

**MOST IMMEDIATE**  
**PERSONAL ATTENTION**

**No.81120/DSE/ESTT.III/A/2022/1**  
**GOVERNMENT OF PUDUCHERRY**  
**DIRECTORATE OF SCHOOL EDUCATION**

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Puducherry, the 10.11.2022

**OFFICE MEMORANDUM**

**Sub: DSE-Estt.III- Filling up of the post of Trained Graduate Teacher by promotion from the grade of Primary School Teacher – Service Particulars - Called for – Reg.**

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It is proposed to fill up the vacancies in the grade of Trained Graduate Teacher under promotion quota. All the Inspecting Officers / Heads of Offices concerned are therefore requested to furnish the service particulars and Confidential Reports of all eligible Primary School Teachers who have completed 5 years of continuous service as on 01.10.2022 in their grade and are possessing a **Bachelor's Degree in the discipline of Physics or Chemistry or Computer Science ( Physical Science), Botany or Zoology (Life Science), History or Geography or Political Science or Economics or Commerce (Social Science) and French (Bachelor's Degree with Main Subject French Language)** with B.Ed., or B.T of any recognized University, and the Primary School Teachers who are eligible for promotion should have studied the particular regional language (Tamil as one of the subject in the Secondary level) except for the discipline of French, as per Recruitment Rules Notified vide G.O.Ms.No.6 dt.6<sup>th</sup> January 2011 in force, in the proforma enclosed **on or before 25.11.2022** without fail.

2. The details of PSTs who have been promoted as TGT/HM(Primary) and reverted back to PST on their own request shall be furnished in the remarks column.

3. The Inspecting Officers /Head of Institutions are hereby requested to bestow their personal attention in the matter and furnish the required details in consolidated manner and in time along with integrity certificate and non-contemplation of disciplinary proceedings certificate. In case, there are no eligible candidates a "NIL" report may be furnished without fail. The concerned Head of Offices are fully responsible for the left out cases, if any, in furnishing the above said particulars.

**/ BY ORDER /**

*F.P. Verbina Jayaraj*  
**(F.P. VERBINA JAYARAJ)**  
**DEPUTY DIRECTOR (ADMN.)**

Encl: as above

To

1. The Joint Director of School Education, Puducherry.
2. The Deputy Director of Secondary Education, Karaikal.
3. The Chief Educational Officer, Puducherry/Karaikal.
4. The Deputy Director (Women), Puducherry.
5. The Deputy Inspector of Schools, Zone-I, II, III, IV and V, Puducherry.
6. The Deputy Inspector of Schools, Zone-I, and II, Karaikal .
7. The Head of Institution concerned.
8. The DPA, Dte. of School Edn., Puducherry.....with instruction to upload in the website, immediately.

**PROFORMA (To be furnished along with a soft copy in excel format)**

**PARTICULARS OF ELIGIBLE PRIMARY SCHOOL TEACHERS FOR PROMOTION TO POST OF TRAINED GRADUATE TEACHER**

Sl.No	Name of the Primary school Teacher	School in which working at present	Seniority No. In the grade of Primary school Teacher	Date of birth	Date of Appointment in the present grade of Primary School Teacher on regular basis	Length of service in the post of Primary School Teacher as on 01.0102022(Years /Months/days)	Date of declaration of successful completion of probation.	Date of conformation	Date of Regularization	Qualification					Language studied upto secondary level (certificate should be enclosed)
										Education Degree (attested copy of UG level Degree certificate should be enclosed)			Professional qualification (attested copy of B.Ed or B.T degree certificate should be enclosed)		
										Degree	Main Subject	Year of passing	B.Ed/B.T	Year of passing	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)			(12)		(13)

Whether studied belongs to SC/ST/PH, If yes necessary certificate should be enclosed	Whether CRs for the period from 2016-17 to 2021-22 have been enclosed	Whether the official has filed his/her property returns for the current year in time. If so furnish the acknowledgement. No. & date(enclose the acknowledgement copy)	Whether Integrity beyond doubt (Certificate to be enclosed)	Whether any Disciplinary case is pending/being contemplated (certificate to be enclosed)	Present residential address and Mobile No.	Whether willing /unwilling (If unwillingness letter should be enclosed)	Remarks
(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)

Note: Study permission order should be enclosed, if he/she studied the required qualification after entering into regular service.

Certified that no eligible cases are left out.

Certified that all the above particulars have been verified with reference to the Service Book of the individual and found to be correct.

SIGNATURE OF HEAD OF OFFICE/  
HEAD OF INSTITUTION