

Time Bound/Urgent
Personal attention

No. EDN-H (1)-10/2008-PMIS
Directorate of Higher Education
Himachal Pradesh

Dated: Shimla-171001, 3 November, 2011

To

The Principals of Block Resource Schools,
All Districts of Himachal Pradesh

Sub: **Regarding online updation of PMIS data on regular basis.**

Memo:

This is in continuation of all previous communications regarding the implementation of PMIS in the State.

The undersigned has observed that e-service books are still pending with some of the Heads of Institutions and most of the High Schools are unable to update the service status of employees due to various reasons. The primary factor responsible for non-updation of service books is the non-availability of internet/broadband in the Institutions. As the updation of service books being a regular activity, it has now been decided that the same will be carried out at Block Resource Schools under RMSA located in the State. These Block Resource Schools will act as Nodal points for updating/entering the service books of neighboring High/Sr. Sec. Schools. These Nodal points will extend all sorts of help to the neighboring High/Sr. Sec. Schools in updation and entry of service books from their available resources. The neighboring schools may be allowed to use of Computer System located IT Lab/ICT Lab. Block Resource Schools will seek help from Nodal Officer (IT) for any technical problem. The Nodal Officer (IT) of the concerned district will extend all type of help to the Principals of Block Resource Schools and he will be responsible for this. If the facility for entering/updating of the service books is available in the school itself, then the same be carried out in the school. The copy of Block Resource Schools is enclosed for ready reference.

Hence, it is therefore directed that all Block Resource Schools will help in entering/updating of e-service books of all neighboring High & Govt. Sr. Sec. Schools.



Director of Higher Education
Himachal Pradesh

Copy to: -

1. The Principal Secretary (Education) to the Govt. of Himachal Pradesh, Shimla-2 for information please.
2. All Principals of Govt. Colleges,/Sr. sec. schools/Headmasters Himachal Pradesh for ensuring that no employee be left uncovered under PMIS and all service books are verified and be updated regularly. Any deviation in implementing these instructions will lead to disciplinary action against the defaulters.
3. All Dy. Directors of Higher Education, Himachal Pradesh for providing necessary cooperation to all Block Resource Schools for entering/updating of e-service books. He will instruct the concerned IT Nodal officer to comply with these instructions
4. The Technical Officer, Directorate of Higher Education for necessary action and uploading the letter on departmental website i.e. www.educationhp.org.



Director of Higher Education
Himachal Pradesh