

No. EDN-KGR-IT-PMIS- /2016-17 - 1421-22

Office of the Deputy Director of Higher Education  
Kangra at Dharamshala

Dated Dharamshala the 22nd April, 2017.

To

All the Principals and Headmasters,  
GSSSs & GHSs,  
Distt Kangra HP

**Subject: Regarding online joining and relieving is mandatory in PMIS.**

Memo,

This is in refrence to the letter No. EDN-H(1)-10/2008-PMIS dated 22/04/2017, received from Worthy Director of Higher Education Himachal Pradesh, Shimla on the subject cited above.

As per directions of the Govt of Himachal Pradesh, the Department has initiated the process to issue on line transfer orders through PMIS. It is regularly coming to the notice of the undersigned that the PMIS record of the employees is not updated i.e. joining, Relieving, Transfer, Promotion, Regularisation, Designation (TGT to PGT etc).

Keeping in view the above facts, **Worthy Director of Higher Education has directed to ensure online relieving entry before issuing relieving orders and the joining of the incumbent should only be accepted after making joining entry in PMIS.** These instructions should be adhere to in letter and spirit.

Treat it as Most Urgent.

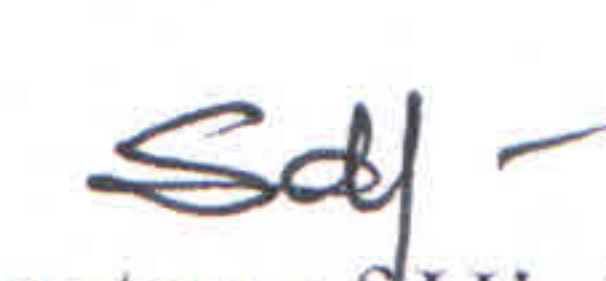
Encls:-1 No.

  
Deputy Director of Higher Education  
Kangra at Dharmshala.

Endst. Even No Dated Dharamshala the 22nd April, 2017.

Copy to:

1. The Director of Higher Education, Himachal Pradesh, Shimla for information please.
2. The Nodal Officer (e-Governance) to upload the letter on departmental website.

  
Deputy Director of Higher Education  
Kangra at Dharmshala.

MOST URGENT

EDN-H(1)-10/2008-PMIS - 1  
Directorate of Higher Education  
Himachal Pradesh

Dated: Shimla the April, 2017

To

All the Dy. Directors of Higher Education  
Himachal Pradesh.

Subject:- Regarding online Joining and Relieving is mandatory in PMIS.


Memo;

This is with reference to the letter No: Per(AR)B(15)-1/20017 dated: 1<sup>st</sup> March, 2017 received from Secretary (AR) to the GoHP and discussed in the review meeting held on 11<sup>th</sup> April, 2017 at Directorate of Hr Education on the subject cited above.

As per the direction of the Govt. of Himachal Pradesh the department has initiated the process to issue all the transfer orders through PMIS w.e.f 1<sup>st</sup> April, 2017. It is regularly coming to the notice that the PMIS record of the employees is not updated i.e. Joining, Relieving, Transfer, Promotions, Regularization, Designation(TGT to PGT).

Keeping in view the above cited facts, **the relieving & Joining of the officers/officials through PMIS has been made mandatory** to keep the record updated. Hence all the DyDHE/Principals/Heads of the schools will ensure the online relieving entry in PMIS before issuing the relieving order and the joining of the incumbent should only be accepted after making joining entry in PMIS. These instructions should be adhere<sup>to</sup> in letter & spirit

**Treat it as most important.**

  
Director Higher Education  
Himachal Pradesh

*Handwritten notes:*  
To all Dy. Directors  
(DHE)  
OR  
27/4/17

