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No. EDN-HE(1) B(15)1/2009 Imp.Instt.-2019
Directorate of Higher Education
Himachal Pradesh

Dated Shimla- 171001 the, _____

To

1. All the Principals, Govt. Degree Colleges,
Himachal Pradesh
2. All the Deputy Directors of Hr. Education,
Himachal Pradesh
3. All the Principals, Govt. Sr. Sec. Schools/ Head Masters Govt. High
Schools / Commander NCC Group Head quarter & all units/ Librarian C.S.L.
Solan & all Distt. Libraries in H.P.

**Subject: Instructions regarding reservation in Himachal Bhawan, Chandigarh and
in Peterhof, Shimla.**

Sir/Madam,

Your attention is invited towards Office memorandum No. GAD (D)1-1/2014 dated 10.10.2019 received from the Secretary (GAD) to the Govt. of Himachal Pradesh, addressed to all the HODs, to the Govt. of Himachal Pradesh, Shimla-1, on the subject cited above (copy enclosed) to take for further necessary action in the matter accordingly.

Encls: As above

— *Sd* —

(Dr. Sonia Thakur, HAS)
Addl. Director Hr. Education (Admn.)
Himachal Pradesh

e.mail:dhe-sml-hp@gov.in 0177-2658052

Endst. No. Even Dated Shimla-171001, the _____

Copy to:-

1. The Secretary (GAD) to the Govt. of Himachal Pradesh w. r. t. your letter No. GAD (D)1-1/2014 dated 10.10.2019 for information please.
2. All the Branch Officer / Superintendent, Establishment, Directorate of Higher Education H.P. with the remarks that to take further necessary action in the matter accordingly.
3. The DDO / Supdt. Cash Cell, Directorate of Higher Education, HP Shimla-1.
4. **The Incharge Computer Cell, Dte. of Hr. Education, H.P with the remarks to upload the said orders on the deptt. Website.**
5. Guard File.

शिक्षा निदेशालय उच्चतर शिक्षा
शिमला

29 NOV 2019

— *w* —
Addl. Director Hr. Education (Admn.)
Himachal Pradesh

No.GAD (D)1-1/2014
Government of Himachal Pradesh
General Administration Department
(Section-D)

From

The Secretary (GAD) to the
Government of Himachal Pradesh.

To

1. The General Manager, Himachal Bhawan,
27-Sikandra Road, New Delhi.
2. The General Manager, Himachal Sadan,
18-Sardar Patel Marg, Chanakyapuri, New Delhi.
3. The Assistant General Manager,
Himachal Bhawan, Chandigarh,
Madhya Marg Sector-28, Chandigarh.
4. The Dy. Manager,
Peterhoff H.P. State Guest House
Shimla-171004.

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Dated Shimla-2, the 10/10/2019

Subject:-

Instructions regarding reservation in Himachal Bhawan/Himachal Sadan, New Delhi, Himachal Bhawan, Chandigarh and in Peterhof, Shimla.

Sh. G.N. Sharma Sir,

22/10/2019

In continuation to this Department letter of even number dated 12th June 2018, on the subject cited above, I am directed to say that instructions issued by this Department vide letter under reference (copy enclosed), regarding reservation in Himachal Bhawan and Himachal Sadan, New Delhi and in Himachal Bhawan, Chandigarh are not being adhered to, as a result of which the accommodation in these Bhawans/Sadan is not being utilized properly.

It has also been indicated in audit objection raised by Sr. Audit Officer (C) HP AG that some VIP guests /visitors stayed in Himachal Bhawan/Sadan, New Delhi without signing the Visitor Book & without producing Identity Card and some persons stayed in these Bhawans/Sadan on permits issued in favour of others, as proxy. This not only threatens the security of these Bhawans/Sadan but is also against

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the guidelines of Delhi Police. The visitor register is not being signed by the visitors which poses a security threat in these Bhawans/Sadan.

It is imperative that the visitor register is signed by all visitors before checking in. The entry in visitor register should be made by name with full address/Mobile number mentioning the purpose of visit & category of tariff and copy of Identity Card (i.e. Adhaar Card or Driving license or any other ID proof) of visitor is to be retained in Office record. The detail of ID be entered in the visitor register.

Therefore, in order to provide better and proper services of accommodation and to ensure proper security check in these Bhawans/Sadan, these instructions are hereby reiterated for strict compliance, by HPTDC and by all visitors who stay in the above mentioned Bhawans/Sadan.

Yours faithfully,

(Manoj Tomar)

Manoj Tomar
Addl. Secretary (GAD) to the
Government of Himachal Pradesh
2019

Endst. No. as above, Dated Shimla-2, the
Copy for information and necessary action to :-

1. All ACSs/Principal Secretaries/Secretaries/Special Secretaries/Addl. Secretaries/ Joint Secretaries / Deputy Secretaries / Under Secretaries to the Govt. of H.P
2. The Registrar General, H.P. High Court, Shimla.
3. The Accountant General, Himachal Pradesh, Shimla.
4. All Chairmen/Managing Directors of Boards/ Corporations in Himachal Pradesh.
5. All Heads of Departments in Himachal Pradesh.
6. All Deputy Commissioners in H.P.
7. The Registrar, H.P. University, Shimla-5/ Agriculture University, Palampur/Dr. Y.S. Parmar University of Horticulture & Forestry, Nauni, Solan.
8. The P.S. to Secretary to Governor, H.P. Shimla-2.
9. The Pr. P.S. to Hon'ble Chief Minister.
10. The Private Secretaries to all Ministers, H.P.
11. The P.S. to Secretary (Lokayukta), H.P. Shimla.
12. The P.S. to Secretary, H.P. Vidhan Sabha, Shimla-4.

(Manoj Tomar)

Manoj Tomar
Addl. Secretary (GAD) to the
Govt. of Himachal Pradesh.