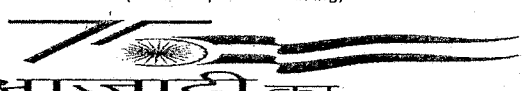


 Registered office : Vidyut Bhawan, HPSEBL, Shimla-171004(H.P) GST No. : HPSEBL 02 AACCH4894EHZB Telephone Number : 0177-2803600, 2801675(Office), 2813563(Fax)	HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED (A State Govt. undertaking)  आज़ादी का अमृत महोत्सव	 Corporate Identity Number : U40109HP2009SGC031255 Website address : www.hpseb.in Email : md@hpseb.in & dir@hpseb.in
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No. HPSEBL (SECTT)/R&E/Govt.Instt. 2022-23:-90149- 369 **Dated:-24-12-2022**

To

**All the Chief Engineers/MD/CAO,
All the SEs/Sr. XENs in HPSEBL.**

**Subject: Requirement of taking prior permission for leaving station/
headquarters by every Govt. Servant.**

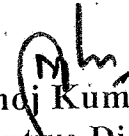
Sirs,

It has come to notice of Board Management from time to time that most of the employees left the station/headquarters without taking prior permission of the competent authority while proceeding on leave/tours etc. The Management has taken this aspect very seriously particularly in respect of those employees who leave the station everyday without proper permission of the competent authority. Although in the present day context, with the improved transport facilities & living standards of the employees, it is easy to reach the place of posting but it doesn't imply that they leave the headquarters without permission, which is violation of the rules/instructions and can attract disciplinary proceedings too. Therefore, this practice is required to be curbed immediately.

In this context, Government of Himachal Pradesh vide office memorandum No. Per (AP-B)-A (3)-7/2020 dated 26.10.2020 has also issued brief instructions which can be downloaded from the HP Govt. site for reference.

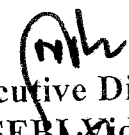
Accordingly you all are directed to follow these instructions meticulously and also direct all the employees under your control not to leave the station/headquarter without the prior permission of the competent authority. Any instance of departure of these instructions, if any, noticed from now onwards shall be dealt strictly, which please note. Also such permission will not be

granted to employ who employed in connection with "Essential Public Services" and in no station where the competent authority is of the view that services of on regularly due to administrative exigencies.


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

Copy for information and necessary action is forwarded to:-

1. All the Dy. / Under Secretaries/DD (P)/JD (PR)/SOs in Board Secretariat for strict compliance of above instructions.
2. All the SPS/Sr.PS/PS to Managing Director/Directors/ED (Pers.), HPSEBL, Shimla-4.
3. The Company Secretary, HPSEBL, Vidyut Bhawan, Shimla-4.
4. Guard file.


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