

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM
KAHILIPARA, GUWAHATI-19.

No. DHE/CE/Misc/10/2020/2

Dated Kahilipara, the 04-02-2020.

From: Smti. Gitimoni Phukan, A.C.S.
Director of Higher Education, Assam
Kahilipara, Guwahati- 19.

To,
✓ The Principal (all) Provincialised colleges
P.O-.....
District.

Sub: Regarding submission of upto date vacancy position.

Sir,

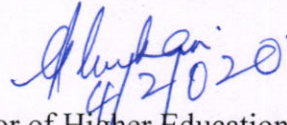
In inviting a reference to the subject cited above, I would like to forward herewith a format as "Proforma -I" for submission of upto date information about existing and probable vacant sanctioned post up to **March,2020** of teaching and Non-teaching staff of your college for taking further necessary action at this end.

Further, it may be stated here that the information should be excluded for the post for which permission for advertisement has already been obtained by the college authority.

The information should be submitted through this office mail No. gb.dheassam@gmail.com (in excel sheet) on or before **12-02-2020** positively without fail.

The matter may be treated as **Top Most Urgent**.

Yours faithfully,


Director of Higher Education, Assam
Kahilipara, Guwahati-19.

PROFORMA-1

UP-TO-DATE INFORMATION ABOUT VACANT SANCTIONED POST IN PROVINCIALISED COLLEGES

NAME OF COLLEGE :..... **P.O.**..... **DIST.**.....

STREAM IN THE COLLEGE : ARTS/SCIENCE/COMMERCE.

NUMBERS OF SANCTIONED POST : a) Teaching:....., b) Non-Teaching,Total =.....

Sl.No.	Name of post	Total Nos. of Sanctioned post (Deptt.-wise)	Nos. of vacant post	Cause of vacancy (Separately in detailed)	Approval of Roster (if yes, No. & Date of letter)	Original Post Sanctioning Order No. & Date	P.T.R. (In case of Teaching Staff only)
1	2	3	4	5	6	7	8
1	Principal						
2	Assistant Professor						
3	Librarian						
4	Assistant Librarian						
5	Library Assistant						
6	Library Bearer						
7	Junior Assistant						
8	Lab. Assistant						
9	Lab. Bearer						
10	Grade IV						

Principal,
College.....(Seal & Signature)