

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION
OFFICE OF DEPUTY DIRECTOR OF EDUCATION
DISTRICT NORTH WEST-A, BL-BLOCK, SHALIMARBAG, DELHI

Email: ddenorthwesta@gmail.com

F.1/DNWA/ADMN/Promotion/2022/ 2726-31

DATED:26/12/2022

CIRCULAR

Subject: Regarding Original Document Verification of Promoted Teachers from Asstt. Teacher Primary/Nursery to TGT/TGT(Mil.).

In pursuance of promotion order No.DE.3(109)/E-11/Promotion/2021/3323 ,No.DE.3(109)/E-11/Promotion/2021/3324 No.DE.3(109)/EII/Promotion/2021/3326 and No.DE.3(109)/EII/Promotion/2021/3327 dated 19.12.2022 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 list of necessary Documents required at the time of verification as per check list is attached here with Annexure-A.

Accordingly, such teachers posted in District North West-A as per the list attached as Annexure-A are hereby directed to report for the verification of their documents on 27.12.2022 at 11:00 AM, at venue given below:

**Venue:- Sarvodaya Kanya Vidhalaya,
Badli Delhi (School ID: 1310034)**

Enclosure :As Above


RENU

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

F.1/DNWA/ADMN/Promotion/2022/ 2726-2731

DATED:26/12/2022

Copy To

1. P.S PI Secy Education
2. P.S DE.Dte Of Education
3. RDE North
4. DDE E-III
5. In Charge (Computer Cell) Dte Of Education
6. Guard File


RENU

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

List of Assistant Teacher promoted as TGT in r/o Distt. N/W-A

ANNEXURE A						
s. No.	Name	Emp. ID	Current Post	Curent School	New Post	New School
1	Rashmi	20091645	Assistant Teacher	Bakhtawarpur SKV	TGT English	Azadpur Village GGSS
2	Sonia	20072894	Assistant Teacher	Bawana SKV	TGT Hindi	Nithari GGSSS
3	Pankaj	20160112	Assistant Teacher	Sannoth SV	TGT Maths	Narela GGSS A6
4	Deepti Dabas	20160027	Assistant Teacher	SBV Bt Shalimar	TGT N. Sc.	Pitampura SV FU Block
5	Sujata	20160319	Assistant Teacher	Bakhtawarpur SKV	TGT Skt	Qadipur GGSSS
6	Archana Gautam	20160697	Assistant Teacher	Plot 5 A Block Skv Jahangirpuri	TGT S. Sc.	Rohini Sect 24 GGSSS
7	Neha Singh	20160498	Assistant Teacher	Badli SKV	TGT S. Sc.	Libaspur GGSSS
8	Ranjana Gautam	20160462	Assistant Teacher	GTB Nagar SKV	TGT S. Sc.	Roop Nagar RSV No 4
9	Sadhana	20160451	Assistant Teacher	SBV Tikri Khurd	TGT S. Sc.	Bankner GGSSS
10	Monika	20160043	Assistant Teacher	Pooth Khurd SKV	TGT N. Sc.	Bawana SKV
11	Pawan Kumar	20160283	Assistant Teacher	SBV, A Block Jahangirpuri	TGT N. Sc.	Narela SBV A6
12	Supriya	20226361	Assistant Teacher	MCD	TGT Hindi	GGSSS K Block Jahangirpuri
13	Preeti	20226335	Assistant Teacher	MCD	TGT Hindi	Bhalswa Village S V 1309280

Renu
26/12/22

**Check List for Document Verification of recently Promoted Asst. Teacher
Primary/Nursery to TGT**

S.No	Documents	Page no.
1	Personal Detail/Verification Proforma as attached	
2	Certificate regarding Educational Qualification duly attested by HOOS (copy attached)	
3	No RDA/No Penalty Certificate	
4	Certificate regarding dies-non/suspension/ break-in-service	
5	Vigilance Clearance Status Report	
6	Caste Certificate 6. (if any)	
7	Copy of mark-sheet & Degree/Provisional certificate of Graduation (B.A./B.Sc./B.com/Equivalent Course (Duly signed by concern HOS)	
8	Copy of mark-sheet & Degree/Provisional certificate of Bachelor of Education (Duly signed by concern HOS)	
9	Copy of permission of getting higher educational qualification form concern department (Duly signed by concern HOS)	
10	Copy of service book 1st page (personal details) and copy of page having entries of requisite educational qualifications (Duly signed by concern HOS)	
11		

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

Directorate of Education, Govt. of NCT of Delhi
DISTRICT NORTH WEST – A B.L Block Shalimar Bagh , NEW DELHI
PERSONAL DETAIL Verification PROFORMA FOR PROMOTED TEACHERS FROM Asst. Tr.
PrNur.To TGT

Promotion order no

Serial no:-

1. Present Details

1. Name of the Official (in Capital Letter): _____
2. Employee Id (DOE) : _____
3. Designation : _____
4. Date of Birth: _____ & Category . _____
5. Present Zone : _____
6. Present School : _____
7. Posted at (School ID and name) : _____

2. Details of initial Appointment as TGT in Directorate of Education:

(i) Date of joining as Asst. Tr. Primary/ Nursery: _____

3. Details of Educational Qualifications as per service book record:

S.No	Course	Name of University/Board	Month & Year of Acquiring Qualification	Subject
1	Matriculation(10 th)			
2	Bachelor Degree			
3	B.Ed			-(no need for this course)
4	Master Degree in (Subject) (if any)			

1. I _____ 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

CERTIFICATE

This is certified that

The above particulars have been carefully verified from the service book and other records of the official concerned and found correct.

There are no departmental proceedings/ Vigilance case pending against the official concerned.

Sign with stamp of the HOS

Name of the School: _____

School Code : _____

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

As per his/her service records available in the school, it is certified that there was no break in service in respect of _____, Employee I.D.: _____, who is working in this school as _____ (Designation) and his/her service has never been treated as Dies-Non and also certifies that period of posting as Asst. Teacher Primary/Nursery Category teachers counts towards duty.

Date :

Head of School

Promotion order no :-

Serial no. :-