

**HIMACHAL PRADESH
PUBLIC WORKS DEPARTMENT**

File No.:PBW-B020(40)/4/2025-ESTT.-III-Dated:- 05-01-26

“OFFICE ORDER”

Pursuant to the approval conveyed by the Govt. and further on the recommendations of Special Departmental Selection Committee, the following specially-abled candidate(s) is hereby engaged as Trainee, Junior Engineer(Mech.) in HPPWD on consolidated fixed amount of Rs.23100/- and posted at stations as mentioned below against each:-

S.No	Name (S/Sh./Smt./Ms.)	Date of Birth	Category	Place of Posting.
Trainee, Junior Engineer(Mech.)				
1.	Ms.Tanuja D/o Sh.T.C.Mehra R/o Village Merha, VPO-Bhawarna, Tehsil- Palampur, District-Kangra, HP-176083.	27.04.80	Low Vision	Mech.Divn. Dharamshala (S/D Palampur)

He/she has to produce all original educational / technical qualification certificates as well as certificate of reserve category/ Sub category, if any, before controlling officer. The concerned controlling officer shall verify recognition & genuineness of same from issuing authorities and entry to this effect be recorded in the service record.

Terms and conditions:-

1. The candidates shall be engaged as Trainee Junior Engineer(Mech.).
2. The candidate engaged as Trainee shall sign an agreement as per **Annexure-A** attached with order.
3. The regularization of the incumbents engaged as Trainees will be governed by the instructions issued in this regard by the Government, after completion of training.
4. The Trainee, Junior Engineer(Mech.) will be paid consolidated fixed amount Rs. 23100/- P.M (which shall be 60% of revised Pay Rules-2022 in the Pay Band-3, Cell-1 of Level-11).
5. The candidates engaged as Trainee shall not be entitled for the service benefits as are admissible to Government employees on regular basis.
6. The service of the Trainee will be governed on the basis of agreement (Annexure-A). The engagement is liable to be terminated in case the performance/conduct of the Trainee is not found to be satisfactory. In case, the Trainee is not satisfied with the termination orders served by the Engaging Authority, he/she may prefer an appeal before the

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

7. The Trainee engaged will be entitled for one day's casual leave after putting in one month's service, 10 days' medical leave and 5 days' special leave, in a calendar year. A female Trainee engaged with less than two surviving children, may be granted maternity leave for 180 days'. A female Trainee engaged 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 Trainee engaged shall not be entitled for medical re-imburement, LTC etc. No leave of any other kind, except above, will be admissible to the Trainee. Un-availed casual leave, medical leave and special leave can be accumulated up-to the calendar year and will not be carried forward for the next calendar year.
8. Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the Trainee. However, in exceptional cases, where the circumstances for un-authorized 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 in this regard well in time. However, the Trainee shall not be entitled for any remuneration for this period of absence from duty.
Provided that he/she shall submit the certificate of illness/ fitness in support of his/her illness, issued by the Medical Officer, as per prevailing instructions of the Government.
9. Selected candidate will have to submit a certificate of his/her fitness issued by a Medical Board in case the post for which he is being given training is a Gazetted post and by Government Medical Practitioner in case the said post is a Non-Gazetted. In case of women candidates who are to be engaged for training to carry out hazardous nature of duties as a result of tests is found to be pregnant of 12 weeks' standing or more shall be declared temporarily unfit and her engagement 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 engaged.
10. Trainee will be entitled to TA/DA if required to go on tour in connection with his/her training duties at the same rate as applicable to regular counterpart official at the minimum of pay scale.
11. Provisions of service rules like FRSR, Leave Rules, GPF Rules, Pension Rules and Conduct rules etc. as are applicable in case of regular employees will not be applicable in case of a Trainee. The Employees Group Insurance Scheme as well as EPF/GPF will also not be applicable to a Trainee.

If, the offer of engagement on the above terms and conditions is acceptable to the above named candidates, they may report for duty in respective place of posting, within one month positively from

the issuance of this office order failing which offer will be considered as deemed withdrawn.

The engagement as Trainee Junior Engineer(Mech.) 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 Trainee Junior Engineer(Mech.) 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 engagement as Trainee Junior Engineer(Mech.) will be cancelled forthwith and criminal legal action will be taken as a consequence.

Signed by
Narinder Pal Singh
Date: 03-01-2026 13:25:30

**(Er. N.P. Singh
Engineer-in-Chief,
HPPWD., Shimla-2.**

Endos.No.as above, Shimla-2, Dated:- 03-01-26
Copy is forwarded to the following for information & necessary action:-

1. The Principal Secretary(PW) to the Govt. of HP Shimla-2.
2. The Secretary(SJ&E) to the Govt. of HP Shimla-2.
3. The Director ,Empowerment SC-OBC-Minorities/ Specially abled Person Shimla-9.
4. The Labour Commisisoner-cum-Director, Special Employment Exchange Cell Shimla.
5. All the Chief Engineers in HPPWD
6. All the Superintending Engineers in HPPWD.
7. All the Executive Engineers in HPPWD
8. The Executive Engineer, IT, HPPWD Shimla-2 to upload the order on official website.
9. Above named candidate (registered).
10. The Supdt.Gr.I ESI w.r.t. U.O.No.6179 dated 15.12.25.
11. Guard file.

Signed by
Som Bhardwaj
Date: 03-01-2026 17:33:55

**(Som Bhardwaj)
Registrar,
HPPWD., Shimla-2.**

Annexure-A

**Form of agreement to be executed between the Trainee
(Name) and the Government of Himachal Pradesh through
..... (Designation of the Appointing Authority).**

This agreement is made on this _____ day of _____ in the year _____ between Sh./Smt. _____ S/o/D/o Shri R/o Trainee (hereinafter called the FIRST PARTY), AND The Governor of Himachal Pradesh through _____ (Designation of the Appointing Authority) Himachal Pradesh (here-in-after referred to as the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY as a Trainee (name of the post) and the FIRST PARTY has agreed to the same, on the following terms and conditions:-

1. That the FIRST PARTY shall remain on job training under SECOND PARTY as a Trainee (Name of the post) for a period of two years commencing on day of _____ and ending on the day of _____.
2. That the Trainee..... (Name of the post) will be paid consolidated fixed amount @ ₹...../- P.M (which shall be 60% of the first cell of the applicable level of pay matrix of the corresponding cadre).
3. That the engagement of FIRST PARTY will be purely on temporary basis. The engagement is liable to be terminated in case the performance/conduct of the Trainee is not found satisfactory.
4. That the Trainee engaged will be entitled for one day's casual leave after putting in one month's service, 10 days' medical leave and 5 days' special leave, in a calendar year. A female Trainee engaged with less than two surviving children, may be granted maternity leave for 180 days'. A female Trainee engaged 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 authorised Government Medical Officer. A Trainee engaged shall not be entitled for medical re-imburement, LTC etc. No leave of any other kind, except above, will be admissible to the Trainee.

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

5. That the unauthorised absence from the training without the approval of the Controlling Officer shall automatically lead to the termination of the Trainee. However, in exceptional cases, where the circumstances for un-authorized absence from duty were beyond his/her control on medical grounds, such period shall not be excluded while considering his/her case for regularisation after completion of training but the incumbent shall have to intimate the controlling authority in this regard well in time. However, the Trainee shall not be entitled for any remuneration for this period of absence from duty.

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

6. That the selected candidate will have to submit a certificate of his/her fitness issued by a Medical Board in case the post for which he is being given training is a Gazetted post and by Government Medical Practitioner in case the said post is a Non-Gazetted. In case of women candidates who are to be engaged for training to carry out hazardous nature of duties, as a result of tests is found to be pregnant of 12 weeks' standing or more shall be declared temporarily unfit and her engagement 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 engaged.

7. That the Trainee will be entitled to TA/DA if required to go on tour in connection with his/her training duties at the same rate as applicable to regular counterpart official at the minimum of pay scale.
8. That the provisions of service rules like FRSR, Leave Rules, GPF Rules, Pension Rules and Conduct rules etc. as are applicable in case of regular employees will not be applicable in case of a Trainee. The Employees Group Insurance Scheme as well as EPF/GPF will also not be applicable to a Trainee.
9. That the FIRST PARTY understands and agrees that on account of the said engagement, he/she shall not be entitled for any service benefits as are admissible to the Government employees on regular basis and he/she shall not claim the same. He/she may be considered for regular appointment only after successful completion of the training as per the instructions of the Government.

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. _____

(Name and Full Address)

(Signature of the FIRST PARTY)

2. _____

(Name and Full Address)

(Signature of the SECOND PARTY)
