

MINUTES OF MEETING REGARDING DEPOSITION OF EPF/ESIC SUBSCRIPTIONS BY THE SERVICE PROVIDER IN FAVOUR OF OUTSOURCED STAFF HELD IN THE COMMITTEE ROOM OF THE HPSEB LTD. VIDYUT BHAWAN SHIMLA ON 29.08.2022 AT 11:00 AM AND LASTED AT 02:30 PM UNDER THE CHAIRMANSHIP OF WORTHY MANAGING DIRECTOR HPSEB LTD. WITH THE FOLLOWING FIELD OFFICERS/ HEAD OF FIRMS AND THEIR REPRESENTATIVES INCLUDING THE SUPERINTENDING ENGINEERS/ DRAWING AND DISBURSING OFFICES WHO ATTENDED THE MEETING THROUGH VIDEO CONFERENCE WHOSE DETAILS ARE GIVEN /CITED AS UNDER:-

Sr. No.	Name of office	Name & Designation
1.	HPSEBL, Vidyut Bhawan, Shimla.	Er. Pankaj Dadwal, Managing Director
2.	HPSEBL, Vidyut Bhawan, Shimla.	Er. Manoj Kumar Upreti, Director (Operation)
3.	HPSEBL, Vidyut Bhawan, Shimla.	Sh. Manoj Kumar (HAS), Executive Director (Pers.)
4.	HPSEBL, Vidyut Bhawan, Shimla.	Sh. C. S. Thakur, Dy. Director (Pers.)
5.	BVPCL Jogindernagar	Er. Davinder Singh, Managing Director.
6.	HPSEBL, Vidyut Bhawan, Shimla.	Er. Roop Lal, Chief Engineer (PCA)
7.	HPSEBL, Vidyut Bhawan, Shimla.	Er. Mandeep Singh Chief Engineer (Comm.)
8.	HPSEBL, Vidyut Bhawan, Shimla	Er. Rakesh Kumar Chief Engineer (South)
9.	C.E. Central Zone, HPSEBL, (Mandi).	Er. G.C. Shandilya Chief Engineer
10.	C.E. (Gen.) HPSEBL, Sundernagar.	Er. Yashwant Thakur Chief Engineer (Gen.)
11.	Chief Engineer (OP) North Dharamshala.	Er. Ajay Gautam Chief Engineer (OP) North Dharamshala
12.	HPSEBL, Vidyut Bhawan, Shimla.	Sh. Kapil Kumar Bhimta, (CAO)
13.	HPSEBL, Vidyut Bhawan, Shimla.	Sh. Arjun Singh Thakur (Chief Auditor)
14.	SE (OP) Circle, Kasumpti, Shimla-9.	Er. Lokesh Thakur, SE (OP) Circle Shimla
15.	(Sr. XEN, City Elect. Divn. Shimla.	Er. Tanuj Gupta, Sr. XEN.
16.	Elect. Divn. Shimla).	Er. Varun Sharma, Sr. XEN.
17.	Shimla Elect. Divn. No.-1 Shimla.	Er. Partap Singh Sidholi (Sr. XEN,
18.	Shimla Elect. Divn. No.-1 Shimla.	Er. Jitender Bishit, Sr. XEN
19.	Elect. Divn. No.-II, Kasumpti.	Er. Sunil Jaret, Sr. XEN.
20.	HPSEBL, Vidyut Bhawan, Shimla.	Sh. Mahinder Singh Chauhan (Sr. A.O.)

List of the Field Officers who are connected through Video Conference held on 29.8.2022

	SE Operation Circle, HPSEBL, Kullu.	
1.	ED Kullu	Er. Aayush Minhas , Sr. Xen
2.	ED Manali	Er. Devinder Kaundal, Sr. Xen
3.	ED Keylong	Er. Prem Chand, Sr. Xen
4.	ED Thalout	Er. Vandana Dhillon, Sr. Xen.
5.	Generation Circle, Sarabai.	Er. Narender Thakur , SE
6.	Generation Circle, Sarabai.	Er. Divya , Attached Officer (Sr. Xen)
7.	LPHD, Thalout	Er. Deepak Verma Resident Engineer.
8.	AMD Thalout.	Er. Ajay Thakur, Sr. Executive Engineer, (Civil),
9.	TCD, Pandoh	Er. Rakesh Kumar, Sr. Executive Engineer (Civil)
10.	SE (OP) Circle, Solan	Er. M.S. Guleria, SE
11.	ED Baddi	Er. Gurcharan Singh, Sr. Xen.
12.	ED Arki	Er. Vikas Thakur , Sr. Xen, ED Arki.
13.	ED Parwanoo	Er. Vikas Gupta , Sr. Xen, ED Parwanoo
14.	M&T Division, Solan	Er. Shashi Kumar, Sr. Xen M&T Division , Solan
15.	ED, Nalagarh	Sh. Manoj Kumar (SDA). ,
16.	ED Solan	Sh. Gunna Nand (SDA).
17.	ES Divn. Nalagarh	Sh. Paramjeet Singh, Sr. Asstt.
18.	ES , Divn., Solan	Sh. Virender Kumar, Sr. Asstt. ES , Solan
	Generation Circle, Bhabanagar	
19.	Generation Circle, Bhabanagar	Er. Ranjeet Bhatia, SE
20.	RE Bhabanagar.	Er. Kehar Singh Kashyap , RE Bhabanagar.
21.	EMD, Bhabanagar	Er. Raj Singh, Sr. XEN ,
22.	RE Ganvi	Sh R.L. Bhardwaj, Supdt. (D/A).
	O/O Chief Engineer (Gen.)	
23.	I&P Cell, HPSEBL, Sundernagar	Er. Sushil Thakur, SE
24.	M&T Division, HPSEBL, Sundernagar	Er. Rajesh Kumar, Sr, Xen.
25.	PLCC Division, HPSEBL, Sundernagar	Er. Ravinder Nath, Sr. Xen

26.	O/O CE(Gen), HPSEBL, Sundernagar	Er. Sanjay Kumar,
	OP Circle, Rohru	
27.	ED, Rohru	Er. Sanjeev Rawat, Sr. Xen.
28.	ED, Jubbal	Er. Kamal Jeet, Sr. Xen.
	OP Circle, Bilaspur	
29.	ED, Bilaspur	Er. Manoj Kumar , Sr. Xen,
30.	ED, Sundernagar	Er. Vikas Sharma, Sr. Xen,
31.	ED, Ghumarwin	Er. Manoj Puri, Sr. Xen,
	SE Generation Circle, Palampur	
32.	SE Generation Circle Palampur	Er. Dheeraj Dhiman, SE
33.	RE Bassi	Er. Arun Kumar, RE Bassi
34.	RE Baner	Er. Amit Patial, RE Baner
35.	RE Gaj	Er. Charan Singh, RE Gaj
36.	RE Khauli	Er. Dipti Bhatt, RE Khauli
37.	HPSEBL, Palampur	Er. Manoj Kumar, AE (C).
	List of the Service Providers	
1	M/S Sarswati Dot Com	Sh. Dayan and Chauhan, Sh. Nitin Sharma, HR Manager
2.	M/S Service Pvt. Ltd	Sh. Manik Mahajan
3.	M/S Him Productive Institute of Education.	Sh. Sanjay Kumar
4.	M/S J.K. Enterprises.	Sh. Sanjay Thakur
5.	M/S Universal Training and Research Institute .	Sh. Bhupender Rajput
6.	M/S Shimla Cleanways.	Sh. Bhupesh Kumar Janartha & Sh. Ravinder
7.	M/S Nuvision Commercial and Escort.	Sh. Gaur Chauhan & Sh. Akash Mehra , Manager
8.	M/S Suresh Kumar	Sh. Sunil Kumar Sharma
9.	M/S HP Ex. Service Corporation, Hamirpur.	Ex Major Hans Raj Security Officer
10.	Sh. Partap Govt. Contractor.	Sh. Partap Singh
11.	M/S S. S. Enterprises	Sh. Ram Mohan
12.	M/S Dharamshala Electricals	Sgh. Santosh Kumar
13.	M/S Vigilant Hawks	Sh. B.S. Guleria
14.	M/S A B Enterprises	Sh. Ansanu Sharma
15.	M/S Jagmohan Singh Service Provider	Sh. Jagmohan Singh
16.	M/S K. L. Sharma, Jawalamukhi	Sh. K. L. Sharma

17.	M/S Anuj Sharma & Sons	Sh. Anuj Sharma
18.	M/S V. Eagle Security Services	Sh. Sanjeev Shyam
19.	M/S Chint Ram	Sh. Chint Ram Jaswal, Sh. Shamsher Singh.
20.	M/S Sharma Light House Hospitality , Sh. Sanjay Kumar	Sh. Sanjay Kumar

The meeting was held on 29.08.2022 at 11:00 AM in the committee room of the HPSEB Ltd. Vidyut Bhawan Shimla-4 under the Chairmanship of Worthy Managing Director, HPSEBL Ltd., Shimla at the very outset the Worthy Managing Director, Er. Pankaj Dadwal welcomed the officers of the HPSEBL/Head of the Firms/their representatives who attended the meeting and further addressed them and threw light on the issues of EPF/ESIC monthly subscriptions which has not been deposited by most of the firms, in the account of individual outsourced worker deployed by them since 2011, onwards despite of amount of EPF/ESIC subscriptions paid by the HPSEB Ltd. to the firm.

The Worthy Executive Director (Pers.) Sh. Manoj Kumar also addressed the officers/ head of the firms and their representatives including field officers i.e. SEs & DDOs who were connected through Video Conferencing and presented the provisions of EPF/ESIC Act, through power point presentation and it has also been made clear to the Employer/ Principal Employer that they will have to face legal repercussions for non- deposition of amount pertaining to EPF/ESIC subscriptions as per preliminary report given by the team of Special Audit constituted for the purpose. After detailed discussion following decisions were taken:-

1. Reconciliation of Non submitted/ deposited monthly subscription of EPF/ESIC in favor of Out Sourced staff.

It is intimated that as per the Policy/Guidelines regarding staff deployed in Government Departments by Service Providers on out sourced basis of dated 01.07.2017 and further adopted by HPSEB Ltd. clearly says that service providers would provide all eligible statutory benefits such as ESIC / EPF monthly contribution to the

service provider will supply the copies of ECR along with details of staff (By 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 bill would not be made. Concerned SEs will coordinate and Chief Engineers to supervise the complete process and send compliance report by 01.11.2022 to this office for taking further necessary action on this issue.

2. Timely payment of salary to the staff employed on outsourced basis.

It is informed that the wages /salary of workers who were engaged on outsourced basis through Service Providers in the HPSEB Ltd. is to be paid on or before 7th of every month after depositing the subscriptions of EPF/ESIC monthly subscriptions of the preceding month completed in all respects in favour of the staff deployed by them, before making the payment of the bill to the Service Providers. It is further intimated that the payment of salary is to be made by 7th of every month as per the Govt. instructions further adopted by the HPSEBL vide office order endorsement No. HPSEBL (SECT.) /R&E/Outsourcing Govt. Instruction/ 2017-43482-702 dated 28.8.2017 and necessary instruction has already issued to all the Chief Engineers/SEs/XENs and CAO of the HPSEBL vide office letter No. HPSEBL (SECTT),2-23 (HRD)/2017-241-371 dated 02.04.2018 are requested to adhere/follow the above instructions/ guidelines of the outsourcing service as framed by the Govt. of HP. and also bring to the notice of all concerned functionaries under your control as well as Service Providers for strict compliance and follow/ implement the Govt. of HP/ HPSEB Ltd. instructions from time to time in its letter and spirit .

It has come to the notice of the higher authority, that the Firms/Service providers of the HPSEB Ltd. is not following the above instructions and not paying the wages/salary by 7th of every month and also not depositing the EPF & ESIC subscription in the account of workers engaged on outsource basis, concerned Drawing and disbursing Officers are not taking any initiative in the above matter.

workers/employees employed by them. HPSEB Ltd. has requested to all concerned officers including Service Providers to abide by the instructions of Govt. of HP/HPSEB Ltd. issued from time to time and deposit the outstanding EPF/ESIC monthly subscription in the account of outsourced workers before submitting their bills of claim for the same. In spite of repeated reminders, directions and instructions to service providers and concerned DDOs, failed to comply with the statutory provisions. It is also highlighted that preliminary report of Special Audit clearly indicates that these monthly subscriptions of EPF/ESIC are not being deposited by the service providers in the account of individual person deployed by them since 2011 onwards.

It is also apprised that PF Commissioner has issued Show Cause notice to the HPSEB Ltd. with respect to non-depositing of EPF & ESIC monthly subscription of outsourced workers in their accounts. The HPSEB Ltd. has sought time for submitting the reply to above Show Cause Notice. The Govt. of H.P. is also pressing hard for submitting above detail.

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In this regard, service providers are requested to supply the record of EPF/EDLI & ESIC monthly subscriptions deposited by them in favor of staff deployed on outsource basis in various offices of company at deferent places and also reconcile the complete detail with concerned DDOs since, 2011 or the subsequent years for the persons deployed by them. This process shall be completed on or before 30.10.2022 positively. The pending dues (EPF/ESIC monthly subscriptions) shall be required to be deposited by the service providers in the account of outsource workers within a period of one month without further delay. The concerned office incharge / DDOs were also requested to ensure that the subscription of EPF/EDLI/ESIC is being deposited by the service providers for the preceding month in favor of the staff deployed by them, before making the payment of the bill submitted by them. The Officer-in-charge/DDOs were to cross check the deposit of the EPF/EDLI/ESIC by the Service Providers. It was also requested that

After discussion it is decided that all DDOs and service providers shall ensure that all statutory requirements are followed in a letter and spirit in future. All DDOs shall ensure that undertaking along with documentary proof of depositing EPF & ESIC monthly subscription in the individual account of outsourced worker should be obtained before clearing the pending bills of them. It shall also be ensure that EPF/ESIC monthly subscription shall be paid in the individual account of outsource worker regularly and salary of the previous month by the 7th of every month in future.

3. **Replacement/newly deployment on outsourced basis in the HPSEBL without the prior approval of the Competent Authority of the Board.**

It has come to the notice that field officers and service providers are replacing/deploying outsource worker at their own on account of resigning/leaving job without taking any prior approval of competent authority.

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All field officers has been directed by the HPSEB Ltd. that in event of vacancy arising out of any reason in respect of outsource worker and intend to engage fresh outsource worker are to be taken from the competent authority i.e. WTD and these instructions are to followed in letter and spirit.

4. **The payment of minimum wages to the workers:**

After discussion it has been decided that the DDOs/Service Providers were ensure that the staff deployed on outsource basis in various offices of HPSEB Ltd. they must get at least minimum wages prescribed by the Govt.

5. **Signing of Tripartite Agreement with regard to manpower on outsourced basis.**

It was discussed during the course of meeting that 100 No. manpower of security persons were engaged through M/S 1st Grade Security Services Pvt. Ltd to perform the security duty in different offices of HPSEB Ltd. and 107 No. manpower were also engaged for utilizing the

services of Bill distributors in Operation Circle, HPSEBL, Bilaspur through M/s Sky Light as per the following:-

Sr. No.	Name of office	No. of Persons
1	ED Bilaspur	35 No.
2	ED Ghumarwain	31 No.
3	ED Karsog	09 No.
4	ED Sundernagar	32 No.
	Total:	107 No.

The above Firms were not disbursing the monthly wages neither depositing the EPF/ESIC monthly subscription amount well in time as per instruction of GoHP to the persons deployed by the above service providers despite issuing many notices and HPSEBL cancelled the tenders / extensions given to these Vendors. Accordingly matter was taken up with the Managing Director, HP State Electronic Development Corporation for taking over the existing manpower being a state- wide Agency of GoHP for procurement of manpower/ services on outsourced basis. The above Corporation agreed and shifted the manpower.

The HPSEBL has requested the concerned field officers vide letter dated 1.8.2022 for signing of Tripartite Agreement which stands already conveyed to concerned offices vide this office letter dated 5.8.2022. It was also directed to lodge FIR against the defaulting Firms/Vendors. The compliance to these instructions is still awaited from field offices. All concerned Officer Incharge are again requested to take necessary action within 15 days and submit compliance report to the Head Quarter immediately.

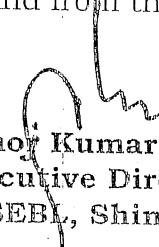
6. Regarding completion of special Audit report to non-deposition of EPF/ESIC amount by the Service providers.

It is observed that Chief Account Officer/Chief Auditor has not yet submitted complete special audit report with respect to non-deposition of EPF/ESIC monthly subscriptions amount by the

contractor even after completing of more than one and half years. In this regard, Chief Auditor has been directed to complete the Special Audit in next one month and submit a complete audit report on or before 31.10.2022.

In the end all concerned Officers/DDOs/ Service Providers has been requested to comply with the statutory provisions regarding EPF/ESIC monthly subscriptions and minimum wages to avoid any court proceeding in future. They must ensure that salary to the outsourced worker be paid on or before 7th of every month positively and EPF and ESIC monthly subscription be deposited in the individual account of outsource worker regularly without fail.

Meeting was ended with vote of thanks to and from the chair.


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

No.HPSEBL/Sectt./DDP/321-11(Out Sourced) /22-64099-319 Dated:- 17.9.22

Copy of Minutes of Meeting is forwarded to the followings for information and necessary action please.

1. The Managing Director, BVPCL, Jogindernagar.
2. All the Chief Engineers in HPSEBL. You are, therefore, requested to circulate the hard copy of Minutes of Meeting dated 29.8.2022 (copy enclosed) to all the Superintending Engineers/ DDOs under your Jurisdiction. The same is also available in the HPSEBL web site.
3. The Chief Accounts Officer/Chief Auditor HPSEBL, Shimla-4.
4. The Superintending Engineer (IT) Cell HPSEBL, Shimla for updating the HPSEBL website.
5. The Dy. Secretary(Genl) HPSEBL, Shimla.
6. All the Special /Sr. Private Secretaries to the Worthy Managing Director/Directors i.e (Pers.) /Civil /Operation /Tech./Executive Director (Pers.) in the Board's Secretariat HPSEBL.
7. Copy to All the service providers (**Regd.**) who have been awarded the work for deploying the manpower in HPSEBL as per over leaf list attached.


(C.S. Thakur)
Dy. Director (Pers.)
HPSEBL, Shimla-4.

List of Firms

1	M/S Saraswati Dot Com Block No. 24 3 rd Floor, STPI Building, SDA Complex Kasumpti, Shimla.	2	M/S Service Pvt. Ltd. Sector 1, First Floor, Himuda Comercial Complex, Baddi. Distt. Solan.
3	M/S Sky light Manpower & Hospitality Services Manpower & Hospitality Service Dera Parol, Tehsil Bhoranj, Distt. Hamirpur (HP).	4	M/S Him Productive Institute of Education Old SBI Building Ground Floor, New Aukland Hotel, Lakkar Bazar, Shimla.
5	M/S J.K Enterprises Opp. ICE Sketing Rink Lakkar Bazar, Shimla-1.	6	M/S Universal Training and Research Institute UTRI Complex-24, Third Laxmi Bhawan North Oak Sanjauli Shimla.
7	M/S First Grade Security Services Pvt. Ltd. Branch Office, Narayanni Market, Sandal Chakkar, Shimla	8	Shimla Cleanways Sabbu Niwas, Sector-2, New Shimla.
9	M/S Nuvision Commercial and Escort Asshirbaad Sadan Mehli, Shimla.	10	M/S Pankaj Contractor Sher Singh Vill. Sajun PO. Hanogi. Tehsil Balichowki, Distt. Mandi.
11	M/S Jabe Ram Vill. Nihlu PO. KotKhamradha, Tehsil Aut, Distt. Kullu.	12	M/S Suresh Kumar VPO. Kallar, Tehsil Nadaun. Distt. Hamirpur.
13	M/S HP Ex. Service Corporation Hamirpur Opposite Hamirpur Hotel, Sainik Bhawan Hamirpur-1	14	M/S H. S. Trader Vill. Chalounthi, PO. Sanjauli. Distt. Shimla.
15	M/S Megha Contractor Jitender Rana, VPO Charri, Thsil Shahpur, Distt. Kangra.	16	Sh. Partap Govt. Contractor Vill. Samogha, PO. Dighaie, Tehsil Sounni, Distt. Chamba.
17	M/S S. S. Enterprises Main Bazaar, Kangra	18	M/S Dharamshala Electricals Gurudwara Road Dharamshalla.
19	M/S Vigilant Hawks 186 Defence Colony PO Jandwal Tehsil & Distt. Pathankot.	20	R. R. Enterprises R. Rana Thakurdwara, Tehsil Palampur, Distt. Kangra.
21	M/S A B Enterprises Smt. Anjana Sharma, Block No.-6, 12A, HB Colony, Sanjauli-6	22	Sh. Kesar Singh Govt. Contractor Village & PO Killar, Tehsil Pangi, Distt. Chamba (HP).
23	Sh. Sher Singh Vill. Jholing, PO. Thiroat,	24	M/S Jagmohan Singh Service Provider VPO Charna, Tehsil Sangrah, Distt. Sirmour.
25	M/S Pawan Kumar Shed No. 9 Industrial Area Tahliwal, Distt. Una.	26	M/S Arun Sharma Enterprises Govt. Contractor Chet Ram, Meera Devi, Village Tikkar Road Rajgarh, PO & Tehsil Rajgarh, Main Bus Stand, Rajgarh, Distt. Sirmour.
27	M/S Kuldeep Kumar Sharma Dharampur, Distt. Mandi	28	K. L. Sharma Jawalamukhi M/S K. L. Sharma Vill. Bharat, PO Gangotri, Tehsil Jawalamukhi, Distt. Kangra.

29	M/S Ramesh Ramesh Kumar Dhalurua	30	M/S Electrical System Care New UCO Bank D/Shalla.
31	M/S Excel Trading Co., Gandhi Bhawan Complex, Ghandhi Chwok, Distt. Mandi Pin. 175001	32	M/S NIELIT Shimla Cedarwood Jakhu Raod, Shimla.
33	M/S Anuj Sharma & Sons Anuj Sharma, Vill., PO & Tehsil Rakkar, Distt. Una.	34	M/S Bhimasti Enterprises House No. 101, Housing Board, Colony, Phase-1, Saproon, Solan (HP).
35	M/S Baldev Singh Vill. Kayari, PO. Timbi , Tehsil Sliyai, Distt. Sirmour.	36	M/S V. Eagle Security Services Navdeep Building, 1 st Floor, Near Auckland Hotel, Lakkar Bazaar, Shimla.
37	Baldev Ram Village Luj Trikri PO Luj Distt Chamba	38	M/S North Vally Power Solution Ltd. VPO. Gohar, Tehsil Chechyot, Distt. Mandi
39	M/S Kedar Nath Vill. Malihat, PO. Killar, Tehsil Pangi, Distt. Chamba.	40	Shyam Lal Sahotha S.M. Manpower service Pvt. Ltd. Joginder Nagar, HO Sahota Niwas, Ward No. 7, uper J/N Distt. Mandi
41	M/S Chint Ram VPO. Khurhal, Tehsil, Sunder Nagar, Distt. Mandi.	42	M/S Rakesh Kumar Govt. Contractor Vill. Ser. PO. Mahal Tehsil Bhoranj Distt. Hamirpur.
43	M/S Rohit Rana Govt. Contractor Vill. Lehtach, PO. Shikwari, Tehsil Thunag, Distt. Mandi	44	M/S Rainbow Hemant Lodge Mashobra, Tehsil & Distt. Shimla.
45	Sky Life Manpower and Hospitality		


(C.S. Thakur)
Dy. Director (Pers.)
HPSEBL, Vidyut Bhawan,
Shimla-4.