



केन्द्रीय विद्यालय संगठन (मुख्यालय)  
KENDRIYA VIDYALAYA SANGATHAN  
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग  
18, Institutional Area Shaheed Jeet Singh Marg,  
नई दिल्ली/NEW DELHI-110016  
दूरभाष/Tele: 2685857 फ़ैक्स/Fax: 011-26514179  
वेबसाइट / Website: [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

F.No 11055/2/HM/2013-14/KVS (HQ)(Estt.II)

Dated: 09.07.2014

**MEMORANDUM**

On the recommendation of the Departmental Promotion Committee held on 16.07.2013 and with the approval of the Competent Authority, the following PRTs (Reserve panel) are promoted to the post of Headmaster/Headmistress in the pay scale of Rs.9300-34800 with grade pay of Rs.4600/- from the date he/she assume the charge of the post. He/She is posted to Kendriya Vidyalaya shown in column 7 against their names as given below:

Sl. No.	Sen. No.	Name of the teacher	Date of birth	Cat.	Present KV	Place of posting
1	2	3	4	5	6	7
1	989	SMT. SANTOSH ENDLEY	10.07.1954	Gen	NO.5, JAIPUR (Ist)	PHULERA
2	1199	SMT. ANJU BANSAL	14.08.1957	Gen	NO.1, PATHANKOT	BASOLI
3	1283	SMT. K.B. WASON	09.12.1955	Gen	NO.2, ROORKEE	ITBP, DEHRADUN
4	1692	SMT. SUDHA JAIN	05.10.1954	Gen	AFS, GURGAON	NO.3, AMBALA CANTT.
5	1728	SMT. SURINDER PAUL KAUR	13.01.1956	Gen	SRIGANGANA GAR	CHURU
6	5568	SMT. KAMLESH RANI	01.01.1960	SC	NO2, JALANDHAR	FEROZEPUR CANTT. NO.I
7	5569	SMT. JASWINDER KAUR	04.01.1961	SC	NO.4, JALANDHAR	FEROZEPUR CANTT. NO.II
8	5744	SMT. P.D. LAKRA	19.10.1958	ST	NAMKUM, RANCHI	BOKARO THERMAL

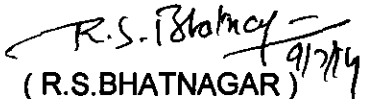
The teachers whose names are mentioned above, if accept the offer of promotion are hereby directed to give his/her acceptance unconditional by **12.07.2014** and get relieved upto **16.07.2014** and join at the place of posting as per rules. If he/she fail to get relieved by stipulated date, this offer of promotion would automatically be treated as withdrawn and he/she would stand debarred from getting further promotion for one year with attendant consequence with regard to seniority etc. w.e.f. **31.07.2014** as per KVS(HQ) No. F.11055/4/2011/KVS(HQ)RPS dated 05.05.2011.

The offer of promotion made under SC/ST quota is subject to production of recent certificate obtained from the competent authority of State Govt. in support of his/her continuing to belong to SC/ST as the case may be.

etc  
  


The teacher will have the option to get his/her pay fixed from the date of promotion or from the date of increment in the lower post i.e. on 1<sup>st</sup> July. Necessary option in this regard should be exercised within a month of his/her promotion.

No extension of joining time shall be allowed except for reasons of illness/confinement of the employee duly supported by medical certificate from Chief Medical Officer/Medical Supdt./Civil Surgeon of Govt. Hospital/Distt. Hospitals or from Chief Medical Officer of the Hospital of Public Sector Undertaking/Projects to which the school is attached/Military or Command Hospital as the case may be.

  
( R.S.BHATNAGAR )  
ADMINISTRATIVE OFFICER ( ESTT.)

Distribution:

1. The individual concerned. In case of acceptance of the promotion, he/she should get relieved latest by **16.07.2014** positively. In case he/she does not accept the promotion, KVSHQ should be intimated about the said in writing through Deputy Commissioner concerned immediately.
2. The Principal, KV concerned for necessary action. The employee, who is willing to join, convey his/her unconditional willingness/consent to the Kendriya Vidyalaya Sangathan (HQ) through their Principal by 16.07.2014 through e.mai followed by hard copy. Those not submitting such willingness/unconditional consent will be deemed to be not interested in offer of promotion and his/her offer of promotion shall stand automatically withdrawn without any further notice. The employee who has accepted the offer of promotion may be relieved accordingly to enable him/her to join at the place of posting. Before relieving, it may also be ensured that he/she is not under currency of any penalty and no vigilance/disciplinary case is pending/contemplated against him/her.
3. The Principal who is relieving the teacher and allowing the teacher to join should ensure once again that the teacher is having required academic qualifications/experience etc. as per KVS Recruitment Rules and **with the instructions to relieve/allow to join the employee on the basis of order sent through e.mail to avoid delay.**
4. The Principal where the employee is posted as Head Mistress/Master, with a request to intimate the date of joining of the individual immediately to the DC concerned/KVS(HQ).
5. The Dy. Commissioner, KVS, Regional Office Jaipur/Jammu/Dehradun/Gurgaon/Ranchi/Chandigarh. He/she is requested to ensure the implementation of time schedule given in SI.No.2 above and relieving of the willing employee. The date of relieving/joining of the teacher may also be intimated by **05.08.2014** to KVS(HQ) through e.mail followed by hard copy.
6. The Finance Officer, KVS, Regional Office /Jammu/Dehradun/Gurgaon/Ranchi/Chandigarh.
7. The Dy. Commissioner(Admn.)/RPS, KVS(HQ) for necessary action please.
8. EDP Cell, KVS (HQ) is requested to upload the same in KVS website.
9. Guard file.