

HIMACHAL PRADESH  
PUBLIC WORKS DEPARTMENT

No.PWE-119-1-JDM-contract basis/ESI- 8794-8893, Dated: - 24/8/17.


To

All the Chief Engineers  
All the Superintending Engineers,  
In HP.PWD.


Subject: - Regularization of contract appointees in the Government  
Departments-Instructions thereof.

This is with reference to the Principal Secretary (Personnel)  
to the Government of Himachal Pradesh office letter No.PER(AP)C-B(2)-2/2015-L  
dated 04.05.2017 on the subject cited above.

In this regard, you are directed to collect and compile the  
documents from the Executive Engineers under your control in respect of Junior  
Draughtsman who have completed three years of service on contract basis as on  
30.09.2017 on the proforma-A attached along-with the required documents and  
forward the same to this office on the proforma-B enclosed herewith in  
consolidated form positively.

  
Engineer-in-Chief,  
HP.PWD., Shimla-2

Copy to the all Executive Engineer, in HPPWD with the  
directions to send the regularization case of the contractual Junior Draughtsman  
those who have completed three years service as on 30.09.2017 on the  
proforma-A along-with the documents required to the concerned Superintending  
Engineer.

  
Engineer-in-Chief,  
HP.PWD., Shimla-2



**Annexure-A**

**SUBMISSION OF PARTICULARS IN R/O CONTRACT JUNIOR DRAUGHTSMAN FOR REGULARIZATION AS JUNIOR DRAUGHTSMAN.**

1	Name of Contract Junior Draughtsman			IP No.
				PMIS No.
2	Father's Name			
3	Address of Present place of posting with contract No.	Phone No.with STD Code or Mob. No. of CE/SE/EE		
4	Name of Circle/Divn. where joined. Also mention Distt. ,Mob.No./Phone No. of the Circle /Divn.	Phone No.with STD Code or Mob. No. of CE/SE/EE		
5	Permanent Address of the official.			
6	Date of Birth		Male/Female	
7	Date of Joining		Appointment order No. & date (Also attach the copy of same)	
8	Category (Gen /SC/ST/OBC) Attach copy in case of SC/ST/OBC			
9	Detail of un-authorized absence period, if any till date for which salary not drawn.			
	From (Date)	To (Date)	No of days	Reason of un-authorized absence
10	Total length of service as on date after excluding the period as mentioned in column			



	No.9					
11	Educational Qualification (Please attach copy of relevant certificates):-					
	Qualification	Name of Uni./Board	Year of Passing	Total Marks	Marks Obtained	Percentage
	Matric					
	Technical Qualification Certificates, if any.					

Signature of Contract JDM

Name \_\_\_\_\_

1. It is certified that Sh./Smt./Miss.....is working as contract Junior Draughtsman in.....subject who was initially appointed as such vide E-in-C order No.....Dated ..... (Copy attached).
2. His/her work and conduct is .....during the period w.e.f. ....till date.
3. Certified that the information as mentioned above is correct as per the relevant record.

Signature of Controlling Officer

(Name of signing officer.....)

### Annexure-B

### LIST OF CONTRACT JUNIOR DRAUGHTSMAN

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