



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

Registered office
CIN
GST No.
Telephone Number
Website address
Email

Vidyut Bhawan, HPSEBL, Shimla-171004(H.P)
U40109HP2009SGC031255
02AACCH4894EHZB
0177-2803600, 2801675(Office), 2813563(Fax)
www.hpseb.com
cmd@hpseb.in & directorfa@hpseb.in

OFFICE ORDER

The Himachal Pradesh State Electricity Board Limited is pleased to approve the amendments in the HPSEBL's Delegation of (Financial, Administration AND HR) Powers, 2022.

- I. These amendments may be called as HPSEBL's First Amendments in Delegation of (Financial, Administration AND HR) Powers, 2022.
- II. These amendments shall come into force from the date of issuance of this office order.
- III. In HPSEBL's Delegation of (Financial, Administrative and HR) Power, 2022 following shall be amended:-

1. In Chapter IV, Para 4, the following shall be deleted:

'(h) Operation and maintenance of all Hydro Power Projects.'

2. In Chapter IV, Para 5, the following shall be inserted:

'(d) Operation and Maintenance management of all power projects i.e. All major repairs of Electromechanical and Electrical works at time of implementation of renovation and modernization scheme of all Hydel Projects.'

3. In Chapter IV, Para 6, the following shall be inserted:

'(d) All major repairs of Civil and Hydro-Mechanical works at time of implementation of renovation and modernization scheme of all Hydel Projects'

4. In Chapter V, Para 9, the following word shall be inserted after the word Chief Engineer:

'/SE'

5. In Chapter V, Para 24 point no.(iii), the following word shall be inserted after the word AO

'/SO(Budget)'

6. In Chapter V, Para 35 the following shall be substituted:

"However in respect of Civil and Hydro Mechanical, works, estimate shall be prepared by CE(PCA)(Civil) under the supervision of Director (Civil) and shall be forwarded to CE(MM) for financial vetting. Data/Inputs for preparation of estimate shall be provided to the CE CE(PCA)(Civil) by the concerned unit. Similarly, in respect of Electrical and Electro mechanical works, estimate shall be prepared by CE(MM) and shall be forwarded for financial vetting. Data/Inputs for preparation of estimate shall be provided to the CE (MM) by the concerned unit.

7. In Chapter V, Para 38 the following shall be deleted:-

"Corporate Contracts Group shall be responsible for procurement of items/works falling under powers of Director/ Chairman/WTD/BOD. The works /services/goods falling under the powers of Director for award can also be processed and awarded by the project if it is a site package."

8. In Chapter V, Annexure II, in the BoDs Level Committee, the followings shall be substituted:-

BoD Level	BoDs	BoDs	The cases above Rs. 25 Cr. shall be placed before BoDs after the approval of the WTD for consideration and final approval. The prior financial concurrence shall be obtained from F&A Wing. The cases shall be submitted through C.E.(MM).
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9. In Section I, (II) in note the following the words i.e. **'over all limits of Rs. 1.00 Crores'** shall be substituted as **'allotted budget'**.

10. In Section I, 3(iii)(a) the following shall be substituted as under:

iii(a)	Award of work through work order for works and repairs	Sr. XENs/Sr XEN (IT)	Rs. 0.70 Lac at a time subject to maximum 8.00 lac P/A	Rs. 0.70 Lac at a time for damaged works due to natural calamities and in emergent situation
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		REs	Rs. 1.00 Lac at a time subject to maximum 8.00 lac P/A	Rs. 0.50 Lac at a time subject to maximum 4.00 lac P/A
		AEEs/AEs	Rs. 0.10Lac at a time subject to maximum 1.00 lac P/A	Rs. 0.10 Lac at a time for damaged works due to natural calamities and in emergent situation

11. In Section II, Delegation of Power- Personnel/ HR Functions, the following amendments are made:

No.	Subject Matters of Delegation	Officers to whom Powers Delegated	Extent of Power
1.	Sanction/ abolition/ Operation/ Re-appropriation of posts for recruitment / promotion / Up-gradation/re-designation subject to approval of the Service Committee, where applicable.	Chairman	Full Power
		Director (Persl.) in consultation with Managing Director	Full Power for all class I & II except ED(P)/ CE/ SE/ CS other KMPs
		Executive Director (Persl) in consultation with Managing Director through Director(Persl).	Full Power for all class III & IV

12. In Section II, Delegation of Power- Personnel/ HR Functions, the following amendments are made:

3.	Approval of text for release of advertisement / notification to Employment Exchanges/HPP SC/HPSSC etc. for recruitment.	Director (P) in consultation with Managing Director	Full Power
		ED(Persl.)	Full power for notifications to Employment Exchanges/HPPSC/ HPSSC etc. where the recruitment and advertisement have been approved by Director(Persl.)

13. In Section II, Delegation of Power- Personnel/ HR Functions, the following amendments are made:

13.2	Review of terms on appointment or on deputation in consultation with the Chairman	D(P) in consultation with Managing Director	Full Power
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14. In Section II, Delegation of Power- Personnel/ HR Functions, the following amendments are made:

28.	Sponsoring employees for higher studies in India at Company cost as per approved policy.	Director(P) in consultation with the Chairman through MD	Full Power
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15. In Section II, Delegation of Power- Personnel/ HR Functions, the following amendments are made:

29.	Grant of study leave without pay and allowances for studies as per approved policy.	Director(Persl) in consultation with the Chairman through MD	Full Power
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16. In Section II, Delegation of Power- Personnel/ HR Functions, the following amendments are made:

30	Approval for Institutional membership by HPSEBL for professional institutions for		
	a) Indian Institutes like CBIP, INHA, SCOPE, IIT, IIM, ICAI, ICSI, ICMAI etc.	Director(Persl) in consultation with Managing Director	Full Power
	b) Foreign Institutions	Director(Persl.) in consultation with the Chairman through MD	Full Power

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17. In Section II, Delegation of Power- Personnel/ HR Functions, the following amendments are made:

31.	Conducting/ Sponsoring / Deputing employees for training/ works HOD/ conference/ study tour/seminar etc.	Director(Persl.) in consultation with Managing Director	Full Power for trainings within India.
		CE/ Station Head /HOD	Full Power for conducting trainings/ works HODs/ seminars at their station or project location

18. In Section II, Delegation of Power- Personnel/ HR Functions, the following amendments are made:

33.1	Transfer of employees with in different wings/ department of HPSEBL.	Director(Persl) in consultation with the Chairman through Managing Director	Full Power for Class I & II
		ED(Persl) in consultation with Director(Persl.) and MD	Full Power for Class III & IV

19. In Section II, Delegation of Power- Personnel/ HR Functions, the following amendments are made:

34.	To permit undertaking of outside assignments by HPSEBL employees/ departments/ projects on behalf of HPSEBL.	Director(Persl.) in consultation with the Chairman through Managing Director	Full Power
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20. In Section III, Delegation of Power- Administrative Functions, the following amendments are made:

16.	Empanelment of agencies for conducting various trainings under Corporate Social Responsibility	Director(P) in consultation with Managing Director	Full Power
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21. In Section III, Delegation of Power- Administrative Functions, the following amendments are made:

19.	Sanction of expenditure on Photography/Video Coverage of project/ VIP visits/ functions, etc.	Director(Persl.) in consultation with Managing Director	Full Power
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22. In Section III, Delegation of Power- Administrative Functions, the following amendments are made:

20.	Sanction of expenditure for ceremonial occasions, awareness programmes, promotion of sports, cultural activities, visit of Dignitaries, presentation of mementoes to special visitors, celebration of National Days, local festivals/local melas, etc., subject to Administrative guidelines issued from time to time and budget provisions. Excluding any grant/donation/ sponsorship to other agencies.	Director (P) in consultation with Managing Director	Full power
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23. In Section III, Delegation of Power- Administrative Functions, the following amendments are made:

35.	Approval for constitution of Technical Advisory Committee (TAC)/ Panel of Experts (POE)/ Committee of Experts (COE).	Director in consultation with the Chairman through Managing Director	Full Power
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24. In Section III, Delegation of Power- Administrative Functions, the following amendments are made:

38.	Approval for entering into MOU with Governmental Agencies/ Government Undertakings/ Statutory bodies/ Autonomous bodies of Government for execution of Work/ Services.	Director in consultation with the Chairman through Managing Director	Full Power
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25. In Section III, Delegation of Power- Administrative Functions, the following amendments are made:

44.	To defend any suit, appeal, review, revision, writ petition or other proceedings by or against the company or its employees or otherwise concerning the affairs of the company in any court and/or quasi-judicial authorities as per Standard Operating Procedure(SOP)	ED(Persl.)/ Director (P) in consultation with The Chairman through MD	Full Power
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26. In Section III, Delegation of Power- Administrative Functions, the following amendments are made:

48.1	Empanelment/ Dis- empanelment of Advocates and approval of schedule of fees and other terms for the same.	ED/Director (P) in consultation with the Chairman through MD	Full Power
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27. In Section III, Delegation of Power- Administrative Functions, the following amendments are made:

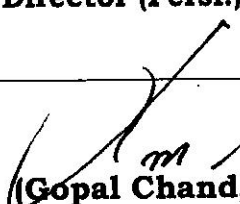
48.2.1	For cases in subordinate courts and equivalent forums	Director (P)/ED(Persl.) in consultation with MD	Full Power
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28. In Section III, Delegation of Power- Administrative Functions, the following amendments are made:

48.5	Approval for incurring miscellaneous Legal expenses such as expenditure on obtaining legal opinion from outside legal experts etc.	Director (P) in consultation with MD	₹5 lakh per case
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29. In Section IV, Delegation of Disciplinary Powers, Sr. No. 3, All other field Engineering Units, the following amendments are made:

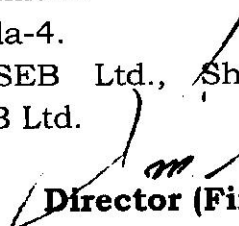
iii) Wing Cadre	Chief Engineer Concerned	Chief Engineer Concerned	Director (Persl.)
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(Gopal Chand, IAS)
Director (Fin. & Persl.)

No. HPSEBL/(SECTT)/CS/DOFP/310-05/2022-52281-300 Dated: 24-8-2022

Copy To:-

1. The Specl. Pvt. Secretary of the Chairman, HPSEBL, Shimla-02 for information of Hon'ble Chairman.
2. The Managing Director, HPSEBL, Shimla-
3. All the Directors of HPSEBL.
4. The Executive Director (Pers.), HPSEBL.
5. All the members of the Committee.
6. All the Chief Engineers, HPSEBL.
7. MD, Beas Valley Power Corporation Ltd. for implementation of these powers in Beas Valley Power Corporation Limited.
8. The Company Secretary, HPSEB Ltd., Shimla-4.
9. The Superintending Engineer (IT), HPSEB Ltd., Shimla-4 for uploading the same in the website of HPSEB Ltd.


Director (Fin. & Persl.)