

(1)
NO. EDN-A-Kha (15)-12/2016.
Government of Himachal Pradesh
Department of Higher Education

From

The Principal Secretary (Education) to the
Government of Himachal Pradesh

To

Director of Higher Education,
Himachal Pradesh-171001.

Dated, Shimla-2 the 28th March, 2017.

Subject:

Appointment of a contract employee and maintenance of service
record thereof.

Sir,

I am directed to invite your kind attention to letter No. PER
(AP)-C-B (2)-2/2015-L dated 09.07.2017 addressed to all Administrative
Secretaries to the Govt. of H.P/all Divisional Commissioners in H.P/all
HODs/others, received from Under Secretary (Personnel) to the Govt. of H.P,
on the subject cited above and to request you to take further necessary action
in the matter accordingly.

Yours faithfully,

Naresh

Joint Secretary (Hr. Edu.) to the,
Government of Himachal Pradesh.

Endst No. As above. Dated: Shimla the March, 2017.

Copy to:

1. The Under Secretary (Personnel) to the Govt. of H.P w.r.t. his letter
referred to above.
2. Guard file.

(Naresh Thakur)

Joint Secretary (Hr. Edu.) to the,
Government of Himachal Pradesh.
Email-nthakur_78@yahoo co.in
Ph. No.0177-2628501.

73432.
22 MAR 2017

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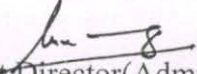
**Directorate of Higher Education
Himachal Pradesh**

शिक्षा निदेशालय उच्चतर वि०

03 APR 2017

Endst. No. No. EDN-HE(1)B(15)-1/2010-Imp. Instt. Dated Shimla-171001 the 28/3/2017
Copy for information and further necessary action is forwarded to :-

1. The Principal Secretary (Education) to the Govt. of H.P. w.r.t. letter No.EDN-A-Kha(15)-12/2016 Dated 21/03/2017 for information please.
2. The Addl. Director of Hr. Education (S), H.P.
3. The Joint Director of Hr. Education (Admn. C-I , C-II), H.P.
4. The Joint Controller (F&A), Dte. of Hr. Education, H.P.
5. The DDO, Directorate of Higher Education, H.P.
6. The PS to the Director of Higher Education, H.P.
7. All the Branch Officer/ Superintendents, Directorate of Higher Education, H.P. with the remarks that to take further necessary action in the matter accordingly.
8. All the Deputy Directors of Hr. Education, H.P. with the remarks that same letter be circulated to all offices / institutions situated in your district for compliance.
9. All the Principal Govt Degree Colleges /Govt. Sanskrit Colleges in Himchal Pradesh with the remarks that to take further necessary action in the matter accordingly.
10. The Chief Librarian, Center State Library Solan.
11. The Group Commander, GP HQ, Shimla -4.
12. The Chief Librarian, Center State Library Solan.
13. All the District Libraries in the H.P.
14. All the NCC units in the Pradesh.
15. *The Incharge Computer Cell, Dte. of Hr. Education, H.P with the remarks to upload the said orders on the deptt. Website*
16. Guard File.


Joint Director(Admn.)
Directorate of Higher Education

(13) (12) IT Cell
~~Phy Branch.~~

3

No. PER (AP)-C-B (2)-2/2015-L
Government of Himachal Pradesh
Department of Personnel (AP-III)

Dated: Shimla-171002, the 9th March, 2017.

From

The Addl. Chief Secretary (Personnel) to the
Government of Himachal Pradesh.

To

1. All the Administrative Secretaries to the Govt. of H.P.
2. All Divisional Commissioners in Himachal Pradesh.
3. All Heads of Departments in Himachal Pradesh.
4. All Deputy Commissioners in Himachal Pradesh.

Subject: - Appointment of a contract employee and maintenance of service record thereof.

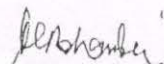
Sir,

I am directed to refer to the subject cited above and to say that the service conditions of contractual employees are regulated in accordance with the provisions of Column 15-A of the respective Recruitment & Promotion Rules of the post and agreement executed between employer and the employee. The issue whether "Service Book" of a contract appointee is to be maintained or not was engaging attention of the Government.

2. The Himachal Pradesh Financial Rules and Supplementary Rules mandate for maintaining "Service Book" of an employee and these Rules are not applicable in the case of contract appointees. However, it has been considered desirable to maintain the service book of a contract appointee by the Appointing/Controlling Authority which may facilitate upkeep of his/her service record.

3. These instructions may be brought to the notice of all concerned for compliance.

Yours faithfully,


(Om Prakash Bhandari)
Under Secretary (Personnel) to the
Government of Himachal Pradesh
Telephone No. 0177-2628499.

Contd...P/2.

Dr. G.N. Sharma
22/3

Endst. No. PER (AP) C-B (2)-2/2015-L Dated: Shimla-2, 9Th March, 2017

Copy forwarded to the following:-

1. The Joint Secretary (Finance-Regulation) to the Government of Himachal Pradesh.
2. All the Section Officers in H.P. Secretariat, Shimla-171002 for necessary action.
3. Copy to Guard file (100 spare copies).

Om Prakash Bhandri
(Om Prakash Bhandri)

Under Secretary (Personnel) to the
Government of Himachal Pradesh
Telephone No. 0177-2628499