

Government of Himachal Pradesh  
Department of Panchayati Raj.

**No.PCH-HB(2)1/76-III-I/488396/2024 Shimla 171009 25-09-2024**

**" OFFICE ORDER "**

On the recommendations of Himachal Pradesh Rajya Chayan Aayog, the following candidates are hereby offered appointment to the post of Junior Office Assistant (IT) purely on Contract basis, initially for a period of one year, in Panchayati Raj Department on fixed contractual amount of ₹12,360/- per month, in level-4 (₹20,600-65,500) of the pay matrix, as per Rule 3(j) of the H.P Civil Services (Revised Pay) Rules, 2022 subject to the conditions that the joining shall be considered within 15 days from the date of issuance of these orders, in the public interest, on the following terms & conditions:-

S. N.	Name & Address of the Candidates Sh/Smt.	Roll No.	Category	Place of posting
1	Om Prakash S/o Kishori Lal, Vill. Behnota, P.O. Lesiwin, Tehsil Churah, District Chamba H.P -176321	817158429	Gen (UR)	Distt. Panchayat Office, Chamba
2	Ankur Thakur S/o Ram Swaroop Thakur, Swaroop Sadan near SVM Primary School Vikas Nagar, Shimla, HP-171009	817161942	Gen (UR)	Directorate of Panchayati Raj, Shimla-9
3	Pankaj Sandhu S/o Sh. Bhupinder Singh, VPO Nandpur Bhatoli, Tehsil-Dehra Distt. Kangra, HP-176033	817056135	Gen (UR)	District Panchayat Office, Una
4	Kapil Thakur S/o Sh. Sudershan Singh Thakur, Vill. Jagnah, PO Alathu, Tehsil & Distt. Mandi, HP-171001	817160990	Gen (UR)	District Panchayat Office, Kinnaur at Reckong Peo
5	Pramodh Singh S/o Sh. Sher Singh Vill. Manjwar PO Jalpehar, Tehsil Joginder Nagar, Distt. Mandi, HP-	817104204	Gen (UR)	District Panchayat Office, Lahaul Sapiti at Keylong
6	Yogesh Rana S/o Sh. Shambhu Rana, Village Kamand, PO Bhuthi, Distt. Kullu, HP-175102	817087448	Gen (BPL)	Directorate of Panchayati Raj, Shimla-9
7	Manoj Kumar S/o Sh. Ram Bhaj, Vill. Kamnari, Gahal (153), Tehsil Haripur Dhar, Distt. Sirmaur, HP-173023	817198756	SC (UR)	District Panchayat Office, Shimla
8	Harvinder Singh S/o Sh. Ramesh, Village Kunda PO Sidhot, Tehsil Churah, Distt. Chamba, HP -176321	817016612	Gen (EWS)	Directorate of Panchayati Raj, Shimla-9
9	Atul Kumar S/o Ashok Kumar, VPO Gheta Ghata (105) Distt. Kangra, HP-176204	817082141	SC (UR)	District Panchayat Office, Solan

10	Pankaj Kamal S/o Vinod Kumar, Village Amroh, PO Amroh, Tehsil Bhoranj Amroh (49/14), Distt. Hamirpur, HP-177024	817040907	SC (UR)	Directorate of Panchayati Raj
11	Sushma Sharma D/o Raju Ram, Village Shankholi PO Kharkahan Tehsil. Shillai Distt. Sirmour, HP-173027	817183384	OBC (UR)	District Panchayat Office, Sirmour
12	Kavita D/o Sh. Beant Singh, VPO Gahlian, Tehsil & Distt. Kangra, HP-176029	817062104	OBC (UR)	District Panchayat Office, Bilaspur
13	Kartik S/o Ram Lal, Vill Badog PO Dudar Tehsil Sadar Distt. Mandi, HP-175001	817104745	SC (BPL)	District Panchayat Office, Kullu
14	Rajneesh Kumar S/o Suresh Kumar, Village Dugahan PO Paniali Tehsil. Dheera Distt. Kangra, HP-176101	817077462	OBC (BPL)	Directorate of Panchayati Raj, Shimla-9

1. They will be paid a fixed contractual amount @ ₹12360/ per month.
2. The Service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory. In case the contract appointee is not satisfied with the termination orders issued by the Appointing Authority, he/she may prefer an appeal before the Appellate Authority who shall be higher in rank to the Appointing Authority, within a period of 45 days, from the date on which a copy of termination orders is delivered.
3. They will be entitled for one day's casual leave after putting in one month service. A female contract appointee with less than two surviving children may be granted maternity leave for 180 days. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of 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 Officers. However, he/she will also be entitled for 10 days Medical Leave and 05 days Special Leave. He/she shall not be entitled for Medical reimbursement and LTC, etc. No leave of any kind except above is admissible to him/her.
4. Unauthorized absence from duties without approval of the controlling officer shall automatically lead to the termination of the contract agreement. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond their control on medical grounds, such period shall not be excluded while considering their control on medical grounds, such period shall not be excluded while considering their case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. However, he shall not be entitled for contractual amount for this period of absence from duty.
5. They will submit a certificate of their fitness from the concerned Medical Superintendent/Chief Medical Officer of the concerned district.
6. They will be entitled to TA/ DA, if required to go on tour in connection with the official duties, at the same rate as applicable to regular counterpart officials at the minimum of pay scale.

7. Provisions of service rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules, etc. as are applicable in case of regular employees will not be applicable in his case.
8. No traveling allowance will be paid to them for joining duties in concerned offices as Junior Office Assistant (IT) on contract basis.
9. They shall have to produce an affidavit to the effect that there is no court case/criminal/ vigilance or appeal thereof pending for adjudication in any Court of Law in or outside the State of Himachal Pradesh against them.
10. In case, the contract appointee do not report for duty within the stipulated time period to the allotted station or brought outside influence for change of station, in that event the offer of appointment will stand automatically cancelled.
11. In rare and exceptional circumstances if a contractual employee is transferred to another station/cadre/establishment on his/ her own request with the approval of the competent authority, he/ she shall be treated as fresh appointee in the new station/ cadre/ establishment and the services rendered on contract basis in the earlier cadre/establishment on appointment/ transfer to another station/cadre/ establishment will not be counted for regularization purposes and for any other financial benefits. The contract appointee will be treated as fresh appointee for all intents and purposes.
12. The services of the incumbents appointed on contract basis will be regularized once in a year as per provisions of instructions issued by the Department of Personnel vide letter No.PER(AP)-C-B(2)-2/2015, dated 02.12.2023 and any amendment issued from time to time, in future.
13. **The above offer of appointment to finally selected candidates shall be conditional and subject to the final outcome of the investigation/court cases, as per instruction of HP Rajya Chayan Aayog, Hamirpur vide letter No. HP SSC-C(2)-57/2020-(R-I)-759 dated 20-08-2024.**

If, the offer of appointment, on the above terms and conditions is acceptable to the above named candidates, they may report for duty in the concerned offices within 15 days positively. They are further directed to execute the enclosed Contract Agreement and affidavit as stipulated in conditions No.9 above on the stamp paper of ₹10/- (Ten Rupees).

The appointment shall be considered **provisional** till the verification of character and antecedents, which will be carried out on the basis of self-declaration form (copy enclosed), submitted by the candidates 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 appointment will be cancelled forthwith and criminal legal action will be taken as a consequence.

**-By Order-  
Director,**

**Panchayati Raj Department  
Himachal Pradesh Shimla-9**

**Endst. No. .PCH-HB(2)1/76-III-I/488396/2024 Shimla 171009 25-09-2024**

**Copy for information and further necessary action to following: -**

1. The Chief Administrator, HP Rajya Chayan Aayog, Hamirpur w.r.t. their letter No. HP SSC-C(2)-57/2020-(R-I)-759 dated 20-08-2024 for favour of kind information please.
2. Additional Director, Panchayati Raj Department, HP Shimla-9.

3. The Chief Medical Officer, Chamba, Shimla, Una, Kinnaur, Lahaul Sapiti, Solan, Sirmour, Bilaspur & Kullu, H.P. for favour of kind information and further necessary action please.
4. District Panchyat Officer Chamba, Shimla, Una, Kinnaur, Lahaul Sapiti, Solan, Sirmour, Bilaspur & Kullu, H.P. with the request to accept joining of the concerned selected candidate after completion of all the codal formalities, under intimation to this office, along-with the joining report of the official concerned.
5. District Treasury Officer/Capital Treasury, Shimla, Chamba, Una, Kinnaur, Lahaul Sapiti, Solan, Sirmour, Bilaspur & Kullu, H.P. for information please.
6. Principal PRTI, Mashobra, Thunag & Baijnath for information.
7. Superintendent Budget, Directorate of Panchayati Raj for information and necessary action.
8. Bill Assistant, Directorate of Panchayati Raj for information and necessary action.
9. All the above named candidates for compliance and further they are directed to contact the O/o Chief Medical Officer of concerned district for their medical examination.
10. Guard File.

Signed by  
Niraj Chandla

Date: 25.09.2024 15:05:48  
**Additional Director,**  
**Panchayati Raj Department**  
**Himachal Pradesh Shimla-9**