. 2 S (Co-ed) V 1925038
56.	Shamim Ahmad 20221228	TGT (English)	08.07.1977	General	Tughlakabad Ext. SBV 1925056
57.	Soniya Singh 20221300	TGT (English)	01.10.1987	General	SKV Rani Jhansi 1925031 Tughlakabad Rly Cly
58.	Anupam Bala 20072889	TGT (Hindi)	From Dte. of Education	General	Madanpur Khadar GGSSS 1925404
59.	Bhavna Dabas 20040155	TGT (Social Science)	From Dte. of Education	General	Tughlakabad Rly Cly No.2 GGSSS 1925046
60.	Deepika 20072656	TGT (Social Science)	From Dte. of Education	General	Madanpur Khadar GGSSS 1925404
61.	Parveen Kumari 20091555	TGT (Eng)	From Dte. of Education	General	Madanpur Khadar GGSSS 1925404
62.	Santosh Kumar Meena 20150902	TGT (Eng.)	From Dte. of Education	General	Tughlakabad Rly Cly No.2 GBSSS 1925058

Sushil Kumar
Section Officer (Admin)
O/o DDE (SE)
C-Block Defence Colony N.D.

[Signature]
Dy. Director of Education
Distt. South East
Defence Colony
Govt. of NCT of Delhi

Promotion from Asst. Tr. To TGT
To be verified by EDMC/NDMC/SDMC Concerned HOS

Promotion order No. & Sr. No.

A. Present Detail

- I. Name of the official (In capital letter):
- II. Employee ID (DOE):
- III. Designation :
- IV. Date of Birth:
- V. Category :
- VI. Present Zone :
- VII. Present School :
- VIII. Posted at (School ID and Name):

B. Detail of Initial Appointment as TGT in Dte. of Education

- I. Date of Joining as Asstt. Tr. Primary/Nursery :

C. Detail of Education Qualification as per service book record :

S. No.	Course	Name of Board/University	Month & Year of Acquiring Qualification	Subject
1.	Secondary			
2.	Sr. Secondary			
3.	Diploma Course(JBT/D.ED/Equivalent Course)			
4.	Graduation (BA/B.Sc./B.Com)			
5.	B.Ed			
6.	Master Degree in (subject if any)			

I, _____ 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 provisions of the promotion circular, 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
Name & Designation

CERTIFICATE

This to certified that:

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

Signature with stamp of the HOS

Name of School: _____

School ID/code: _____

CERTIFICATE REGARDING DIES-NON/SUSPENSION/BREAK-IN-SERVICE

As per his/her service records available in the school, it is certified that there is no break in service in respect of Sh./Smt./Km. _____, Emp ID _____ who is working in this school as _____ (Designation) and his/her service has never been treated as Dies-Non and also certified that period of posting as Asstt. Teacher Primary/Nursery Category teacher counts towards duty.

Date:

Head of School

Promotion Order No. & Sr. No.

Name of School: _____

School ID/code: _____

CERTIFICATE REGARDING QUALIFICATION

Certified that Sh./Smt./Ms. _____ working in this school since _____ as _____ (Designation) Emp Id No. _____ D.O.B. _____ has possessed the prescribed educational qualification as per Recruitment Rules for promotion the post of TGT _____ (Subject Name) for the vacancy year _____ and also certify that the recognition of the University/Institution and the authenticity & validity of Degree/Course from which essential qualification has been acquired is as per Recruitment Rules.

Date:

Head of School

Note: Attach copy of Degree/Provisional and Mark Sheet of Master Degree Course only of subject of promotion duly attested by HOS concerned with this performa.

Promotion Order No. & Sr. No.