

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



Registered office : Vidyut Bhawan, HPSEBL, Shimla-171004(H.P)
GST No. : HPSEBL 02 AACCH4894EHZB
Telephone Number : 0177-2803600,2801675(Office),
2813563(Fax)

Corporate Identity Number : U40109HP2009SGC031255
Website address : www.hpseb.in
Email : md@hpseb.in & dirf@hpseb.in

MEMORANDUM

On the recommendation of HP Rajya Chayan Aayog, Hamirpur vide its letter No. HPSSC-C(2)-57/2020-(R-1)-2694 dated 17.01.2025 against HPSEBL, requisition No HPSEB(Sectt.)/NGE/6-1/2024-56470 dated 30.11.2024 the following candidates are hereby offered appointment to the post of **Junior Office Assistant (IT) from Post Code-817 Waiting panel** purely on contract basis, initially for a period of one year in HPSEBL, on a fixed contractual amount equal to 60% (sixty percent) of the first cell of the applicable level (level-4) of pay Matrix of HPSEBL, (Revised) Pay Regulation 2022 (on Govt. pattern) 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. 06 dated 03.06.2022 in public interest, on following terms & conditions:-

Sr. No.	Name of the candidate/ Father's Name	Address	Date of Birth	Cate-gory	Proposal of posting
1	Anish Kumar, S/o Sh. Desh Raj	Village Kursai, Tehsil Ghumarwin, Kursai Bilaspur, HP-174027.	21.10.1998	GEN (UR)	Elect. System Division Bilaspur.
2	Yashica Vashishtha, D/o Sh. Harish Kumar Sharma	Shiv Bhawan, VPO Chail Chowk, Near Patrol Pump, Distt. Mandi HP-175028.	19.11.1990	GEN (UR)	Arb. Mtc. Divn. Thalout.
3	Hement Kumar, S/o Sh. Mangat Ram	V.P.O. Poshna, Distt. Kullu, HP-172001.	15.01.1987	GEN (UR)	SE (Op.) Circle, HPSEBL, Rampur.
4	Dinesh Thakur, S/o Sh. Amar Singh	Vill-Gullo, PO-Jais Basa, Theog (131) Shimla, HP-171201.	01.09.1988	GEN (UR)	Head Office Kumar, House HPSEBL, Shimla.
5	Manisha, D/o Sh. Kushal Kumar	Village Panjehati, Post Office Talyahar, Distt. Mandi, HP-175001.	20.07.1996	GEN (UR)	ESD No. II Una (Under ED Una).

6	Sheetal Thakur, D/o Sh. Ghanshyam Singh.	Vill- Samnos P.O. Jachh, Tehsil-Chachyot, Distt- Mandi, HP-175039.	11.08.2000	GEN (UR)	Elect. System Division Bijni (Mandi).
7	Renu, D/o Sh. Madan Chand.	W/o Sh. Hem Raj Sharma, Vill & P.O - Bathalang, Teh-Arki, Distt-Solan.HP 173208.	04.02.1983	GEN (UR)	SE (ES) Circle Totu.
8	Kapil Garg, S/o Sh. Chander Mohan Garg.	House No. 265/11 Ward No. 09 Post Office Dharpur Hanumani Bag Kullu , HP-175101.	22.02.1983	GEN (UR)	SE (Gen.) Circle Sarabai.
9	Chander Mani, S/o Sh. Jagdish Chand.	Village-Tansal, P.O. Bag, Distt. Mandi, HP.- 175032.	03.07.1993	GEN (UR)	SE (Gen.) Circle Sarabai.
10	Achal Trehan, S/o Sh. Ashwani Trehan	Ward No. 9 House No. 2822 Suraj Kund Road Kangra, HP-176001.	03.10.1995	GEN (UR)	ESD Thural (Under ED Lambagaon).
11	Priyanka Verma, D/o Sh. Kishan Singh	Post Office Durgapur Tehsil Shimla Sion Shimla, HP-171007.	11.02.1997	GEN (UR)	(Op.) Circle Nahan.
12	Arun Sharma, S/o Sh. Rajinder Sharma	Vill-Chuhe Ka Talab, PO-Rehan, Kangra, HP- 176022.	04.10.1990	GEN (UR)	ESD Rehan (Under ED Fatehpur)
13	Yogesh Kumar, S/o Sh. Moti Ram.	Vill. Ashni, P.O. Shiah, Distt. Kullu, HP-175141.	15.06.1987	GEN (UR)	RE Larji P/House Division Thalout.
14	Geetanjali, D/o Sh. Narender Kumar.	Vill-Bhogwan, PO- Nagrota Gazian, Tehsil- Bhoranj, Distt. - Hamirpur-HP-176045.	10.04.1991	GEN (UR)	SE (ES) Circle HPSEBL, Totu, Shimla
15	Dolma Devi, D/o Sh. Kura Ram.	Tehsil Chachyot, Gadwar, Mandi, HP- 175029.	17.04.1997	GEN (UR)	Thirot P/H Sub-Division Thirot (Under RE Larji P/House Divn., Thalout)
16	Ajay Kanwar, S/o Sh. Youdhvir	Vill. Sandehra, PO. Khouda Sub Tehsil- Tihra, Distt. Mandi, HP- 175026.	18.07.1993	GEN (UR)	RE Bassi P/H Divn., Joginder Nagar
17	Ankit Thakur, S/o Sh. Mishar Singh Thakur	Vill. Satahan, P.O. Lagdhar, Distt. Mandi, H.P-175003.	12.09.1997	GEN (UR)	Head Office Kumar House, HPSEBL, Shimla.

18	Aarti Devi, D/o Sh. Krishan Chand.	Post Office Chabutra Tehsil Sujanpur Gujrera Hamirpur, Distt. Hamirpur, HP-177007.	05.04.1988	GEN (UR)	Chief Engineer (ES) Hamirpur.
19	Rohit Sharma, S/o Sh. Mahender Sharma.	PWD Colony QTR. No. 57/II Block-G, Jail Road, Distt. Mandi, HP-175001.	18.07.1995	GEN (UR)	Civil Mtc. Sub-Divn., No-III Sarabai (Under Larji P/House Thalout).
20	Abhishek Kumar, S/o Sh. Ashwani Kumar	VPO Kohla, Tehsil. Nadaun, Distt. Hamirpur, HP-177033.	20.01.1999	OBC (UR)	Elect. Sub-Station, Sub-Division Sansarpur (Under ED Dehra)
21	Ravinder Kumar, S/o Sh. Het Ram	H/No. 308/2 Purani Mandi (Wasni), P.O. Mandi, Tehsil Sadar, Distt. Mandi, HP-175001.	25.03.1983	OBC (UR)	RE Larji PHD Thalout.
22	Karan Dutt, S/o Sh. Deep Chand	Village Upper Dhamoun, P.O. Gorkhu Wala Tehsil. Paonta Sahib, Distt. Sirmour, HP-173025.	17.01.1992	OBC (UR)	Elect. System Division Nahan.
23	Sandeep Kaur Saini, D/o Sh. Raghubir Singh Saini.	VPO Nihal Garh, Distt. Sirmaur, HP. 173025.	15.03.1995	OBC (UR)	ESD No. II Paonta Sahib (Under ED Paonta Sahib).
24	Vikram, S/o Sh. Ram Rattan.	Village-Upper Thari, P.O. Subathu, Teh. & Distt. Solan, HP-173206.	12.10.1990	SC (UR)	ESD No. III Solan (Under ED Solan).
25	Amit Kumar, S/o Sh. Bhupinder Singh	Vill. Dak, P.O. Dhab, Tehsil. Nurpur, Distt. Kangra, HP-176051.	05.09.1998	SC (UR)	ESD Shahpur (Under ED Shahpur).
26	Girish Sehgal, S/o Sh. Dharam Dutt. Sehgal	House No. -53 Near Holy Heart Yashwant Bihar, Tehsil Nahan Distt. Sirmaur, HP-173001.	14.12.1992	SC (UR)	ESD Kupvi (Under ED Chopal).
27	Arun Kumar, S/o Sh. Nek Ram	Vill. Patta Ranouta PO-Bhatwara, Tehsil. Ghumarwin Distt. Bilaspur, HP-174028.	08.12.1992	SC (UR)	ESD Haripur (Under ED Dehra).
28	Karan Kumar, S/o Sh. Mani Raj	Village Adrash Nagar Tikka Nihang and Post Office Palampur, Distt. Kangra, HP-176061.	17.05.1990	SC (UR)	ESD Rait (Under ED Shahpur).
29	Ankush Sandhu, S/o Sh. Onkar Chand.	VPO Bangoli Tehsil-Dehra, Distt. Kangra HP-176028.	19.06.1994	SC (UR)	Elect. Division HPSEBL, Dehra.
30	Ajay Thakur, S/o Sh. Khem Singh	Vill-Thati, P.O. -Kot, Tehsil. Dharampur, Distt. Mandi, HP-175040.	29.09.1992	GEN (EWS)	Head Office Kumar House, HPSEBL, Shimla.

31	Rekh Lal, S/o Sh. Gyan Chand	Vill-Manyoga , P.O. Kandhwara, Tehsil-Salooni, Distt. Chamba, HP-176321.	08.12.1999	GEN (EWS)	ESD Fatehpur (Under ED Fatehpur).
32	Sanjay Kumar, S/o Sh. Hukam Chand	Vill-Bag, PO-Balindi, Tehsil-Karsog, Distt. Mandi, HP-175010.	17.01.1994	GEN (EWS)	ESD Baragaon (Under ED Kumarsain)
33	Boby, S/o Sh. Ved Ram.	VPO Khanag , Teshsil-Anni, Distt. Kullu, HP-172026.	24.05.1998	GEN (BPL)	ESD Nankhari (Under ED Rampur).
34	Bhupesh Kumar, S/o Sh. Chet Ram	Village Subhot P.O. Tattapani, Tehsil Karsog, Distt. Mandi, HP-175009.	11.11.1994	GEN (EWS)	Elect. Division HPSEBL, Kumarsain).
35	Chander Kumar, S/o Sh. Nar Singh Dass.	Village-Dwash Post Office Dharmour, Tehsil Karsog, Distt. Mandi, HP-175010.	05.02.1994	Gen. (BPL)	ESD Thanadhar (Under ED Kumarsain).
36	Puneet Sharma, S/o Sh. Gurprasad Sharma.	Village Upper Behr, P.O. Behr Kuthera, Distt. Kangra, HP-177111.	29.03.2000	GEN (EWS)	ESD Ganoh (Under ED Nurpur).
37	Samsher Singh, S/o Sh. Gazzan Singh	Village Bagwar Post Office Mundkhar, Tehsil Bhoranj Bagwar Hamirpur, HP-176044.	05.03.1985	GEN (EWS)	Elect. System Division HPSEBL, Hamirpur.
38	Sheesham Rana, S/o Sh. Dharam Singh Rana.	Post Office Upper Behli Tehsil Sundernagar Upper Behli Mandi, HP-174401.	01.10.1994	GEN (BPL)	Procurement Engineer and Contract Cell Under CE (Gen.) S/Nagar.
39	Pitamber Thakur, S/o Sh. Pratap Singh.	VPO Bassa Waziran, Distt. Kangra, HP-176201.	28.08.1995	ST (UR)	ESD Jawali (Under ED Jawali).
40	Shubham Kumar, S/o Sh. Prabh Dayal.	Vill-Khuddar, P.O.-Bassi, Tehsil -Joginder Nagar, Distt. Mandi-175015.	14.01.1996	OBC (BPL)	Elect. Mtc. S/Divn. Jogindernagar (Under RE Bassi P/ House Divn., Joginder Nagar)

TERMS AND CONDITIONS:-

1. They will be paid a fixed contractual amount @ Rs. 12360/- per month.
2. The Service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory. In case the contract appointee is not satisfied with the termination orders issued by the Appointing Authority, he may prefer an appeal before the Appellate Authority who shall be higher in rank to the Appointing Authority, within a period of 45 days, from the date on which a copy of termination orders is delivered.
3. They will be entitled for one day's casual leave after putting in one month service. A female contract appointee with less than two surviving children may be granted maternity leave for 180 day'. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of number of surviving children) during the entire service, in case of miscarriage including abortion on production of Medical certificate issued by the authorized Government Medical Officers. However, he/she will also be entitled for 10 days Medical Leave and 05 days Special Leave. He/she shall not be entitled for Medical reimbursement and LTC, etc. No leave of any kind except above is admissible to him/ her.
4. Unauthorized absence from duties without approval of the controlling officer shall automatically lead to the termination of the contract agreement. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond their control on medical grounds, such period shall not be excluded while considering their control on medical grounds, such period shall not be excluded while considering their case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. However, he/she shall not be entitled for contractual amount for this period of absence from duty.
5. They will submit a certificate of his/ her fitness from the Distt. Hospital.
6. They will be entitled to TA/DA, if required to go on tour in connection with the official duties, at the same rate as applicable to regular counterpart officials at the minimum of pay scale.
7. Provisions of service rules like FR, SR, Leave Rules, NPS Rules / Pension Rules & Conduct Rules, etc. as are applicable in case of regular employees of HPSEBL will not be applicable in their case.



8. No travelling allowance will be paid to them for joining duties in place of posting.
9. They shall have to produce an affidavit to the effect that there is no court case/criminal/vigilance or appeal thereof pending for adjudication in any Court of Law in or outside the State of Himachal Pradesh against them.
10. In case, the contract appointee do not report for duty within the stipulated time period to the allotted station or brought outside influence for change of station, in that event the offer of appointment will stand automatically cancelled.
11. In rare and exceptional circumstances if a contractual employee is transferred to another station/cadre/establishment on his/her own request with the approval of the competent authority, he/ she shall be treated as fresh appointee in the new station/ cadre/establishment and the services rendered on contract basis in the earlier cadre/establishment on appointment/transfer to another station/cadre/establishment will not be counted for regularization purposes and for any other financial benefits. The contract appointee will be treated as fresh appointee for all intents and purposes.
12. The services of the incumbent appointed on contract basis will be regularized once in a year as per provisions of instructions issued by the Department of Personnel vide letter No. PER(AP)-C-B(2)-2/2015 dated 02.12.2023 and any amendment issued from time to time, in future.
13. They will have to serve anywhere in the HPSEB Ltd. has its Office(s).
14. 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 as for duty in the above mentioned office immediately, but not later than **30 (thirty)** days from the date of issue of this offer failing 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.
15. The above offer of appointment to finally selected candidate shall be conditional and subject to the final outcome of the investigation/court cases.

If, the offer of appointment, on the above terms and conditions is acceptable, to the above named candidates, they may report for duty in the place of posting on or before the date mentioned as above, after verification of documents in the concern DDO positively. They are further directed to execute the enclosed Contract Agreement and affidavit as stipulated in condition No. 9 above on the stamp paper of Rs. 10/- (Ten Rupees).

The appointment shall be considered 'provisional' till the verification of Character and antecedents, which will be carried out on the basis of self-declaration form, submitted by the candidates at the time of joining duties, certifying therein that all facts and detail given are correct. In case, character and antecedents of the candidate are not found verified or any false information given by the candidates in self-declaration, the provisional appointment will be cancelled forthwith and criminal legal action will be taken as a consequence.

Registered
The above named
Candidate/incumbent.

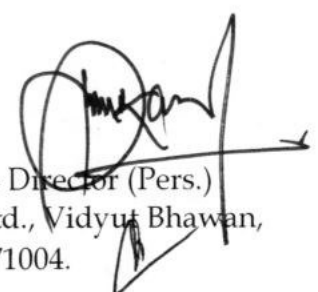
No. HPSEBL (Sectt.) NGE/6-1/2025-2794-85


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

Dated:- 16/7/25

Copy forwarded for information and necessary action to:-

1. The Chief Administrator, HP Rajya Chayan Aayog, Hamirpur.
2. The Chief Medical Officer of all Districts of HP.
3. The Chief Engineer (Op.) Kangra Zone, HPSEBL, Dharamshala/ Shimla Zone, HPSEBL, Shimla.
4. The Chief Engineer Generation, HPSEBL, Sundernagar.
5. The Chief Engineer, Elect. System, HPSEBL, Hamirpur.
6. The Superintending Engineer, (Op.) Circle, HPSEBL, Kangra/ Dalhousie/ Bilaspur/ Dehra/ Solan/ Shimla/ Rampur/ Nahan/ Una.
7. The Chief Accounts Officer, for information please
8. The Superintending Engineer, (Gen.) Circle, HPSEBL, Sundernagar/ Palampur/ Sarabai Bhuntar/ (ES) Circle Totu/ Nahan/ Hamirpur.
9. All the above mentioned Chief Engineers/ Superintending Engineers are directed to constitute the committee for documents/certificate/testimonials verification of these candidates. Each selected candidates will report to the concerned committee constituted at circle level for documents verifications.
10. The Superintending Engineer (IT), HPSEBL, Shimla.
11. All the above mentioned Assistant Engineers/ *Sr. Executive Engineers*.
12. Supdt. VI of NGE Section/ Office Order/ Guard file.


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

FORM OF CONTRACT AGREEMENT TO BE EXECUTED BETWEEN THE _____ and H.P. STATE ELECTRICITY BOARD LTD THROUGH THE ED (P) HPSEBL, SHIMLA.

This agreement is made on this _____ day of _____ in the year _____ between _____ Sh./Smt. _____ Son/Daughter _____ of Sh. _____ resident of _____ contract appointee (herein after called the First PARTY) and the H.P. State Electricity Board Ltd. through ED (Pers.), HPSEBL (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 by 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:

Provided that for extension/renewal of contract period the HOD shall issue a certificate that the service and conduct of the contract appointee was satisfactory during the year and only then the period of contract is to be renewed/extended.

2. The contractual amount of the First Party will be Rs. _____/- per month (which shall be 60% of the first shall of the applicable level of pay matrix of the corresponding cadre, as notified vide office order No. 14 dated 11.01.2023.
3. The service of contractual appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory. In case the contract appointee is not satisfied with the termination orders issued by the Appointing Authority, he/she may prefer an appeal before the

Appellate Authority who shall be higher in rank to the appointing authority, within a period of 45 days, from the date on which a copy of termination orders is delivered to him/her.

4. The Contract appointee will be entitled for one day's casual leave after putting one month's service, 10 days medical leave and 5 day's special leave, in a calendar year. A female contract appointee with less than two surviving children may be granted maternity leave for 180 days. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of the number of surviving, children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Government Medical Officer. A contract employee shall not be entitled for medical reimbursement and LTC etc. No leave of any other kind except above is admissible to the contract appointee.

Un-availed casual leave, medical leave & special leave can be accumulated upto the Calendar Year and will not be carried forward for the next Calendar Year.

5. Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. However, in exceptional cases where the circumstances for unauthorized absence from duty were beyond his /her control on medical grounds such period shall not be excluded while considering his/her case for regularization but the incumbent shall have to intimate the controlling authority shall not be entitled for contractual amount for this period of absence from duty:

Provided that he/she shall submit the certificate of illness/fitness issued by the Medical Officer, as per prevailing instructions of the Government.

6. An official appointed on contract basis who has completed three years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative ground.
7. Selected candidate will have to submit a certificate of his/her fitness issued by a Medical Board in case of a Gazetted Government servant and by Government Medical Officer in the case of a Non- Gazetted

Government servant. In case of women candidates who are to be appointed against post carrying hazardous nature of duties, and in case they have to complete a period of training as a condition of service, such women candidate who as a result of tests is found to be pregnant of twelve weeks standing or more shall be declared temporarily unfit and her appointment shall be held in abeyance until the confinement is over. Such woman candidate be re-examined for medical fitness six weeks after the date of confinement, and if she is found fit on production of medical fitness certificate from the authority as specified above, she may be appointed to the post kept reserved for her.

8. 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 counter-part official at the minimum of pay scale.
9. The Employees Group Insurance Scheme as well as EPF/GPF will not be applicable in contractual appointees(s).

IN WITNESS, the FIRST PARTY AND SECOND PARTY have herein to set their hands the day, month and year first, above written.

IN THE PRESENCE OF WITNESS

1.....

.....

(Signature of the first party)

2.....

.....

WITNESSES :

1.....

(Signature of Second Party)

2.....

(Name and Full Address)