

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DIRECTORATE OF EDUCATION**  
**OFFICE OF DEPUTY DIRECTOR OF EDUCATION**  
**DISTRICT NORTH WEST B-1, FU BLOCK, PITAMPURA, DELHI-34**  
**Email: ddnwb2010@gmail.com**

F.1/ DNWB/ADMIN/Promotion/2025/ 3620-25

Dated:- 05/08/2025

**CIRCULAR**

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

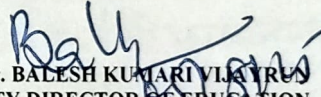
In pursuance of promotion order F.No. DE.3 (74)/E-III/Promotion/2024/1990- -1981, dated 01.08.2025 & F.No. DE.3 (74)/E-III/Promotion/2024/1957- -1969 dated 01-08-2025 and further posting Order No. DE.3 (24)/E-III/Promotion/2024/548-554 dated 11-04-2025 & posting Order No. DE.3 (24)/E-III/Promotion/2024/542-547 dated 11-04-2025. The District Level Screening Committee has been constituted by District North West B-1, (Zone- XI & XII) 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 North West B-1 as per list attached as **Annexure-A**, are hereby directed to report for the verification of their documents on 12.08-2025 at **10.30 AM to 3.00 PM** at venue given below:

S.NO	Date of Verification	Serial No. of the candidate shown in Annexure-A
1	12-08-2025	Serial No. 01 to 36 & 01 to 02

Venue:- **Sarvodaya Vidyalaya F.U.Block Pitampura (Sch Id-1411008).**

Encl: As above

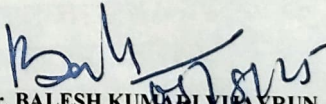
  
Dr. BALESH KUMARI VISTAYRUN  
DEPUTY DIRECTOR OF EDUCATION  
DISTRICT NORTH WEST B-1

Dated:- 05/08/2025

F.1/ DNWB/ADMIN/Promotion/2025/ 3620-25

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 (North), 0/0. The RDE (North) Pitampura, 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.

  
Dr. BALESH KUMARI VISTAYRUN  
DEPUTY DIRECTOR OF EDUCATION  
DISTRICT NORTH WEST B-1



## Annexure-A

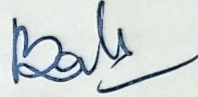
List of Promoted Teachers from Assistant Tr. MCD to TGT (DOE)

S.No.	S.No. As Per List	Employee Name & ID	New Post	Category	NEW POSTING SCHOOL ID
1	16	ANITA GARG -20250613	TGT MATH	GEN	SAINIK VIHAR- G (Co-ed) SSS-1411178
2	25	ANJU GARG-20250615	TGT ENG	GEN	ANANDWAS- GGSSS-1411038
3	31	ASHA RANI - 20250733	TGT S.Sc.	SC.	SULTANPURI- Block-C,SKV-1412026
4	32	ASHOK KUMAR PRAJAPATI- 20250675	TGT N.Sc.	GEN	NITHARI VILLAGE-SBV-1412092
5	33	ASHOK KUMAR TANWAR- 20250738	TGT S.Sc.	GEN	SHAKURPUR NO-1,-SBV-1411002
6	34	ASHWANI KUMAR -20250538	TGT ENG	SC	RANI KHERA S (Co-ed) V -1412095
7	41	BABU LAL -20250752	TGT S.Sc.	SC.	SULTANPURI, Block H-SBV-1412008
8	42	BABU LAL -20250753	TGT ENG	SC.	MANGOLPURI,BLOCK- K-SBV-1412002
9	59	GANGOTRI PRASAD SINGH-20250646	TGT MATH	GEN	MANGOLPURI, BLOCK- U-GBSSS-1412009
10	60	GEETA-20250717	TGT S.Sc.	GEN	ANANDWAS- GGSSS-1411038
11	76	KADAMBINI 20250527	TGT ENG	SC.	TRI NAGAR NARANG COLONY-G(Co-ed)SSS-1411037
12	85	KUNDAN KUMAR- 20250561	TGT HINDI	GEN	PITAMPURA, BLOCK- ZP- SARVODAYA CO-ED- SSS-1411007
13	88	LOKESH CHAND- 20250562	TGT HINDI	GEN	MUBARKPUR, DABAS, NO.1-GBSSS-1412091
14	91	MALTI DEVI- 20250693	TGT SKT	ST	MANGOLPURI, BLOCK-Q-SKV-1412080
15	101	MEENA RANI - 20250661	TGT N.SC.	GEN	MANGOLPURI, BLOCK-O-SKV-1412031
16	107	MONIKA GUPTA- 20250627	TGT MATH	GEN	SECTRO-20, ROHINI-SKV-1412084
17	110	MUKTA JAIN - 20250695	TGT SKT	GEN	KESHAVPURAM-NO-1,SKV-1411028
18	115	NAGENDRA PRASAD SINGH -20250568	TGT HINDI	GEN	SULTANPURI, BLOCK H- SBV-1412008
19	118	NARENDER MALIK 20250569	TGT HINDI	GEN	NITHARI VILLAGE- SBV-1412092
20	146	RAJENDER KUMAR 20250571	TGT HINDI	GEN	MUBARKPUR DABAS, NO.2-GBSSS-1412254
21	156	RAMAN JEET KAUR- 20250517	TGT ENG	GEN	GOVERNMENT SARVODAYA KANYA VIDYALAYA-1412296
22	159	RANDHAWA SINGH 20250611	TGT HINDI	GEN	MUBARKPUR DABAS, NO.1-GBSSS-1412091
23	163	REKHA RANI- 20250698	TGT SKT	GEN	SULTANPURI, BLOCK-C-SARVODAYA Sr.Sec.VIDYALAYA-1412001
24	170	RITU 20250699	TGT SKT	GEN	MANGOLPUR KALAN- G(Co-ed)SSS-1412033
25	173	SACHIN KHOKHER - 20250711	TGT SKT	GEN	NITHARI VILLAGE- SBV-1412092
26	181	SATISH - 20250595	TGT HINDI	SC	MUBARKPUR DABAS, NO.2-GBSSS-1412254
27	183	SATISH KUMAR YADAV- 20250680	TGT N.Sc.	GEN	MANGOLPUR KHURD- GBSSS-1412079
28	202	SUBHASH CHANDER 20250597	TGT HINDI	SC	SULTANPURI, BLOCK-C-SBV -1412005
29	205	SUDHA AGGARWAL DADU- 20250669	TGT N.Sc.	GEN	SHARDA NIKETAN-SV-1411124
30	209	SUNIL KUMAR DWIVEDI- 20250747	TGT S.Sc.	GEN	MANGOLPURI, BLOCK-K-2-SV-1412082
31	213	SUNITA KUMRA 20250641	TGT MATH	GEN	ASHOK VIHAR PHASE-II-SKV-1411027
32	220	SUSHMA VERMA- 20250706	TGT SKT	GEN	BHARAT NAGAR,-S.KV-1411031
33	225	URMILA DEVI- 20250708	TGT SKT	GEN	SULTANPUR MAJRA-S(Co-ed) V-1412016
34	233	VIJAY KUMAR JHA - 20250684	TGT N.Sc.	GEN	NITHARI VILLAGE- SBV-1412092
35	241	VIPIN YADAV- 20250581	TGT HINDI	GEN	RANI BAGH -G (Co-ed)- SSS-1411043
36	242	YASHWANT VAID 20250601	TGT HINDI	SC	PITAMPURA, BLOCK- ZP- SARVODAYA (Co-ed)- SSS-1411007



**Annexure-A****List of Promoted Teachers from Assistant Tr. (Pry/Nur.) DoE to TGT**

S.No.	S.No. As Per List	Employee Name & ID	New Post	CURRENT SCHOOL ID	NEW POSTING SCHOOL ID
1	12	ASHVANI BHARDWAJ - 20090848	TGT HINDI	ROHINI SECTOR-7-SV- 1413074	POOTH KALAN-SBV-1412007
2	15	KULDEEP-20160239	TGT HINDI	MANGOLPURI-PLOT- II-KAMDHENU-SBV- 1412013	MANGOLPURI, BLOCK-Y-SBV-1412018



## Annexure-B

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

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 <sup>st</sup> 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-I, F.U. BLOCK PITAM PURA, DELHI-34**

**Personal detail verification PROFORMA FOR PROMOTED TEACHERS FROM Asstt.Tr/Pry/Nur. 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.