

No. EDN-H (21) B (15)02/2009-SCERT/GCTE-  
Directorate of Higher Education  
Himachal Pradesh

Dated: Shimla-171001 the 3.2.2012

To

- 1 All the Principals of Govt. Colleges, in Himachal Pradesh
- 2 All the Dy. Directors of Higher Education, in Himachal Pradesh
- 3 All the Principals/Headmasters, GSSS/GHS in Himachal Pradesh

Subject:- Deputation of Teachers for various Training Programmes.  
Memo:

The Department always tries to sponsor the teachers to various training programmes in routine manner. There are two Training Institutions responsible for imparting training to employees to Education Department. The SCERT Solan has been assigned the training job of six districts (Bilaspur, Kinnaur, Solan, Shimla, Sirmour and Una). The training job for rest of districts i.e. (Chamba, Hamirpur, Kullu, Kangra, L&Spiti and Mandi) has been assigned to GCTE Dharamshala. Further at the State level Himachal Pradesh Institute of Public Administration, Fairlawn's Shimla organize various training programmes for all Departments.

At National level Centre for Cultural Resources and Training, 15-A Sector-7, Dwarka, New-Delhi under the aegis of Ministry of Culture, Govt. of India arrange training programmes from time to time throughout the country and ask for sponsoring the teachers for these training programmes. The Regional Institute of English, Chandigarh is conducting three months post graduate certificate course in teaching of English and every year request to depute 40 teachers.

It is the matter of great regret that inspite of the requests of this Directorate, Principal SCERT Solan and GCTE Dharamshala that the teachers so deputed for different training programmes do not take any interest and consequently, the quota allotted to the Department goes in vain. Some time teacher refuse to attend the training in one or other pretext which shows the laxious attitude of the teacher and is unbecoming on the part of teacher and violation of CCS (Conduct) Rules, 1965. The Department deposes the teachers for training programmes with a motive that he/she will be equipped with modern teaching techniques and make aware of the frequent changes in his/her subject that the students can be benefited.

Therefore, it is directed that in future the teacher deputed for a training programme must attend the same otherwise he/she shall be liable for disciplinary action for which he/she will be responsible. Further, on completion of the training programme he/she shall submit the feedback report on the proforma attached to the head of institution who will sent the same to the Department for taking further action.

Director of Higher Education  
Himachal Pradesh  
the

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Copy for information to:-

- 1 The Secretary (Higher Education), to the Govt. of Himachal Pradesh, Shimla-2.
- 2 The Principal SCERT Solan/GCTE Dharamshala with direction that the Dy. Directors of Higher Education should be intimated before the month of the training programme.

Director of Higher Education  
Himachal Pradesh

### FEEDBACK REPORT ON THE TRAINING PROGRAMME

1	Name & Designation of the teacher	
2	Name of the School	
3	Name of training agency	
4	Venue and duration of the Training Programme	
5	What is your specific experience about this training	
6	Do you feel any change after completion of the training programme?	
7	Do you think whether training programmes definitely increase performance of the employees?	
8	Any suggestion on your part to bring out improvement in education	