



## HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED

Registered office  
Number (CIN)  
GST No.  
Telephone Number  
Website address  
Email

(A State Govt. undertaking)  
Vidyut Bhawan, HPSEBL, Shimla-171004(H.P)  
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### MEMORANDUM

On the recommendation of Secretary, HPSSC, Hamirpur vide its letter No.HPSSC-C(2)-51/20-(R-1)-HPSSC-C(2)-10/21-R-1/932-18886 dated 02.10.2022, vide which list of candidates for the **Post Code 932** against HPSEBL requirement No.HPSEBL(Sectt)/NGE/6-78/2021-25060 dated 2.7.2021 was furnished, accordingly, the following candidates are hereby appointed as **Junior Office Assistant (Accounts)** purely on contract basis, on a fixed amount equal to 60% (sixty percent) of the first cell of the applicable level of the pay Matrix of the corresponding cadre of employees appointed/ working on a regular basis, in the relevant Pay Matrix of its employees notified vide office order No. 1 dated 12.04.2022. The appointees are directed to report for their duty in the respective offices of posting as shown against their name(s) within the prescribed time subject to the acceptance and fulfillment of the following specific terms and conditions:-

Sr. No.	Name of the candidate	Date of Birth	Cate.	Sub-cat.	Remarks	Proposed posting
1	DEVENDER KUMAR	14-Oct-89	GEN	UR		F&A Wing Shimla
2	PARMANAND	27-May-96	SC	BPL	Selected on merit counted in SC(BPL) category	ED Baddi
3	SHWETA	16-Jul-93	GEN	UR		F&A Wing Shimla
4	AJAY CHANDEL	7-Aug-97	GEN	UR		ESD Manpura under ED Baddi
5	ABHISHEK THAKUR	23-Feb-98	GEN	BPL	Against Gen (UR)	ESD Bhadarwad under ED Sarkaghat
6	SAPNA DEVI	16-Dec-84	GEN	UR		ESD Tonidevi under ED Hamirpur
7	PANKIT KAITH	3-Sep-97	GEN	UR		ESD Banjar under ED Thalout
8	RAHUL	20-Aug-00	SC	UR	Against Gen (UR)	ESD Makreri under ED Nalagarh
9	HARPREET KUMAR	1-Mar-97	GEN	UR		ESD No-II Nalagarh under ED Nalagarh
10	ASHUTOSH	3-Mar-95	GEN	UR		ESD Jari under ED Kullu

11	PRIYANKA DEVI	20-Jan-95	GEN	BPL	Against Gen (UR)	Op Circle Rohroo
12	MANISHA SAHARAI	27-Oct-84	GEN	UR		ESD Kangoo (Salapper) under ED Sunderngar
13	VINAY SHARMA	4-Sep-96	GEN	UR		ESD No-II Jawalamukhi under ED Jawalamukhi
14	ANIL KUMAR	5-Oct-89	GEN	EWS	Against Gen (UR)	CZ Mandi
15	SUMIT THAKUR	29-Sep-97	GEN	UR		ED Sarkaghat
16	SAPANA	3-Aug-86	GEN	UR		F&A Wing Shimla
17	YASH PAL	14-May-93	GEN	EWS	Against Gen (UR)	ED Rajgarh
18	PRIYANKA	26-Dec-99	GEN	UR		ED Dharampur
19	HARSHA	15-Feb-97	SC	UR	Against Gen (UR)	ED No.1 Shimla-9
20	SANDEEP KUMAR	12-Dec-83	SC	UR	Against Gen (UR)	ED Parwanoo
21	LOK PAL	26-Sep-94	GEN	UR		ESD Gohar under ED Gohar
22	SHANNI KUMAR	3-Oct-94	SC	UR	Against Gen (UR)	ESD Baggi under ED Nerchowk
23	AJAY KUMAR	13-Jan-92	GEN	UR		ESD Chowari under ED Dalhousie
24	SHUBHAM ATTRI	25-May-94	GEN	UR		ED Parwanoo
25	VINEET KUMAR	30-Sep-94	OBC	UR	Against Gen (UR)	ESD Daulatpur under ED Gagret
26	VIJAY LAXMI	13-Feb-80	GEN	UR		ED Sundernagar
27	RISHU	19-Nov-92	GEN	WXS M	Against Gen (UR)	ESD Barsar under ED Barsar
28	VANITA DEVI	11-Sep-93	OBC	UR	Against Gen (UR)	ESD Bhareri under newly created ED Bhoranj
29	VED RAM	13-Feb-92	GEN	EWS		ESD Larji under ED Thalout
30	NISHA KUMARI	30-Sep-90	SC	UR		ED Baijnath
31	SHIVA KUMAR	4-Jan-94	SC	UR		ESD Bhoranj under ED Bhoranj
32	ROHIT KUMAR	5-Sep-94	OBC	UR		ESD Dehra under ED Dehra
33	ANSHUL THAKUR	5-May-95	GEN	BPL	Against Gen (EWS)	ESD Kot under ED Bilaspur
34	DHARMENDER KUMAR	27-Oct-98	GEN	EWS		F&A Wing Shimla
35	SANJEEV KUMAR	1-Jan-92	GEN	EWS		ESD Dhami under ED Suni
36	VIKRAM SINGH	7-Mar-93	GEN	EWS		ESD Chopal under ED Chopal
37	YASHWANT KUMAR	14-Apr-90	GEN	EWS		ED Manali

38	SEEMA	12-Apr-93	ST	UR		ED Rohroo
39	SHILPA KUMARI	21-May-95	OBC	BPL		ESD Bharari under ED Ghumarwin
40	MOHIT DHANOTIA	18-Oct-96	OBC	UR		ESD Kotla under ED <i>Jawali</i>
41	RAHUL THAKUR	8-Oct-99	GEN	EWS		ESD Brotiwala under ED Baddi
42	KUMARI ANU	20-Jul-94	SC	UR		ESD Rampur under ED Rampur
43	PRADEEP KUMAR	23-Apr-97	ST	UR		ESD Reckong Peo
44	NARINDER KUMAR	5-Oct-86	GEN	BPL	Against Gen (EWS)	ESD Dadasiba under ED Dehra
45	MANISH KUMAR	19-May-85	OBC	UR		ED Lambagaon
46	RITU	13-May-95	SC	UR		ESD <del>Sistri</del> Sundernagar under ED S/Nagar
47	SAHIL KUMAR	17-Jun-96	OBC	UR		ESD Fatehpur under ED Fatehpur
48	PRIYANKA GAZTA	31-Jan-98	SC	UR		ED Jubbal
49	BIR SINGH	4-Jun-87	OBC	BPL		ESD Ganoh under ED Nurpur
50	VISHAL	12-Jul-94	OBC	UR		ESD Baijnath under Baijnath
51	SURESH KUMAR	13-Jul-98	OBC	UR		ESD Katrain under ED Manali
52	NAVEEN KUMAR	31-Oct-00	SC	BPL		ED Bilaspur
53	VIKAS KUMAR	5-Mar-98	SC	UR		ESD Sabthu under ED Solan
54	ROBIN SHARMA	22-Sep-98	ST	UR		ED Keylong
55	YOGESH KUMAR	1-Feb-00	SC	UR		ED Gohar
56	VINOD KUMAR	23-Mar-94	SC	UR		ESD Gangath under ED Indora
57	SHILPA	20-Mar-99	OBC	UR		ED Nurpur
58	MOHINDER SINGH	14-Sep-93	SC	UR		ESD-II Una under ED Una
59	VIKAS KUMAR	29-Nov-95	OBC	UR		ESD Indora under ED Indora
60	MANISHA KUMARI	3-Apr-98	OBC	UR		ESD Bijhar under ED Barsar
61	PARVEEN KUMARI	7-Jan-91	SC	UR		ED No.II Shimla
62	ROHIT CHAUHAN	14-Apr-98	SC	UR		ED Solan
63	RAJNI	9-Feb-95	OBC	UR		Op Circle Nahan
64	VIKASH	12-Apr-96	SC	UR		ED J/Nagar
65	HITESH KUMAR	16-Jun-99	SC	UR		F&A Wing Shimla
66	AJIT KUMAR	3-Jun-88	OBC	UR		ESD Barot under ED J/Nagar
67	BHARAT RAM	19-Jun-92	SC	UR		ESD Ramsahar under ED Nallagarh

68	PRAVEEN KUMAR	3-Oct-97	SC	UR		ED Mandi
69	TAMANNA KAUSHAL	11-Jul-98	SC	UR		ESD Maranda under ED Palampur
70	AKSHAY KUMAR	22-Apr-01	SC	BPL		ED Nadaun
71	RAKESH KUMAR	3-Feb-96	SC	BPL		ESD Bakloh under ED Dhalhousie
72	VIKASH	5-Jun-85	GEN	WESM		ESD Paprola under ED Baijnath

**TERMS AND CONDITIONS:-**

1. The appointment initially shall be purely on contractual basis for a period of **One Year** from the date of joining the post, which contract could be extended further depending upon requirement of the services of such appointee and recommendation by Head of Office about his/her performance, requirement of work and conduct of the job. However, his/her services may be terminated even prior to the completion of contract period by issuing of one month notice or payment of one month wages in lieu of notice, if his/ her services are not required due to non-availability of work for which principle of first come last go shall be followed. His/Her services may also be terminated during the contract period of his/her conduct and performance is not found satisfactory for which with opportunity of being heard shall be given.
2. The appointment shall further be subject to terms & conditions of attached form of Contract/agreement bond (Annexure-I) annexed herein which is to be executed between the candidate and the HPSEB Ltd. (Appointing Authority) on stamp paper value of Rs. 5/- only duly attested.
3. He/She should give a declaration that he/she has got only one living wife/husband or is a bachelor.
4. He/She should produce a certificate of character from the Magistrate 1<sup>st</sup> Class or a Gazetted officer known to him/her for the last three years before he/she joins the post.
5. He/ She will furnish a declaration in writing that he/she has not been prescribed from the Govt. Service and has not been dismissed from any Institute under the Govt.
6. He/She will have to take an oath and undertaking in writing that he/she will not leak out any official information.
7. His/her appointment will be subject to the production of Medical Certificate of fitness from the Medical Officer of the Government Hospital.
8. He/She is required to produce all original certificates viz. qualification certificate/Himachali Bonafide certificate, SC/ST/OBC etc. in support of his/her qualification, age and belonging to nay reserved class at the time of joining the post.
9. He/She will have to serve anywhere in the HPSEB Ltd. Office(s).
10. He/She will be required to take and oath/affirm on the following form.  

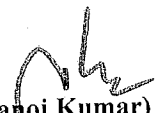
I \_\_\_\_\_ do swear/ solemnly affirm that I will be faithful and bear true allegiance to the Constitution of India as by law established and that I shall carry out my office duties with loyalty, honesty and with impartiality.
11. In case he/ she is willing to accept this offer of appointment on contract basis on the terms and conditions indicated above, he / she should report for execution of Agreement as well

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as for duty at the station of his /her posting immediately, but not later than **30 (thirty) days from** the date of issue of this offer which in default where of the offer shall be automatically stand cancelled / withdrawn and the candidate will have no right to claim it and next candidate of waiting panel shall be appointed.

12. The appointment of candidate appearing at Sr.No.11 (Mr.Ashutosh) (DOB 3.3.1995) is subject to production of NOC from his parent department.

All the above named  
Candidates/incumbents.


  
(Manoj Kumar)  
Executive Director (Pers.)  
HPSEB Ltd., Vidyut Bhawan.  
Shimla-171004.

No. HPSEBL (Sectt.)NGE/6-78/2022 - 86922-28

Dated:- 17-12-22

Copy forwarded for information and necessary action to:-

1. The Secretary Himachal Pradesh Staff Selection Commission, Hamirpur- in reference to above referred letter following candidates have not attended the documentation their replacement may be sponsored .These are appearing at Sr.No.9 (Ms.Madhavi) Gen (UR) and Sr.No.63(Ms.Neha) OBC(UR); their replacement may kindly be sponsored accordingly.
2. The Chief Engineer, Operation Central Zone/South/North, HPSEB Ltd., Mandi & Dharamshala/Shimla.
3. The Sr. Executive Engineer and Assistant Engineer in above mentioned Division and Sub-Divisions, the date of joining of the candidate may be intimated to this office for record. All the Degree(B.Com) and certificates may be checked properly before the candidate is allowed to join the post. Attested copies of the certificate may also be obtained from the candidate and sent to this office immediately on joining for office record. The specimen Performa of Contract/Agreement is enclosed herewith.
5. Supdt. IV of NGE Section.
5. Office Order/Guard file.

  
(Manoj Kumar)  
Executive Director (Pers.)  
HPSEB Ltd., Vidyut Bhawan,  
Shimla-171004.

Annexure-I

**FORM OF CONTRACT AGREEMENT TO BE EXECUTED BETWEEN  
AND THE H.P. STATE ELECTRICITY BOARD LTD.**

This agreement is made on this \_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ between \_\_\_\_\_ Son/Daughter of \_\_\_\_\_ resident of \_\_\_\_\_ contract appointee (hereinafter called the **FIRST PARTY**) and the H.P. State Electricity Board Ltd. (hereinafter called the **SECOND PARTY**).

WHEREAS, the **SECOND PARTY** has engaged the aforesaid **FIRST PARTY** and the **FIRST PARTY** has agreed to serve as \_\_\_\_\_ on contract basis on the following terms and conditions:

1. That the **FIRST PARTY** shall remain in the service of the **SECOND PARTY** as \_\_\_\_\_ for a period of 1 year commencing on \_\_\_\_ day of \_\_\_\_\_ and ending on the \_\_\_\_ day of \_\_\_\_\_. It is specifically mentioned and agreed upon both the parties that the contract of the **FIRST PARTY** with **SECOND PARTY** shall ipso-facto stand terminated on the last working day i.e. on \_\_\_\_\_ and information notice shall not be necessary.
2. Contract appointee shall be paid fixed amount equal to the minimum of the Pay Band plus Grade Pay of the post (i.e. Rs.5910+Rs.1950 Grade Pay + **150%** enhanced grade pay only i.e. in the Pay Band of Rs.5910-20200 +Rs.1950 Grade Pay. He/She shall not be entitled for any other allowance whatsoever admissible to the employees of State Govt. /Board from time to time. However, he/she shall be entitled for 3% increment after putting in one year continuous service as per contract policy.
3. Contract appointee so selected under these rules will not have any right to claim regularization or permanent absorption in HPSEB Ltd.
4. The appointment is liable to be terminated in case the performance/ conduct of the contract appointee is not found good.
5. Contract appointee will be entitled for one day casual leave after putting one month service. The contract appointee will also be entitled for 135 days maternity leave, 10 days medical leave and 5 days special leave. No leave of any other kind is admissible to the contract appointee. He/she shall not be entitled for medical Re-imburement and LTC etc. The un-availed casual leave, medical leave and special leave can be accumulated upto the calendar year and will not be carried forward for the next calendar year.

6. Un-authorized absence from the duties without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for wages for the period of absence from duty.
7. Contract appointments will be made against vacant posts in difficult and tribal areas or the office jobs as per requirement. Transfer of contract appointee will not be permitted from one place to another. However, at the time of renewal of contract, if any, such appointee can be appointed at different place or office on administrative grounds.
8. Selected candidate will have to submit a certificate of his/her fitness from a Medical Officer of the Govt. Hospital. Women candidate, pregnant beyond 12 weeks will be considered temporarily unfit till the confinement is over. The women candidates will be re-examined for the fitness by an authorized Medical Officer of Govt. Hospital.
9. Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular staff members.

*Signature of Contract Appointee*  
(FIRST PARTY)

*Signature of Employer*  
(SECOND PARTY)

**WITNESSES:**

1.....

2.....