

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF DEPUTY DIRECTOR EDUCATION (SOUTH)
(ADMINISTRATION BRANCH)
ROOM NO.-17, FIRST FLOOR
DISTRICT SOUTH, SECTOR-III, R.K. PURAM, NEW DELHI-110022

CIRCULAR

Subject: Regarding Original document verification promoted teachers from Asstt. Teachers/ Primary /Nursery of MCD/DOE /to T.G.T/TGT(Misc) for the year-2023 (as on 01-01-2024).

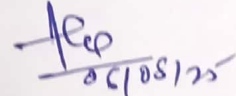
In pursuance of promotion order F.No. DE.3 (74)/E-III/Promotion/2024/1990-1981, dated 01.08.2025 & F.No. DE.3 (74)/E-III/Promotion/2024/1957-1969 dated 01-08-2025 and further posting Order No. DE.3 (24)/E-III/Promotion/2024/548-554 dated 11-04-2025 & posting Order No. DE.3 (24)/E-III/Promotion/2024/542-547 dated 11-04-2025. The District Level Screening Committee has been constituted by District South (Zone- 23 & 24) authorities for checking/ verification of original documents of the promoted teachers. The list of Necessary Documents required at the time of verification as per check list is attached here with as Annexure-B.

Accordingly, such teachers posted in District South as per list attached as Annexure-A, are hereby directed to report for the verification of their documents on **11.08-2025** at 11.00 AM to 4.00 PM at venue given below:

S.NO	Date of Verification	Serial No. of the candidate shown in Annexure-A
1	11-08-2025 & 12-08-2025 (Monday and Tuesday)	Serial No. 01 to 22 (MCD) & 01 to 06 (DOE)

Venue:-Auditorium Hall of S(Co-Ed)V, R.K Puram, Sector-3

Encl: As above



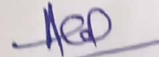
ANIL KUMAR
DEPUTY DIRECTOR OF EDUCATION
DISTRICT SOUTH

F.No. DE.50(10)/DS/Admn./2025/1277

Dated :- 06-08-2025

Copy to

1. PS to Principal Secretary Education, Directorate of Education, Delhi-54.
2. PS to Director Education, Directorate of Education, Delhi-54.
3. RDE (South), 0/0. The RDE (South), Vasant Vihar, New Delhi.
4. DDE (E-III), Directorate of Education, Delhi-54.
5. OS (IT) with the request to upload the same in the Public Circular.
6. Guard File.



ANIL KUMAR
DEPUTY DIRECTOR OF EDUCATION
DISTRICT SOUTH

Annexure –A

List of Promoted Teachers from Assistant Teachers MCD to DOE TGT

S.No.	Sr. No as per the list	Employee Name and ID	New Post	Category	Posted at
1	9	Anil Kumar, 20250583	TGT(Hindi)	SC	Vasant Kunj, GBSSS, 1720173
2	18	Anita kumari, 20250688	TGT(SKT)	General	Hauz Rani, Sr. Sec. SKV, Raja Ram Mohan Roy, 1923041
3	19	Anita Lugun, 20250546	TGT(Hindi)	ST	Dr. Ambedkar Nagar, Sect-05, No. 1, GGSS, 1923078
4	28	Anju Sangal, 20250654	TGT (N. Sc)	General	Sultanpur SKV, 1923061
5	51	Deepak Kumar Singh, 20250554	TGT(Hindi)	General	Fatehpur Beri, SBV -1923014
6	52	Deepika Kumar, 20250735	TGT (Social Sc.)	ST	Deoli Pahari, GGSSS-1924214
7	56	Dharmender Rawat, 20250609	TGT(Hindi)	General	Fatehpur Beri, SBV -1923014
8	75	Jyoti Srivastava, 20250621	TGT(Math)	General	Chattarpur, GGSSS-1923048
9	77	Kameshwar Prasad, 20250559	TGT (Hindi)	General	Khanpur No. 1, GBSSS-1923020
10	81	Kripal Singh, 20250647	TGT(Math)	General	Chattarpur, Acharya Tulsi, SBV-1923081
11	100	Meena Raheja, 20250625	TGT (Math)	General	Chattarpur, GGSSS-1923048

12	117	Nand Kishore, 20250590	TGT(Hindi)	SC	Dr. Ambedkar Nagar, Sect-05, Dakshinpuri Extension, SV-1923351
13	128	Om Prakash Noniya, 20250592	TGT(Hindi)	SC	GBSS, Neb Sarai, 1924217
14	138	Preeti Srivastava, 20250632	TGT(Math)	General	Fatehpur Beri, SKV, Priya Darshini -1923059
15	148	Rajesh Kumar Nasa, 20250648	TGT(Math)	General	GBSSS, Aya Nagar - 1923354
16	157	Ramavatar Meena, 20250606	TGT(Hindi)	ST	Deoli Pahari, GBSSS-1924215
17	160	Rashmi Janghu, 20250634	TGT(Hindi)	General	Chattarpur, GBSSS-1923048
18	164	Renu Gupta, 20250664	TGT (N. Sc)	General	SKV, Dera Village -1923023
19	178	Sangeeta Gupta, 2025665	TGT (N. Sc)	General	SKV, Dera Village -1923023
20	186	Seema Baweja, 20250667	TGT (N. Sc)	General	Mehrauli Ramanujan-SKV-1923038
21	198	Shuchi Nagpal, 20250729	TGT (Social Sc.)	General	Fatehpur Beri, SKV, Priya Darshini -1923059
22	201	Sonia Nagpal, 20250640	TGT(Math)	General	Shahpur Jat -S(Co-ed)V-1925333

List of Promoted Teachers from Assistant Teachers DOE to DOE TGT

S.No.	Sr. No as per the list	Employee Name and ID	New Post	Current School	Posted in
1	3	Manisha, 20150575	TGT (Eng)	Jonapur, Baba Neem Karoli, SKV, 1923003	GGSSS, Sanjay Colony, Bhatti Mines-1923026
2	20	Vikrant Singh, 20160135	TGT(Hindi)	R.K Puram, Sector-2, S-Co(Ed) Vidyalaya	Vasant Vihar, C-4, G(Co-ed)SS-1720174
3	24	Khushboo Rani, 20160148	TGT(Math)	Aya Nagar, SKV -1923063	Mandi Village, GBSSS-1923358
4	31	Sandhya Negi, 20160672	TGT (N. Sc)	R.K Puram, Sector-2, No.1, SV-1719069	Masjid Moth, S-(Co-Ed),V-1925246
5	41	Umesh Chand, 20182854	TGT (Social Sc.)	Dr. Ambedkar Nagar, Sec-IV, No.1, SBV, Yogi Arvind-1923005	Tekhand-GBSSS-1925356
6	42	Varun Kumar Khatana, 20091549	TGT (Social Sc.)	Fatehpur Beri, SBV-1923014	Vasant Vihar, C-4, G(Co-ed)SS-1720174

Annexure-B

Check list for Document verification of recently Promoted Asstt. Teacher (Primary /Nursery)MCD/DOE to TGT.

S.No	Documents	PAGE No.
1	Personal Detail/Verification Proforma as attached	
2	Certificate regarding Educational Qualification duly attested by HOS (Copy Attached)	
3	No RDA/No penalty Certificate	
4	Certificate regarding dies non/suspension /break-in -service	
5	Vigilance Clearance Status Report DOE	
6	Caste Certificate (if any)	
7	Copy of Mark-Sheet & Degree/Provisional certificate of Diploma (JBT/NIT/D.Ed/Equivalent Course (Duly Signed by concern HOS)	
8	Copy of Mark-Sheet & Degree/Provisional certificate of Graduation (B.A/B.Sc./B.Com./Equivalent Course (Duly Signed by concern HOS)	
9	Copy of Mark-Sheet Provisional certificate of Bachelor of Education (Duly Signed by concern HOS)	
10	Copy of Mark-Sheet Secondary Level Only (Duly Signed by concern HOS)	
11	Copy of permission of getting higher Educational Qualification from concern Department (Duly Signed by concern HOS)	
12	Copy of Service Book 1 st Page (Personal Details) and copy of page having entries of requisite Educational Qualifications	

Note : The concern teachers is hereby directed to bring all the above mentioned Documents In Original at time of verification (Except for Service Book)

DIRECTORATE OF EDUCATION GOVT OF NCT, DELHI
DISTRICT NORTH WEST B-II, F.U. BLOCK PITAM PURA, DELHI-34

Personal detail verification PROFORMA FOR PROMOTED TEACHERS FROM Asst.Tr./Prv./Nur./MCD/DOE to TGT

Promotion order No:-

Serial no:-

- 1 NAME OF OFFICIAL (IN CAPITAL LETTER).....
- 2 EMPLOYEE ID (DOE).....
- 3 POST HELD.....
- 4 DATE OF BIRTH.....CATEGORY.....
- 5 ZONE.....
- 6 PRESENT SCHOOL IN (MCD/DOE).....
- 7 ALLOTTED SCHOOL WITH ID NAME.....
- 8 DETAIL OF APPOINTMENT AS TGT IN DIRECTORATE OF EDUCATION.....
- 9 DATE OF JOINING Asst Tr./Primary//Nursery.....
- 10 Detail of Educational Qualifications as per Service Book Record:-

S.No.	Course	Name of University/Board	Month & Year Acquiring Qualification	Subject
1	Secondary/Sr. Secondary Level Degree/Mark-Sheet			
2	Diploma Course (JBT/D.ED/Equivalent Course)			
3	B.Ed.			
4	Graduation Course			
5	Master Degree in Subject (if any)			

I.....S/o/D/o/W/o.....hereby declare that the information given above is to and correct to the best of my knowledge and belief. I have read and understood all the provisions of the Promotion Circular in this regard. In case any information is found false or incorrect on verification the Promotion may be cancelled and I will be liable for the action to taken against me as per law.

Date:-

Signature of official

CERTIFICATE

This is Certified that:-

1. The above particulars have been carefully verified from the service book and other records of the officials and found correct.
2. There is no departmental proceeding/Vigilance case pending against official concerned.

Date:-

Signature with stamp of HOS

Name of the School:

School Code :

NO PENALTY CERTIFICATE

Certified that there is No Penalty in Operation as on date in r/o
Sh./Smt./Ms. working in the school since as
(Designation) I.D. No. D.O.B.....under Rule 14
or 16 of CCS (CCA) Rules 1965. It is also certified that no minor/major penalty
has been imposed on him/her in the last ten years

Head of School

Date :

Promotion order no;-

S.No.

Name of the School:

School Code :

CERTIFICATE REGARDING DIES-NON/SUSPENSION/ BREAK-IN-SERVICE

As per his/her service records available in the school, it is certified that there was no break in service in respect of _____, Employee I.D who is working in this school as (Designation) and his/her service has never been treated as Dies-Non. And also certified that period of posting as Asst. Teacher Primary /Nursery category teachers counts towards duty

Head of School

Date:

Promotion order no;-

S.No.

Name of the School:

School Code :

CERTIFICATE REGARDING QUALIFICATION

Certified that Mr./Mrs./Ms _____ is working in this school since _____
as _____ I.D. No. _____ Date of Birth _____ has possessed
the prescribed educational qualification as per Recruitment Rules for promotion to
the post as TGT..... (subject name) _ for the vacancy year 2023
anticipated vacancy for the year 2023 and also certify that the recognition of the
University/Institutions and authenticity & validity of Degree/Course from which
essential qualification has been acquired is as per Recruitment Rules.

Dated _____

Head of School

Note: attach copy of Degree/Provision and Mark-sheet of master degree course only of the
subject of promotion dully attested by HOS concern with this Performa.

Promotion order no;- _____

S.No. _____