

Government of Himachal Pradesh
Department of Electrical Inspectorate

“OFFICE ORDER”

On the recommendations of **Himachal Pradesh Rajya Chayan Aayog, Hamirpur**, vide office letter No. HP-SSC-C(2)-57/2020-(R-1)-3197 dated 07.03.2025 the following candidate is hereby offered appointment to the post of **Junior Office Assistant (Information Technology)**, Class-III (Non-Gazetted) ministerial services purely on contract basis, initially for a period of one year, in the **Department of Electrical Inspectorate** Himachal Pradesh on fixed contractual amount of Rs **12360/-** per month, in **level- 4** of the pay matrix , as per Rule 3(j) of the Himachal Pradesh Civil Services (Revised Pay Rules, 2022) subject to the conditions that the joining shall be considered on or after 18.03.2025 (upto 01.04.2025 including joining time), in the public interest, on the following terms & conditions:-

Sr. No	Roll No.	Name of the Candidate	D.O.B	Categ.	Sub-Categ.	Positing Station
1	817056972	Puneet Mehta S/o Sh. Virender Kumar, Vill. & P.O. Samloti, Tehsil Nagrota Bagwan, Distt. Kangra HP Pin Code-176056	22.08.1992	GEN	UR	Office of the Chief Electrical Inspector SDA Complex Block No. 29 Kasumpti Shimla-171009 (H.P)

1. He will be paid a fixed contractual amount @ Rs .12360/- per month.
2. The Service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance / conduct of the contract appointee is not found satisfactory. In case the contract appointee is not satisfied with the termination order issued by the Appointing Authority, he may prefer an appeal before the Appellate Authority who shall be higher in rank to the Appointing Authority, within a period of 45 days, from the date on which a copy of termination orders is delivered.
3. He will be entitled for one day's casual leave after putting in one month service. However, he will also be entitled for 10 days Medical Leave and 05 days Special Leave. He shall not be entitles for Medical reimbursement and LTC, etc. No leave of any kind except above is admissible to him.
4. Unauthorized absence from duties without approval of the controlling officer shall automatically lead to the termination of the contract agreement. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond their control on medical grounds, such period shall not be excluded while considering their control on medical grounds, such period shall not be excluded while considering their case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time . However, he shall not be entitled for contractual amount for this period of absence from duty.



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5. He will submit a certificate of his fitness from the (CMO) District Hospital.
6. He will be entitled to TA/DA, if required to go on tour in connection with the official duties, at the same rate as applicable to regular counterpart officials at the minimum of pay scale.
7. Provisions of service rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules, etc. as are applicable in case regular employees will not be applicable in his case.
8. No travelling allowance will be paid to them for joining duties in Himachal Pradesh Electrical Inspectorate , Headquarter Office Shimla-171009.
9. He shall have to produce an affidavit to the effect that there is no court case/ criminal / vigilance or appeal thereof pending for adjudication in any Court of Law in or outside the State of Himachal Pradesh against him.
10. In case, the contract appointee do not report for duty within the stipulated time period to the allotted station or brought outside influence for change of station, in that event the offer of appointment will stand automatically cancelled.
11. In rare and exceptional circumstances if a contractual employee is transferred to another station / cadre/ establishment on his own request with the approval of the competent authority, he shall be treated as fresh appointee in the new station/cadre/establishment and the services rendered on contract basis in the earlier cadre/ establishment on appointment / transfer to regularization purposes and for any other financial benefits. The contract appointee will be treated as fresh appointee for all intents and purposes.
12. The services of the incumbent appointed on contract basis will be regularized once in a year as per provisions of instructions issued by the Department of Personal vide letter No. PER(AP)-C-B(2)/2015, dated 02.12.2023 and any amendment issued from time to time, in future.

If, the offer of appointment, on the above terms and conditions is acceptable to the above named candidate, he is report for duty in the Himachal Pradesh Electrical Inspectorate Department, Headquarter Office Shimla-171009 on or before **01-04-2025** positively. He is further directed to execute the enclosed **Contract Agreement (Annexure-B)** and affidavit as stipulated in conditions No. 9 above on the stamp paper of Rs. 10/- (Ten Rupees)



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The appointment shall be considered **provisional** till the verification of character and antecedents, which will be carried out on the basis of self declaration form (copy enclosed) submitted by the candidate at the time of joining duties, certifying therein that all facts and detail given are correct. In case, character and antecedents of the candidate are not found verified or any false information is given by the candidate in self declaration, the provisional appointment will be cancelled forthwith and criminal legal action will be taken as a consequence.

The above offer of appointment shall be conditional and subject to the final outcome of the investigation/court case connected with this post.


(Er. Mohinder Kumar Chopra)
Chief Electrical Inspector,
SDA Complex Block No. 29 Kasumpti,
Shimla-171009 Himachal Pradesh.

Endst. No. HIMVINI/E-4/JOA(IT)2024-25/-9599-9606

Dated :- 18/03/2025

Copy for information and further necessary action to following:-

1. The Secretary (Power) to the Government of Himachal Pradesh Shimla-171002 or information please.
2. The Chief Administrator, Himachal Pradesh Rajya Chayan Aayog Hamirpur Distt. Hamirpur Himachal Pradesh w.r.t your office letter No. HP-SSC-C(2)-57/2020-(R-1)-3197 dated 07.03.2025.
3. The Electrical Inspector, Himachal Pradesh Electrical Inspectorate Shimla-9 with the direction to execute the contract on the enclosed form of Contract agreement (Annexure-B). He is advice to check / very the original certificates, testimonials etc. before the candidate is allowed to join the post.
4. The Chief Medical Officer, Deendyal Upadhyay Zone Hospital Shimla 453C+FGM, Cart Rd, Near Old Bus Stand, Lower Bazar, Shimla, Himachal Pradesh 171001.
5. Individual concerned through Registered Post, they are directed to contact the office of Chief Medical Officer, Deendyal Upadhyay Zone Hospital Shimla 453C+FGM, Cart Rd, Near Old Bus Stand, Lower Bazar, Shimla, Himachal Pradesh 171001 for their medical examination.
6. Personal Files of the above mentioned candidates.
- ✓ 7. The Nodal Officer (IT) for uploading the said order on official website.
8. Guard File.


Chief Electrical Inspector
SDA Complex Block No. 29 Kasumpti
Shimla-171009 Himachal Pradesh