

No. EDN-H(1)B(2)-1/2009- loose
Directorate of Higher Education
Himachal Pradesh, Shimla-171001
Dated: Shimla, the

14-11-2011

OFFICE ORDER

The clerks selected through HPSSSB Hamirpur vide letter No. HP-SSSB-B(2)506/2009/40724 dated 05.11.11 have been appointed and posted at various institutions/offices vide Office order of even number dated 14.11.2011. The said appointment orders are available on the departmental website www.educationhp.org All the concerned are requested to download these orders from the site and take further necessary action accordingly. No separate orders will be sent.



Director of Higher Education
Himachal Pradesh.

Endst No. Even:

Dated, Shimla, the 14-11- 2011

Copy to the following for information and necessary action:-

1. The Principal Secretary (Higher) Education to the Government of Himachal Pradesh .
2. The Secretary HP Subordinate Services Selection Board Hamirpur, Distt. Hamirpur w.r.t. his letter No. HP-SSSB-B(2)506/2009/40724 dated 05.11.11
3. The Director of Elementary Education ,HP.
4. All the Concerned Deputy Director of Higher/Elementary Education Himachal Pradesh.
5. All the Head of the institutions concerned
6. Candidate concerned through registered post .
7. Guard file.



Director of Higher Education
Himachal Pradesh

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OFFICE ORDER

On the recommendation of the Secretary HP Subordinate Services Selection Board Hamirpur, Distt. Hamirpur for recruitment to the post of Clerk on contract basis vide letter No. HP-SSS-B-(2)506/2009-40724 dated 05.11.11, the following candidates are hereby offered appointment as Clerk on contract basis on fixed contractual emoluments equivalent to minimum of Pay Band of Rs. 5910 - 20200 + Grade Pay Rs 1900/- , Subject to the acceptance and fulfillment of the usual as well as specific Terms and Conditions which are annexed at **Annexure “A”**.

Sr. No.	Roll No	Name and Address	DOB	Cate-gory	Sub cat.	Place of Posting
1.	26643	Amita Kumari D/o Sh. Jagdev Singh C/o Sh. Ajit singh Kanwar H.No. 98 ward No. 4, Anu Kalan(Kohlari) Hamirpur -177001	12.07.80	Gen	UR	GSSS Dandru, Distt. Hamirpur
2.	48101	Parul Malik D/o Sh. Stephenson H. No 45/7 Jutogh Cantt Tehsil and Distt. Shimla -171008	16.06.91	Gen	UR	DHE, HP Shimla
3.	32532	Ram Krishan S/o Kura Ram VPO Jambal, Tehsil Dehra, Distt. Kangra-177113	26.10.77	SC	UR	DDEE Chamba, Distt. Chamba
4.	30704	Dutta Singh S/o Sh. Puran Chand Vill. Dhaniara PO Rail Tehsil Naduan Distt. Hamirpur-177045	24.08.83	OBC	UR	GDC Naduan, Distt. Hamirpur

If specific as well as usual terms and conditions as given in “Annexure-A” are acceptable to the candidate(s), he/she will report for duty at the institutions of his posting within 15 days from the date of issue of these orders along with documents required to be produced as per terms of this order and will execute the requisite bond of contract, failing which the offer of the appointment shall automatically stand cancelled and the candidate will have no right to claim it.

These orders are available on the Website www.educationhp.org.



Director of Higher Education
Himachal Pradesh.

Contd..

Endst No. Even:

Dated, Shimla, the

14-11-2011

Copy to the following for information and necessary action:-

1. The Principal Secretary (Higher) Education to the Government of Himachal Pradesh.
2. The Secretary HP Subordinate Services Selection Board Hamirpur, Distt. Hamirpur w.r.t. his letter No. HP-SSS-B-(2)506/2009/40724 dated 05.11.11
3. All the Concerned Deputy Director of Higher/ Elementary Education Himachal Pradesh.
4. All the Head of the institutions concerned with the remarks that the credentials and genuineness of the certificates, degree etc. of the candidate appointed under his control may be got verified and the report and findings be sent to this Directorate within 7 days. The duly attested copies of the certificate be kept in the personal file for office record after due verification from original certificates. One set of attested copies of certificates be also sent to this Directorate along with joining of the candidate.
5. Candidate concerned on above given address through registered Post.
6. Guard file.



Director of Higher Education
Himachal Pradesh

TERMS & CONDITIONS

1. The Contractual appointee will be paid fixed contractual amount @ Rs.7810/- p.m. (which shall be equal to minimum of the pay band + grade pay). The contract appointee will be entitled for increase in contractual amount @ Rs. 240/-(3% of minimum of the pay band + grade pay of the post) for further extended years and no other allied benefits such as Senior/Selection scales etc. will be given.
2. The service of the contract appointee will be purely on temporarily basis. The appointment is liable to be terminated in case the performance/ conduct of the contract appointee is not found Satisfactory.
3. Contract Appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Reimbursement and LTC etc.. Only maternity leave will be given as per rules.
4. Unauthorized absence from the duty without the approval of Controlling Officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
5. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis where ever required on administrative grounds.
6. Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Woman candidate pregnant beyond 12 weeks will stand temporarily unfit till the confinement is over. The woman candidate will be re-examined for the fitness from an authorized Medical Officer/ practitioner.
7. Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as are applicable to regular counterpart officials at the minimum of the pay scale.
8. 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 contract appointees. They will be entitled for emoluments etc. as detailed in this column.
9. Selected candidate shall have to produce the following documents at the time of his/her joining:-
 - a. Attested copies of educational qualifications certificate.
 - b. Character Certificate from a Gazetted Officer.
 - c. Bonafide Himachali Certificate.
 - d. Certificate to this effect that he belongs to SC/ST/OBC, category, if any.
 - e. Minimum Educational Qualification Certificate i.e. Plus Two Certificate.
10. Selected candidate should have to enter in to an agreement on non-judicial stamp paper of Rs. 5/- with the Department (Performa enclosed as annexure- B).
11. Selected candidate shall have to furnish a declaration to the effect that in case of his/her married status, he/she is having a one living spouse.
12. Selected candidate will have to give an undertaking in writing that he/she was never convicted by any court of Law and if so, he/she will have to furnish details regarding offence committed and punishment thereof. In case of concealing of facts his/her services are liable for termination.
13. Selected candidate will have to take an oath of allegiance/faithfulness to the constitution of India.



Director of Higher Education
Himachal Pradesh

ANNEXURE-B

Form of Contract/agreement to be executed between the ----- (Name of the post) and the Government of Himachal Pradesh, through Director of Higher Education:-

This agreement is made on this-----day of -----in the year-----between. Sh./Smt. -
-----S/O/D/O Sh.-----R/O Village -----PO. -----Tehsil-----District--
-----HP. Contract appointee (here in after called the(**FIRSTPARTY**), **AND** The Governor Himachal Pradesh through Director of Higher Education (here in after the **SECOND PARTY**).

Where as the **SECOND PARTY** has engaged the aforesaid **FIRST PARTY** and the **FIRST PARTY** has agreed to serve as a-----on contract basis on the following terms and conditions.

1. That the **FIRST PARTY** shall remain in the service of the **SECOND PARTY** as a ----- for a period of one year commencing on day of----- and ending on the day of -----. It is specifically mentioned and agreed upon by the both the parties that the contract of the **FIRST PARTY** with **SECOND PARTY** shall ipso-facto stand terminated on the last working day i.e. on ----- -- And information notice shall not be necessary.

Provided that for further extension/renewal of contract period the HOD shall issue a certificate that the service and conduct of the contract appointee was satisfactory during the year and only then the period of contract is to be renewed/extended.

2. The contractual amount of the **FIRST PARTY** will be Rs. -----per month.
3. The service of **FIRST PARTY** 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 good or if a regular incumbent is appointed/posted against the vacancy for which the **FIRST PARTY** was engaged on contract.
4. Contractual----- (Name of the post) will be entitled for one day casual leave after putting in month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual----- (Name of the post). He will not be entitled for Medical Reimbursement and L T C etc. Only maternity leave will be given as per rules.
5. Unauthorized absence for the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual----- (Name of the post) will not be entitled for contractual amount for the period of absence from duty.
6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis where ever required on administrative grounds.
7. Selected candidate will have to submit a certificate of his/her fitness from a Government /Registered Medical Practitioner. In case of woman candidates pregnant beyond twelve weeks will render her temporarily unfit till the confinement is over. The woman candidate should be re-examined for fitness from an authorized Medical office/Practitioner.
8. Contract appointee shall be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counter part official at the minimum of the pay scale.
9. The employees Group Insurance Scheme as well as EPF/GPF will not be applicable to contractual appointees(s).

-continued-

IN WITNEES 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.-----

(SIGNATURE OF **FIRST PARTY**)

(Name and full address)

2. -----

(Name and full address)

IN THE PRESENCE OF WITNESS

1. -----

(Name and full address)

(Signature of **SECOND PARTY**)

IN THE PRESENCE OF WITNESS.

2-----

(Name and full address)