



HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED
(A STATE GOVERNMENT UNDERTAKING)

Registered Office : Vidyut Bhawan, HPSEBL, Shimla-171004
Corporate Identity Number (CIN) : U40109HP2009SGC031255
GST No. : HPSEBL 02 AACCH4894EHZB
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"CONFIDENTIAL"

No. HPSEBL(SECTT.)/HRD/2-12/2020 - 14005-07

Dated:- 23-6-2020

To

- 1) The Chief Engineer (OP) CZ,
HPSEBL, Mandi.
- 2) The Chief Engineer (OP) South,
HPSEBL, Vidyut Bhawan, Shimla.
- 3) The Chief Engineer (OP) North,
HPSEBL, Dharamshala.

Subject:- **Regarding scrutinizing of applications for filling up the posts of Junior T/mate and Junior Helper(Sub-Station) - Instructions thereof.**

Sir,

As you are well aware that the Himachal Pradesh State Electricity Board Ltd. (HPSEBL) has invited applications for 1569 posts of various categories viz 1235 posts of Junior T/Mate and 334 posts of Junior Helper(Sub-Station) (Class-IV post) for recruitment on contract basis in HPSEBL with fixed Contractual Emoluments of Rs. 8150 /- per month strictly as per R&P Rules vide advertisement No. 2/2020 dated 04-06-2020 , advertised in the leading newspapers as well as placed on HPSEBL web site. In order to fill up 1569 posts of various categories viz 1235 posts of Junior T/Mate and 334 posts of Junior Helper(Sub-Station) , the screening committees were constituted under the concerned Chief Engineers (Operations) i.e. North, South and Central Zone. The concerned Chief Engineers have to compile the information and send the same duly verified with hard copy of the category wise Merit List along with soft (Electronic) copy on the prescribed format of all the applicants after scrutinized the applications and check the relevant certificates /Date of Birth etc. to this office.

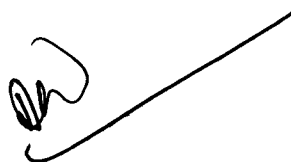
Although, there are some grounds of rejection that has a significant bearing on the process of compilation of data by the respective committee constituted for the scrutiny of applications, but at the same time there are some other circumstances of rejection that are of lesser significance. In order to avoid unnecessary anticipated litigation and to ensure maximum participation of the eligible applicants, the following clarification regarding grounds on which rejection of applications be adhered strictly. As a necessary corollary, the concerned Chief Engineer will ensure to scrutinize the applications based on following clarifications and submit the "**category wise merit list**" on the prescribed formats as per instructions already issued, **on or before 5th September,2020** positively to this office .

Sr. No.	GROUND OF REJECTION	CLARIFICATION	REMARKS
1.	Application form not attached.	Should be rejected.	-
2.	Application form on prescribed Performa not signed OR Declaration on applications form on prescribed Performa not signed.	Should be rejected.	-
3.	Recent Passport Size signed photograph not affixed on application form i.e. without photo.	Should be rejected.	-
4.	Recent passport Size photograph affixed on application form but not signed i.e. photo without signature.	Should be accepted.	-
5.	Receipt of Fee not attached /submitted alongwith application form.	Should be rejected,	-
6.	(i) Bank draft/IPO etc. who has already attached/ submitted bank draft /IPO etc. Or IPO/bank draft having wrong address.	Should be accepted.	- In case the IPO /Bank draft is in favour of any designated officer of

			HPSEBL and can be realized in the ' Official Account ' then such applications can be entertained.
7.	Less fee submission	Should be rejected.	-
8.	Attached documents are not self-attested.	Should be accepted.	Since unsigned photocopy of documents can be matched with ' Original documents ' at the time of screening/ verification of documents / testimonials of candidates.
9.	If the following certificate not attached i) ITI certificate in Wireman /Electrician / Electrical Trade through an institution recognized by the H.P. Govt. /GOI.	Should be accepted as a Matriculate candidate provided Matric Certificate is submitted (25 marks for ITI trade will not be granted.)	Technical qualification of ITI in Wireman / Electrician/Electrical trade obtained through Regular Course (not through distance education) from the institutions recognized by the Government of Himachal Pradesh should only be accepted. Any other technical qualification including higher technical qualification i.e. Diploma / Degree) will not be considered for purpose of granting 25 marks.
10.	Matriculation Certificate not attached.	Should be rejected.	-
11.	Matriculation certificate attached but marks obtained are not shown in certificate and grading is given under grading system.	Should be considered.	In such cases where grading is given, the 'Marks/ percentage Equivalence' can be obtained from respective Boards like CBSE etc. Such information is also available in official website of these institutions.
12.	Fail in one subject (for ex.	Should be considered.	Provided he has been

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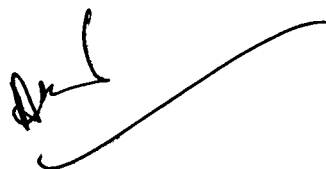
	English) in Matric.		declared overall ' pass ' by the respective education Board.
13.	Compartment in Matric.	Should be rejected.	-
14.	Matric from other Boards (for ex CBSE, Punjab etc.)	Should be accepted.	Board should be affiliated / recognized by GOHP/H.P. Board of School Education.
15.	Bonafide Himachali Certificate not attached.	Should be accepted only on following cases. 1. If the address (Permanent of correspondence) mentioned in the applicant form at Sr. No.3 and 4 by the candidate is of Himachal Pradesh.	Since, the posts of Junior T/Mate and Junior Helper(Sub-Station) have been advertised for Himachali Bonafide candidates only and Bonafide Himachali certificate will be verified by concerned Evaluation/ documentation Committee as well as cadre controlling authorities with " Original documents " at the time of verification of ' Original documents ' / testimonials of candidates before issue the offer of appointment to the candidates.
16.	Non Himachali.	Should be rejected. However, candidates shall be eligible for appointment to Class-IV posts, if he / she has passed Middle or Matriculation examination from any School/ Institution situated within Himachal Pradesh in case candidates belongs non-Himachali as per instruction issued by the Govt. of H.P. vide its instruction No. Per (AP)-C-C (17) -	Since the posts are advertised for Himachali Bonafide candidates only. Such applications should only be accepted in cases where applicant has attached Bonafide Himachali Certificate. Or candidates belongs to non-Himachali should be accepted in case where applicant has passed Middle or Matriculation examination from any School/ Institution situated within Himachal Pradesh.



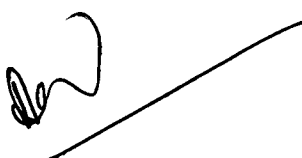
		2/2018- dated 19-11-2019 which had adopted by the HPSEBL.	
17.	Nonresidential in Himachal Pradesh.	Should be rejected.	-do-
18.	Resident of other State.	Should be rejected	-do-
19.	Out of State, Residents	Should be rejected.	-do-
20.	Copy of SC certificate not attached but reservation is claimed in the application form.	Should be rejected.	However, the unattested (not self-attested) should be accepted, if any.
21.	Copy of ST certificate not attached but reservation is claimed in the application form.	Should be rejected.	However, the unattested (not self-attested) should be accepted, if any.
22.	Copy of OBC certificate not attached but reservation is claimed in the application form.	Should be rejected.	However, the unattested (not self-attested) should be accepted, if any.
23.	OBC Certificate date expired.	Should be rejected.	Candidates belonging to OBC category are required to produce OBC certificate, which should not be more than two years old at the time of last date fixed for receipt of applications and interview, along with latest affidavit duly attested by the authority authorized under the Indian Oath act stating that his/her status as OBC has not changed and that they are not excluded from the category of OBC on account of being covered under creamy layer. Such certificate should be based on the lineage of parental family. The validity of the certificate is required to be seen at the time of

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			screening /verification of documents/ testimonials of candidates. However, it has been seen that some certificates have been issued with 2 years of validity, some are with one year validity and some even for lesser period. In this regard, it is clarified that OBC certificates OBC certificates issued by the competent authority and having validity at the time of submission of applications mandatorily required to be considered. However, the continuation of a candidate in OBC category may again be verify /checked at the time of verification of original documentation.
24.	Copy of Ward of Freedom Fighters certificate not attached but reservation is claimed in the application form.	Should be rejected.	However, the unattested (not self-attested) should be accepted, if any.
25.	Copy of Economically Weaker Sections certificates not attached, but reservation is claimed in the application form.	Should be rejected.	However, the unattested (not self-attested) should be accepted, if any. The benefit of reservation under EWS should be considered upon production of an Income and Asset Certificate issued by the competent authority as per guide lines/ instructions issued by the Govt. of Himachal Pradesh vide its instruction No. PER (AP)-C-B (12) -1/2019- dated 11 th June,2019 which was



			adopted by the HPSEBL vide this office order endorsement No. HPSEBL (SECTT.) /R&E /Misc-Govt. Instt./2019-2217-37 dated 11-07-2019
26.	Copy of BPL/Antodaya certificate not attached but reservation is claimed in the application form.	Should be rejected.	However, the unattested (not self-attested) should be accepted, if any.
27.	BPL certificate date expired.	Should be rejected.	The validity of IRDP / BPL certificate is of six months from the date of its issuance. The candidates are required to furnish the recent certificate not older than one month in support of his/ her claim. Its authenticity will be verified at the time verification of testimonial.
28.	Copy of Registration No. of Employment Exchange not attached.	Should be accepted.	Since wide publicity has already been done through newspaper regarding filling up of posts of Junior T/Mates, Junior Helper (Sub-Station) hence in order to give greater representation to the eligible candidates such applications should be considered.
29.	Category not mentioned in the relevant column of application form.	Should be accepted as general category candidate.	-
30.	Column in prescribed application form are not filled by the candidates.	Should be accepted only following cases. 1. Any one address (permanent or Correspondence) at Sr. No. 5 and 6 is given by the candidate. 2. Sr. No. 7, 8 and 9	Since wide publicity has already been done through newspapers regarding filling up of posts of Junior T/Mates, and Junior Helper (Sub-Station) hence in order to give greater representation eligible



		are not filled i.e. phone / Mobile No. Email & mark of identification. 3. Prescribed fee is deposited / attached but particulars not mentioned at Sr. No. 18. 4. Photograph pasted but not signed.	candidates, such applications should be considered.
30.	Received after due date.	Should be rejected.	
31.	Date of birth certificate not attached.	Should be accepted if date of birth is mentioned on the Matriculation certificate.	This certificate is required from only those candidates whose date of birth is not mentioned on their Matric certificate.
32.	Overage.	Should be rejected.	The applicant should be between 18 to 30 years as on 01.04.2020 upper age limit is relaxable by five years for candidates belonging to Scheduled Caste, Scheduled Tribe and other Backward classes & Children /Grand Children of freedom fighter of Himachal Pradesh and Economically Weaker Sections (EWSs) . The upper age relaxation is also available to Ex-serviceman candidates of H.P. as per provision of relevant rules / instructions of H.P. Govt.
33.	Underage.	Should be rejected.	-do-



Apart from above, it is also requested to supply the list of candidates those applications forms are rejected on the prescribed proforma **Annexure-"D"** as already circulated vide this office letter No. HPSEBL (SECTT.) /HRD)/2-12/(RECTT)/2020-12576-78 dated 16-06-2020. This instruction is also available in the official website of HPSEBL.


(Dr. Ashwani Kumar Sharma),
Executive Director (Personnel),
H.P. State Electricity Board Ltd.,
Vidyut Bhawan, Shimla-4.
(0177-2809346) 09/08/20

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