



**HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED**  
(A State Govt. undertaking)



**आज़ादी का  
अमृत महोत्सव**

Registered office : Vidyut Bhawan, HPSEBL, Shimla-171004

Corporate Identity Number : U40109HP2009SGC031255

(H.P.)

GST No. : HPSEBL 02 AACCH4894EHZB

Website address : [www.hpseb.in](http://www.hpseb.in)

Telephone Number : 0177-2803600, 2801675 (Office),

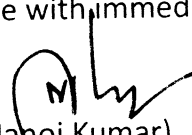
Email : [md@hpseb.in](mailto:md@hpseb.in) & [dirt@hpseb.in](mailto:dirt@hpseb.in)

2813563 (Fax)

**\*NOTIFICATION\***

In exercise of the power under Articles-71 of the Articles of Association of HPSEB Limited read with all other enabling provisions contained in Memorandum of Association and the Electricity Act, 2003, the Himachal Pradesh State Electricity Board Limited is pleased to update the Recruitment & Promotion Regulations for the posts of **Senior Assistant Ministerial Services** (as per Annexure-A). The Recruitment & Promotion Regulations notified earlier vide No. HPSEBL/(SECTT)/106-10/75-59814-904 dated 29.10.75 further amended vide notification No.13850-970 dated 24.12.81 even amendment No 17223-363 dated 3.5.1982 is hereby repealed.

This regulation shall come into force with immediate effect.

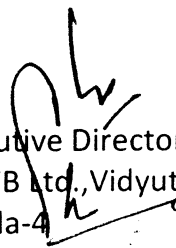
  
(Manoj Kumar)  
Executive Director (Pers.),  
HPSEBL, Vidyut Bhawan,  
Shimla-4.

No.HPSEBL (SECTT)/R&E/106-10/22-23- 59314-534 Dated:- 13.9.23

Copy of above is forwarded to the following for information and taking further necessary action at their end please:-

1. The Managing Director, H.P. Power Corp. Ltd; Him-Fed Building BCS Shimla-6.
2. The Managing Director HPPTCL, near old MLA Qtr. Panjari, Tutikandi Shima-5.
3. The Managing Director BVPCL, Jogindernagar, District Mandi (H.P.).
4. All the Chief Engineers in HPSEBL.
5. The Chief Electrical Inspector, HPSEBL, Kasumpti, Shimla-9.
6. The Spl.Secretary MPP & (Power) to the Govt. of (H.P.)
7. The Chief Engineer, NHPC, Chamera, Hydel Project, Dalhousie.
8. The Director (Personnel), SJVNL, Shakti Sadan, Corporate Office, Complex, Shanan, Shimla-6.

10. The Secretary H.P. Regulatory Commission, Khalini Shimla.
11. The Resident Audit Officer, HPSEB. Ltd. Shimla-4.
12. The Dy. Secretary (Law) HPSEB. Ltd. Vidyut Bhawan, Shimla-4.
13. All the Superintending Engineers in HPSEBL.
14. The Superintending Engineer (IT), HPSEBL, Shimla-4, for uploading the same on the Board's Website .
15. The Secretary, Forum for Redressal of Grievances, HPSEBL, Kasumpti, Shimla-9.
16. The Dy. Director (personnel)/PRO in Board Sectt. HPSEB. Ltd. Shimla-4.
- 17.. All the Dy. Secretary / Under Secretary in the Board's Sectt.
18. All the Sr. Executive Engineers / Resident Engineers in HPSEBL.
19. All the Section Officers in the Board's Sectt.
20. The Company Secretary, HPSEBL, Vidyut Bhawan, Shimla-4, w.r.to agenda item No.21.22
21. Guard file of this section.

  
Executive Director (Pers.)  
HPSEB Ltd., Vidyut Bhawan,  
Shimla-4

**Annexure-"A"**

**RECRUITMENT AND PROMOTION REGULATIONS-2022 FOR THE POST  
OF SENIOR ASSISTANT (CLASS-III) (NON-GAZETTED) MINISTERIAL SERVICES  
IN HPSEBL**

1.	Name of the post	Senior Assistant
2.	Number of post(s)	1336
3.	Classification	Class -III ( Non-Gazetted)
4.	Scale of pay	(i)Rs.43800-138700 (level-13) of HPSEBL (Revised Pay 2022)
5.	Whether "Selection" post or "Non selection post"	Non-Selection
6.	Age for direct recruitment.	Not applicable.
7.	Educational and other qualifications prescribed for direct recruit (s).	Not applicable.
8.	Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in case of the promote (s).	Not applicable.
9.	Period of probation, if any.	Not applicable.
10.	Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of posts to be filled in by various methods.	<b><u>100% By promotion.</u></b> <b>(i) Clerk(s) =43%</b> By promotion from the categories of Clerks with 4 years regular service as Clerk. For their next promotion to the post of Senior Assistant with the pay scale of Rs. 43800-138700 (Level-13) of

		<p>HPSEBL (Revised Regulation 2022).</p> <p><b>Note:-</b> However, in case of non availability of eligible Clerks, the vacant posts shall be filled up from eligible Junior Assistant.</p> <p><b>(ii) Junior Assistant = 57%</b></p> <p>By promotion from Junior Assistant to the post of Senior Assistant in the pay scale, of Rs. 43800-138700 (Level-13) of HPSEBL (Revised Regulation 2022).</p> <p><b>Note:-</b> However, in case of non availability of eligible Junior Assistant, the vacant posts shall be filled up from eligible Clerks.</p>
11.	<p>In case of recruitment by promotion / secondment /transfer grade(s) from which promotion/secondment transfer is to be made:</p>	<p>(i) 43% by promotion from the categories of Clerk with 4 (four) years regular service. <b>Subject to possessing of requisite educational qualification of 10+2 or its equivalent like Higher Secondary Part-II, Intermediate etc.</b></p> <p>(ii) 57% by promotion from amongst the Junior Assistant subject to possessing of requisite educational qualification of 10+2 or its equivalent like Higher Secondary Part-II, Intermediate etc. with 07 (seven) years regular service or regular combined with continuous adhoc service rendered, if any, as Junior Assistant combined with Junior Office Assistant (IT).The seniority will be reckoned from the date of placement of the incumbent(s) as Junior Assistant.</p> <p>Provided that only those incumbents of Restorer category who have qualified typing test as prescribed for Clerks will be considered for promotion to the post of Senior Assistant.</p>

Provided that for the purpose of promotion every employee shall have to serve at least one term in the Tribal / Difficult / Hard areas and remote / rural areas subject to adequate number of post(s) available in such area:

Provided further that the proviso (1) supra shall not be applicable in the case of those employees who have five years or less service, left for superannuation except posting / transfer in remote / rural area. However, this condition of five years shall not be applicable in cases of promotion:

Provided further that officer / Official who has not served atleast one tenure in Tribal / Difficult / Hard areas and remote / rural areas shall be transferred to such area strictly in accordance with his / her seniority in the respective cadre.

Explanation I:- For the purpose of proviso (I) supra the Tribal / Difficult / Hard / remote / rural areas shall mean normally three years or less period of posting in such areas keeping in view the administrative exigencies / convenience.

Explanation II:- for the purpose of proviso (I) supra the tribal/Difficult Areas shall be as under:-

1. District Lahaul & Spiti.
2. Pangji and Bharmour Sub Division of Chamba District.
3. Dodra Kwar Area of Rohru sub-Division.
4. Pandrah Bis Pargana, Munish Darkali and Gram panchayat Kashapat of Rampur Tehsil of District Shimla.
5. Pandrah Bis Pargana of Kullu District.
6. Bara Bhargal Areas of Baijnath Sub

		<p>Division of Kangra District.</p> <p>7. District Kinnaur.</p> <p>8. Kathwar and Korga Patwar Circles of Kamrau Sub Tehsil, Bhaladh Bhalona and Sangna Patwar Circles of Renukaji Tehsil and Kota Pab Patwar Circle of Shillai Tehsil, in Sirmour District.</p> <p>9. Khanyol-Bagra Patwar Circle of Karsog Tehsil, Gada-Gussaini, Mathyani, Ghanyar, Thachi, Baggi, Somgad and Kholanal of Bali-Chowki Sub Tehsil, Jharwar, Kutgarh, Graman, Devgarh, Trailla, Ropa, Kathog, Silh-Badhwani, Hastpur, Ghamrehar and Bhatechar Patwar Circle of Padhar Tehsil, Chiuni, Kalipar, Mangarh, Thach-Bagra, North Magru and South Magru Patwar Circles of Thunag Tehsil and Batwara Patwar Circle of Sunder Nagar Tehsil in Mandi District.</p> <p>Explanation III: For the purpose of proviso (I) supra the Remote/Rural Areas shall be as under:</p> <p>i) All stations beyond the radius of 20 Kms. From Sub Division/Tehsil headquarter.</p> <p>ii) All stations beyond the radius of 15 Kms. From State Headquarter and District head quarters where bus service is not available and on foot journey is more than 3(three) Kms.</p> <p>iii) Home town or area adjoining to area of home town within the radius of 20 Kms. Of the employee regardless of its category.</p> <p>(II) In all cases of promotion, the continuous adhoc service rendered in the feeder post, if any prior to regular appointment to the post shall be taken into account towards the length of service as prescribed in these rules for promotion subject to the condition that the adhoc appointment/promotion in the feeder</p>
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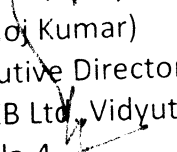
		<p>the provision of Rule-3 of the Ex-Serviceman (Reservation of vacancies in the Himachal Pradesh Technical Services) Rules, 1985 and having been given the benefit of seniority there under.</p> <p>(ii) Similarly, in all cases of confirmation adhoc service rendered on the feeder post, if any, prior to the regular appointment/ promotion against such post shall be taken into account towards the length of service, if the adhoc appointment / promotion had been made after proper selection and in accordance with the provision of the R&amp;P Rules:</p> <p>“Provided that inter-se-seniority as a result of confirmation after taking into account, adhoc service rendered shall remain unchanged”</p>
12.	If a Departmental Promotion Committee exists, what is its composition:	As may be constituted by the HPSEBL from time to time.
13.	Circumstances under which the Himachal Pradesh Public Service Commission (HPPSC) is to be consulted in making recruitment.	Not applicable.
14.	Essential requirements for direct recruitment.	Not applicable.
15.	Selection for appointment to post by direct recruitment:	Not applicable.
16.	Reservation.	The appointment to the service shall be subject to the orders regarding reservation in the service for Scheduled Caste/Scheduled Tribes/Other Backward

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	<p>category had been made after following proper acceptable process of selection in accordance with the provision of R&amp;P Rules:</p> <p>(i) Provided that In all cases where a junior persons becomes eligible for consideration by virtue of his/her total length of service (including the service rendered on adhoc basis, followed by regular service/appointment) in the feeder post in view of the provision referred to above, all persons senior to him/her in the respective category/post/cadre shall be deemed to be eligible for consideration and placed above the junior official in the field of consideration.</p> <p>Provided further that all incumbents to be considered for promotion shall possess a minimum qualifying service of at least 3 years or that prescribed in the R&amp;P Rules for the post, whichever is less.</p> <p>Provided further that where a person becomes ineligible to be considered for promotion on account of the requirements of the preceding proviso, the persons(s) junior to him/her shall also be deemed to be ineligible for consideration for such promotion.</p> <p><b>Explanation:-</b> The last proviso shall not render the junior incumbents ineligible for consideration for promotion if the senior ineligible person(s) happened to be Ex-servicemen <b>who have joined Armed Forces during the period of emergency</b> and recruited under the provisions of Rule-3 of the Demobilized Armed Forces Personnel (Reservation of Vacancies in the Himachal State Non-Technical Services) Rules,1972 as amended from time to time and having been given the benefit of seniority thereunder or recruited under</p>
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		Classes/other categories of persons issued by the HPSEBL from time to time.
17	Departmental Examination:	Not applicable.
18.	Power to relaxation.	In the matter of granting relaxation in qualification experience and length of service the competent authority shall be the Board (Full Board) of HPSEBL.

  
 (Manoj Kumar)  
 Executive Director (Pers.),  
 HPSEB Ltd., Vidyut Bhawan,  
 Shimla-4.