

No. Per (AP. B) A (8) -1/2015
Government of Himachal Pradesh
Department of Personnel
Appointment-II

1616465
24/6/16

Dated Shimla-171 002, 21st June, 2016

From

Chief Secretary to the
Government of Himachal Pradesh

To

1. All the Administrative Secretary to the Government of Himachal Pradesh
2. All the Heads of Departments, in H. P.
3. All the Divisional Commissioners in H. P.
4. All Deputy Commissioner in H. P.
5. All the Managing Directors/Secretaries/ Registrars in Boards / Corporations / Government Universities/ Autonomous Bodies in H. P.

Subject: Regarding evaluation of performance and accountability of senior officers.

Sir,

I am directed to invite your attention to the subject cited above and to say that the matter to devise a mechanism for the evaluation of performance and accountability of senior officers once in three months was under consideration of the State Government and it has been decided that the Department-wise and District-wise Committees may be constituted for the

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purpose. The constitution and terms & reference of the above Committees are as under:

1. Department-wise State Level Committees:

i)	Chief Secretary	Chairperson
ii)	ACS/Pr. Secy./Secy. Of the concerned department	Member
iii)	ACS/Pr. Secy./Secy. (Finance)	Member
iv)	ACS/Pr. Secy./Secy. (Personnel)	Member
v)	Concerned HOD	Member
vi)	Director Public Relations, H. P.	Member
vii)	Principal Advisor-cum- Pr. Secretary to Chief Minister	Special Invite
viii)	Secretary (AR)	Member Secretary

Terms and Reference :

- The meetings of the committee will held on quarterly basis.
- The committee may devise its own mechanism for holding review of the performance of the concerned ACS/Pr. Secretary/Secretary and the HOD.
- The targets and achievements as per the PAR of the concerned officer may also be taken into consideration during evaluation.
- Implementation of CM' s announcements including Budget Speech will be one of the major benchmarks.
- Organisational Reforms.
- Innovative projects/schemes and special initiatives are required to be highlighted.
- Provision of public services, modernization & computerization
- Budgetary provisions and utilization thereof may also be a milestone. Centrally sponsored Scheme, Externally Aided & PPP projects may be targeted.
- Updation of R&P Rules, seniority lists and conduct of DPC' s.

- Disposal of pending court cases and settlement of audit paras may also be taken into consideration.
- Implementation of decisions taken in JCC meetings.

2. District-wise Committees:

i)	ACS/Pr. Secy./Secy. incharge	Chairperson
ii)	Deputy Commissioner	Member
iii)	Superintendent of Police	Member
iv)	All District level heads of offices	Member
v)	Concerned Divisional Commissioner/IGP	Special Invitee
vi)	AC to DC	Member Secretary

Terms and Reference :

1. The committee shall meet quarterly.
2. The committee may hold review on the following points:
 - i) Targets and achievements.
 - ii) Development programmes/projects/schemes, Centrally Sponsored Schemes, Externally Aided and PPP projects.
 - iii) Implementation of CM' s announcements including Budget Speech.
 - iv) Settlement of audit paras.
 - v) Disposal of court cases.
 - vi) Redressal of public grievances, particularly through e-Samadhan.
 - vii) Public service delivery mechanism, modernization and computerization.
 - vii) Weeding out of old record and disposal of unserviceable articles.
 - viii) Innovations and special initiatives.

- ix) Holding of periodic JCC meetings and implementation of decisions taken therein.
x) Land transfer/acquisition matters.

It is, therefore, requested that immediate necessary action in this behalf may be taken by all concerned. Any laxity in this regard is to be seriously viewed by the Government.

Yours faithfully,


21/6/16
(Amarjeet Singh)

Special Secretary (Personnel) to the
Government of Himachal Pradesh
Tel No. 0177 - 2622132



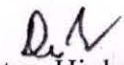
Directorate of Hr. Education
Himachal Pradesh

Endst. No. EDN-H(1)B(15)1/2009- Imp. Instt. Dated Shimla - 171001 the
Copy for information and further necessary action is forwarded to :-

18/7/2016

1. The Chief Secretary to the Govt. of H.P. w.r.t.. Per (AP.B) A (8)-1/2015 dated 21.07.2016 information please.
2. The Additional Director of Hr. Education (Adm.), H.P.
3. The Additional Director of Hr. Education (C), H.P.
4. The Additional Director of Hr. Education (S), H.P.
5. The Joint Director of Hr. Education, C-I / C-II, H.P.
6. The Joint Controller (F&A), Dte. of Hr. Education, H.P.
7. The OSD(C) / OSD(Skt.) Directorate of Hr. Education, H.P.
8. All the Principals of Govt. Degree/PGT Colleges / GCTE Dharamshala & Skt. in the H.P.
9. All Deputy Directors / Assistant Directors, Dte. of Hr. Education, H.P.
10. All the Deputy Directors of Hr. Education, H.P. with the remarks that same letter be circulated to offices / institutions situated in your district.
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 PS to the Director of Higher Education, H.P.
16. **The Incharge Computer Cell, Dte. of Hr. Education, H.P with the remarks to upload the orders on the deptt. Website**
17. DDO Directorate of Hr. Education, H.P.
18. All the Superintendents in the Directorate of Hr. Education, H.P.
19. Guard File.

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Director Higher Education
Himachal Pradesh

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