

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION DISTT. CENTRAL/NEW
DELHI: PLOT NO.05. JHANDEWALAN, NEW DELHI

NO. F.DE.51/DDE/C&ND/ADMN/2024/1491-94

Dated 02/07/24

ORDER

Sub: Regarding original documents verification of promoted teachers from Asstt. Teacher Primary/Nursery to TGT vide orders dated 20/10/2023 and 25/06/2024 issued by E-III Branch, Directorate of Education.

Assistant Teachers (Primary/Nursery) of MCD & DoE who have been promoted vide Dte. of Education, GNCT of Delhi order No. 1 & 2 bearing no. DE.3(24)/E-III/Promotion/2023/1277-84 & DE.3(24)/E-III/Promotion/2023/1285-92 dated 27/09/2023 at posting orders dated 20/10/2023. Now, E-III Branch (HQ) vide order no. F.No.DE.3(24)/E-III/Promotion/2023/1031 dated 25/06/2024 has given a final opportunity for 05/07/2024 of the candidates who were promoted and did not joined earlier.

The schedule for the verification of documents for the recently promoted teachers for Assistant Teachers Primary/Nursery to TGT who have been posted in various schools of District (C/ND) with the necessary documents (in original & photo copies) required at the time of verification as per Annexures.

Accordingly, such left out teachers posted in District (C/ND) as per Annexures are hereby directed to report for the verification of their documents (in original & photo copies) **on 04/07/2024 between 10:00 AM to 4:00 PM in the Conference Room of DDE (C/ND) office.**

Encl: As above



DEPUTY DIRECTOR OF EDUCATION
DISTRICT CENTRAL/NEW DELHI

NO. F.DE.51/DDE/C&ND/ADMN/2024/1491-94

Dated 02/07/24

Copy for information:-

1. P.S. to Director, Directorate of Education, GNCT of Delhi, Old Sectt., Delhi-54
2. Director of Education, Delhi Municipal Corporation, Education (HQ), Dr. S.P. Mukherjee Civic Centre, 15TH Floor, Jawaharlal Nehru 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), Directorate of Education, GNCTD, Old Sectt., Delhi-54
4. Incharge (Computer Cell), Directorate of Education with the request to upload the same on the official website of the Directorate of Education.
5. Guard file.


DEPUTY DIRECTOR OF EDUCATION
DISTRICT CENTRAL/NEW DELHI

Annexure

Check List for Documents Verification of recently promoted Assistant Teacher (Primary/Nursery) & Lab Assistants to the post of TGT/TGT(MIL) from DOE.

S. No.	Documents	Page No.
1	Personal Detail/ Verification Proforma (as attached)	
2	Certificate regarding Educational Qualification duly attested by HOS of DOE (in Attached Proforma and must be printed on school letter head and must be properly dispatched)	
3	No Penalty Certificate/Vigilance Clearance Certificate (District Level)	
4	Certificate regarding dies-non / suspension / break-in-service by HOS of DOE (in Attached Proforma and must be printed on school letter head and must be properly dispatched)	
5	Caste Certificate (wherever applicable) (Duly attested by concerned HOS of DOE)	
6	Copy of mark-sheet & Degree/Provisional certificate of Diploma (JBT/NTT/D.Ed./Equivalent Course (Duly attested by concerned HOS of DOE)	
7	Copy of Year wise mark sheet & degree/provisional certificate of Graduation (B.A./B. Sc./B. Com/Equivalent Course (Duly attested by concerned HOS of DOE)	
8	Copy of mark-sheet & Degree/Provisional Certificate of Bachelor of Education (Duly attested by concerned HOS of DOE)	
9	Copy of Degree/Mark-Sheet of Secondary/Sr. Secondary level (Duly attested by concerned HOS of DOE)	
10	Copy of permission of getting Higher Educational qualification from concerned department (Duly attested by concerned HOS of DOE)	
11	Copy of service book 1 st page (personal details) and copy of page having entries of requisite educational qualification (Duly attested by concerned HOS of DOE)	

Promotion from Asst. Tr. To TGT
To be verified by MCD 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 is 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.

61	20233782	KAVITA TIWARI	F	TGT SOCIAL SCIENCE	1-Jun-68	1207038	Shakti Nagar, No.2-GGSSS
62	20233834	VIJAY MANCHAN DA	M	TGT SOCIAL SCIENCE	23-Jan-80	1309257	Jahangirpuri, Block E-GBSSS
63	20233902	GOBIND	M	TGT SOCIAL SCIENCE	29-Oct-77	1309262	Libaspur-GBSSS
64	20233803	KAMLESH RANI	F	TGT SOCIAL SCIENCE	5-Jul-73	1516030	Prem Nagar- GGSSS
65	20233829	BABU LAL MEENA	M	TGT SOCIAL SCIENCE	10-Oct-63	1923027	Sangam Vihar- GBSSS
66	20233876	REKHA MEENA	F	TGT SOCIAL SCIENCE	18-Jun-88	1923041	Hauz Rani- Sr.Sec.SKV (Raja RamMohan Roy)
67	20233862	KAVITA	F	TGT SOCIAL SCIENCE	25-Nov-91	1924044	Jungpura-S(Co- ed)V
68	20233781	ALKA ARORA	F	TGT SOCIAL SCIENCE	23-Jan-65	1925003	Chirag Enclave- S(Co-ed)V (Kautilya)
69	20233938	UMA DUGGAL	F	TGT SOCIAL SCIENCE	14-Jun-65	1925029	Kalkaji, No.1- SKV (Veer Savarkar) Chitranjan Park- S(Co-ed) V (Shyama Prasad Mukherjee)
70	20233789	SEEMA GUPTA	F	TGT SOCIAL SCIENCE	25-Sep-64	1925060	HARKESH NAGAR GBSSS
71	20233892	MOHD TAHIR	M	TGT SOCIAL SCIENCE	9-Jul-76	1925342	Dayanand Road- SKV
72	20233793	MONIKA GUPTA	F	TGT SOCIAL SCIENCE	10-Oct-68	2127016	Narela Sector B- 4, SV-1310408
73	20090852	SONIA	F	ASSISTANT	12-Jun-87	1310408	Wazirpur, J.J. Colony-SKV
74	20036006	RAJNI GAGNEJA	F	ASSISTANT	5 Dec-73	1411034	

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32	20234074	RAJ KUMAR	M	TGT HINDI	8-Jun-79	1925402	Molar Band, No.2- SBV
33	20234065	ASHOK KUMAR	M	TGT HINDI	1-Jan-69	1925447	Madanpur Khadar Extn. , Phase-III- SBV
34	20233965	MEENU YADAV	F	TGT HINDI	17-Apr-69	2127015	Mata Sundri Road-SKV
35	20233740	URVASHI	F	TGT MATH	29-Dec-78	1105018	Jafrabad, Zeenat Mahal(Urdu Medium)-SKV
36	20233731	MAHESH PRASAD	M	TGT MATH	10-Oct-63	1413071	Rohini, Sector 15-G(Co-ed)SSS
37	20233763	MANJU DEVI AGGARWA L	F	TGT MATH	13-Sep-86	1618264	Mohan Garden- GGSSS
38	20234239	GEETA CHOUHDA RY	F	TGT NATURAL SCIENCE	27-Sep-82	1002033	KalyanVas-SKV
39	20234208	KAVITA SHARMA	F	TGT NATURAL SCIENCE	28-Jun-67	1104019	Ghonda, No.2- SKV
40	20234170	VIJAIPAL	M	TGT NATURAL SCIENCE	15-Jul-67	1106005	Mandoli-GBSSS
41	20234229	SARITA	F	TGT NATURAL SCIENCE	15-Oct-78	1207008	Shankaracharya Marg,Shahed Bhai Bal Mukand-SV
42	20234242	SEEMA CHOWDHA RY	F	TGT NATURAL SCIENCE	4-Jan-84	1207036	Burari-SKV
43	20234233	ANJU BHUTANI	F	TGT NATURAL SCIENCE	7-Jul-87	1309263	Libaspur-GGSSS
44	20234198	ARCHNA GOOMER	F	TGT NATURAL SCIENCE	11-Aug-69	1617026	Nilothi-SKV
45	20234207	SEEMA VERMA	F	TGT NATURAL SCIENCE	15-Jan-67	1821206	Dwarka Sector- 6, Govt. (Co-ed) SSS (Site-I)

Distt. CIND