

**HIMACHAL PRADESH
PUBLIC WORKS DEPARTMENT**

OFFICE ORDER

On the recommendations of the Special Selection Committee of Persons with Benchmark disabilities and vide this office letter No. PWE/74-17/Disable Person/Resv/ES-I-24936 dated 05.02.2025 the following Candidates are hereby offered appointment as Junior Office Assistant (IT) (Class-III) purely on contract basis initially for a period of one year, in the fixed emoluments of Rs. 12360/- P.M (i.e. equal to 60 Per Cent of the first Cell of Level 4 of the pay Matrix) as per Rule 3 (j) of the Himachal Pradesh Civil Services (Revised Pay) Rules, 2022 subject to the conditions that the joining shall be considered on or after issuance of this office order (up to one month including Joining Time) in the public interest, on the following terms & conditions: -

Sr. No	Name & Address of the Candidates	Disability	Place of Posting
1	Sh. Abhinay Kumar S/o Sh. Ram Lal R/o Village Khanot, P.O. Barin, Tehsil Baldwara, Distt. Mandi HP-175033.	Blind & low Vision	O/o Executive Engineer, HPPWD, Sharkaghat Division.
2	Miss Priya D/o Sh. Prem Singh R/o Village Kurgu, P.O. Shaha Dhar, Tehsil Rampur Bushair, Distt. Shimla HP-172102.		O/o Executive Engineer, HPPWD, Division Rampur.
3	Miss Shagun Chauhan D/o Sh. Mohan Singh Chauhan R/o Village kandal P.O. Tikkari Tehsil Chopal, Distt. Shimla HP-171210		O/o Executive Engineer, HPPWD, Division Chopal.

1. They will be paid a fixed contractual amount @ Rs. 12,360/- (Rupees Twelve Thousand Three Hundred Sixty) only 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.
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 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 Zonal 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, GPF Rules, Pension Rules & Conduct Rules, etc. as are applicable in case of regular employees will not be applicable in his/her case.

8. No travelling allowance will be paid to them for joining duties in respective 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 incumbents 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 shall be imparted necessary basic training including computer training course by the department concerned through Composite Regional Centre (CRC), Sundernagar or national Institute for the Visually Handicapped (NIVH), Dheradun or Composite Training Center (CTC), Ludhiana. They shall have to complete the above training for which three chances will be afforded. If the incumbent fails to qualify the same his/her services shall be terminated.**

(Before accepting the joining of above-mentioned candidates their credentials, genuineness of the certificates/diploma and recognition of institution issuing certificates/Diploma etc. may be verified as per R&P Rules of JOA (I.T) under intimation to this office.)

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 within stipulated time period (i.e.1 month) positively. They are further directed to execute the enclosed Contract Agreement and affidavit as stipulated in conditions No.9 above on the stamp paper of ₹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 (copy enclosed), 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 is given by the candidates in self-declaration, the provisional appointment will be cancelled forthwith and criminal legal action will be taken as a consequence.

(Er. Narinder Pal Singh)
Engineer-in-Chief,
HPPWD Shimla-2.

Through Registered Post.

1	Sh. Abhinay Kumar S/o Sh. Ram Lal R/o Village Khanot, P.O. Barin, Tehsil Baldwara, Distt. Mandi HP-175033.
2	Miss Priya D/o Sh. Prem singh R/o Village Kurgu, P.O. Shaha Dhar, Tehsil Rampur Bushair, Distt. Shimla HP-172102.
3	Mis Shagun Chauhan D/o Sh. Mohan Singh Chauhan R/o Village kandal P.O. Tikkari Tehsil Chopal, Distt. Shimla HP-171210

No.PWE-82-1-Apptt.(Recruitment)ES-I-2024- 25100-109 Dated:- 07-02-2025

Copy for information and further necessary action to following:-

1. The Additional Chief Secretary (PW) to the Govt. of HP. Shimla-02.
2. The Director, ESOMSA Shimla-09
3. The Director, Labour & Employment Exchange (PH) to the Govt. of HP, Shimla-02.
4. All the Chief Engineers in HPPWD.
5. The Superintending Engineers/ Executive Engineers concerned in HPPWD.
6. The Executive Engineer (IT) in this office with the directions to upload the same on Departmental website.

Registrar,
HPPWD Shimla-2.

