



HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED

(A state Government Undertaking)

Registered Office : Vidyut Bhawan, HPSEBL, Shimla-171004. (H.P).
Corporate Identity Number (CIN) : U40109HP2009SGC031255
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" URGENT PERSONAL ATTENTION "

NO.HPSEBL(SECTT.)/2-23(OS)/2021-66463-643 Dated:- 04/02/2021
To

- 1) All the Chief Engineers/Managing Director,
HPSEBL.
- 2) The Chief Accounts Officer,
F&A Wing HPSEBL,
Shimla-4
- 3) All the Superintending Engineers/
HPSEBL.
- 4) The Deputy Secretary(General),
HPSEBL, Board Secretariat.
- 5) All the Sr. Executive Engineers,
HPSEBL.

Subject:- **Guidelines relating to payment of salary to the staff employed on outsourced basis .**

I am directed to enclosed herewith photo copy as received from Deputy Secretary(Finance) to the Government of Himachal Pradesh on the above noted subject.

In this context, it is to informed that earlier the Govt. of H.P has notified the policy guidelines regarding staff deployed in Government department by Service Providers on outsourcing basis vide its instruction dated 01-07-2017 wherein vide Clause-10 , it has been ensured that the outsourced staff is paid through the bank by check or by any electronic payment method, into account by Service provider. The payment of salary is to be made by 7th of next month. It has also been decided to release the wages/salary of workers who were engaged by out sourcing basis through Service Providers in the HPSEBL after deposit the subscription of

EPF/EDLI of the preceding month completed in all respects in favour of the staff deployed by them, before making the payment of the bill of the Service Providers. The Officer-in-charge/DDO is enable to cross check the amount of the EPF/EDLI deposited by the Service Providers . The Service Providers are directed to supply the copies of ECR alongwith details of staff (highlighting the names of the staff of concerned office in the consolidated list) to the concerned office where the staff was actually deployed, failing which the payment of the Service Providers would not be disbursed.

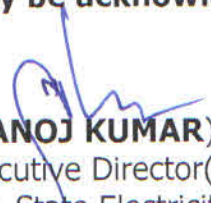
The aforesaid instruction of Gohp was adopted by the HPSEBL vide office order endorsement No. HPSEBL(SECTT.)/R&E/Outsourcing Govt. Instruction /2017-43482-702 dated 28-08-2017 and necessary instruction has already issued to the all the Chief Engineers/SEs/Xens and CAO of the HPSEBL vide this office letter No.HPSEBL(SECTT.).2-23(HRD)/2017-241-371 dated 02/04/2018 to adhere the above instruction / guidelines of the out sourcing staff as framing by the Govt. of H.P. and also bring the notice of all concerned functioning under your control as well as Service Providers for stick compliance and follow/ implement the Boards instructions as well as Gohp instructions which were adopted by the HPSEBL time to time in its letter and spirit. Subsequently, necessary instruction has already issued to the all the Chief Engineers/ SEs/ Xens and CAO of the HPSEBL as well as Service Providers in HPSEBL vide this office letter No.HPSEBL(SECTT./2-23 (HRD) /2019-50231-381 dated 13/11/2020 wherein **Clause-4:- PAYMENT OF MONTLY SALARY AND ISSUING SALARY SLIPS.**

The Service Providers were informed that the Hon'ble Minister has announced that the monthly salary slips be issued to the workers deployed on outsource basis. Therefore, all the Service Providers were requested to issue monthly salary slips to the workers engaged by them. The Service Providers were also requested to ensure the payments of wages/salary to the workers on or before 7th day of every month to avoid financial difficulties to the manage and send attendance rolls of the workers to the Service Providers timely to enable them to raise the bill timely.

It has come to notice of the higher authority, that the Service providers of the HPSEBL has not implemented the above instructions of the HPSEBL as well as Govt. of H.P. and has not paying the wages / salary by the 7th of every months and also not deposited the EPF and ESI and employees share etc. of the workers engaged on outsource basis well in time and concerned Drawing and disbursing Officer have also not taken any initiative in the above matter, competent authority has taken it serious view for this elapse.

All concerned may kindly be instructed to adhere the above instruction and aforesaid instruction/guidelines may kindly be brought to notice of all concerned as well as to the Service Providers for strict compliance and follow the Boards instructions as well as Govt. of Himachal Pradesh instructions adopted by the HPSEBL from time to time in its letter and spirit please.

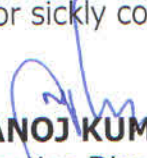
The receipt of the same may be acknowledged.


(**MANOJ KUMAR**)

Executive Director(Personnel),
H.P. State Electricity Board Ltd.,
Vidyut Bhawan, Shimla

Copy of above is forwarded for information and necessary action please :-

- 1) The Deputy Secretary(Finance) to the Government of Himachal Pradesh for information with reference to your letter No. Fin © D (4) -2/2020- dated 18/01/2021.
- 2) The Deputy Secretary(NGE) in the Board Secretariat.
- 3) The Deputy Secretary(R&E) in the Board Secretariat.
- 4) The Under Secretary(FTE) in the Board Secretariat.
- 5) All the Services Providers in HPSEBL for sickly compliance.


(**MANOJ KUMAR**)

Executive Director(Personnel),
H.P. State Electricity Board Ltd.,
Vidyut Bhawan, Shimla

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