

No. 2-10/2019-EXN-H-Estt.
Department of State Taxes & Excise
Himachal Pradesh, Shimla-9
Dated: Shimla
OFFICE ORDER

09.10.2024

On the recommendation of the Himachal Pradesh Rajya Chayan Aayog Hamirpur, Distt, Hamirpur vide letter No. HP-SSSC-C-(2)57/2020-(R-I)-771 dated 22.08.2024 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 the Department of State Taxes & Excise on fixed contractual amount of Rs. 12,360/- per month, in level-4 of the pay matrix, as per Rule 3(j) of the HP Civil Services(Revised Pay)Rules, 2022 **subject to the final outcome of the investigation/court cases related to current post code (817)**, on the following terms & conditions:-

Sr.No.	Name	Place of posting
1.	Ankush Thakur, S/o Sh. Joginder, Vill. Dehi, PO Rangas, Hamirpur177048	O/o the Jt. Commissioner of GST (CZ)Una
2.	Subhash, S/o Sh. Devender Singh, Vill. Tihni ani(ST)Kullu172025	O/o the Commissioner of State Taxes & Excise, Shimla
3.	Sunil Kumar, S/o sh. Bhim Singh, PO Ropri Kalehru, Ropri(79) Mandi175032	O/o the Jt. Commissioner of GST (NZ) Palampur
4.	Sandeep Kumar, S/o Sh. Parkash Chand, Vill. Panga, PO Swarghat, Tehsil Sri Naina Devi Ji, Distt. Bilaspur174011	O/o the Assistant Commissioner (GST) Nalagarh-III Circle
5.	Rohit Verma, S/o Sh. Surender Verma, Hospital Road Shillai VPO Shillai, Tehsil shillai173027	O/o the Assistant Commissioner (GST) Barotiwala Circle
6.	Vishal Sharma, S/o Sh. Shashi Sharma, Vill. Ghuggar PO Palampur, Kangra176061	O/o the Jt. Commissioner of GST (NZ) Palampur
7.	Duni chand, S/o Sh. Jiwan Lal, Tehsil Sarkaghat Luhakhar, Mandi175049	O/o Dy. Commissioner (Excise) Kullu
8.	Puneet Kumar, S/o Sh. Muni Lal Garg, Vill. Patiyala, PO Sehli Tehsil Sundernagar, Distt. Mandi175018	O/o the Jt. Commissioner of GST (NZ) Palampur
9.	Deepak Sharma, S/o Sh. Ramesh Chand Sharma, Vill. Naloot, PO Lathiani, Una174308	O/o the Jt. Commissioner of GST (CZ) Una (Mehatpur Circle)
10.	Vishal Pundir, S/o Sh. Ram Swaroop Pundir, Ward No. 7 Vill. Bohal, PO	O/o Dy. Commissioner(Excise) Sirmour

	Banethi(31)Sirmour173001	
11.	Pankaj Thakur, S/o Sh. Naresh Kumar, Tehsil dharampur Saklana(59)Mandi175050	O/o the Jt. Commissioner of GST (NZ) Palampur
12.	Vinay Kumar, S/o Sh. Tek Chand, H. NO. 91 Sai(52) Mandi175052	O/o the Commissioner of State Taxes & Excise, Shimla
13.	Ses Ram, S/o Sh. Gumat Ram, Post Office Khalwan Tehsil Balichowki, Dahar Mandi175106	O/o the Assistant Commissioner(Excise) Manali <i>(vice Sh. Shiven Gautam,JOA(IT) whose orders will be issued separately)</i>
14.	Shobhna, D/o Sh. Surinder Kumar, Vill. Dhan PO Matlahar, Tehsil Jawali, Kangra 176023	O/o Dy. Commissioner (Excise) Nurpur, Distt. Kangra
15.	Rajender Singh,S/o Sh. Krishan Chand, VPO Nac, Rohru, shimla171207	O/o the Commissioner of State Taxes & Excise, Shimla
16.	Navin Kumar, S/o Sh. Bihari Lal, PO Kariyara Tehsil Dehra Kundli Har(426) Kangra177117	O/o the Jt. Commissioner of GST (NZ) Palampur
17.	Desh Raj, S/o Sh. Bhagirath, VPO Chharol, Tehsil Sadar, Bilaspur, 174001	O/o Dy. Commissioner (Excise) BBN Baddi, Distt. Solan
18.	Ranjan Kumar Azad, S/o sh. Uttam Singh, Ward No. 5 Tehsil Barsar(T) Hamirpur174305	O/o the Jt. Commissioner of GST (CZ) Una
19.	Shiv Kumar,S/o Sh. Sarwan Kumar, Ward No. 4 Post Office Ichhi, tehsil Dharamshala Patohla, Kangra 176209	O/o the Jt. Commissioner of GST (NZ) Palampur
20.	Vivek Kumar, S/o Sh. Dina Nath, Near Chobhyal Cottage, Vill. Baikunthnagar, PO Banikhet, Tehsil Dalhousi, Chamba 176303	O/o Dy. Commissioner (Excise) Chamba
21.	Amit Bhatia,S/o sh. Bir Singh Bhatia, Vill. Ghugrar PO Chandpur, Tehsil Sadar, Distt. Bilaspur174004	O/o Dy. Commissioner (Excise) BBN Baddi, Distt. Solan.
22.	Rahul Kumar, S/o Sh. Bhadar Singh, Village Rohan, PO Khahan, Tehsil Sarkaghat, Distt. Mandi,175049	O/o the Jt. Commissioner of GST (NZ) Palampur
23.	Kameshwar,S/o Sh. Gyan Chand, VPO Shalla, Mandi175028	O/o the Jt. Commissioner of GST (NZ) Palampur

24.	Vilas dhiman, S/o Sh. Prithi Chand, VPO Upper Lambagaon, Tehsil Jaisinghpur, Kangra176096	O/o the Jt. Commissioner of GST (NZ) Palampur
25.	Tanya Ranta, D/o sh. Ramesh Ranta, Chirag Cottage, Lower Devnagar, Kasumpti, Shimla171009	O/o the Commissioner of State Taxes & Excise, Shimla

1. They will be paid a fixed contractual amount @ Rs. 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 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.
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 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 fitness from the (CMO) District Hospital.
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 their case.
8. No travelling allowance will be paid to them for joining duties at their place of posting.



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.(to be submitted at the place of posting)
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 purpose 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 provision of instructions issued by the Department of Personnel vide letter No. PER(AP)-C-B(2)/2015 dated 02.12.2023 and any amendment issued from time to time, in future.

If the offer of appointment, on the above terms and conditions is acceptable to candidate, he/she will report for duty at the place of his posting on or before 30.10.2024 positively. They are further directed to execute the enclosed Contract Agreement and affidavit as stipulated in condition No. 9 above on the stamp paper of ₹10/- (Ten Rupees). In case the candidate is not interested, than send the same in writing to this office within 15 days from the date of issue of these orders, failing which the offer of appointment shall automatically stand cancelled and the candidate will have no right to claim it.

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, 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.

These orders are available on the Website www.hptax.gov.in.

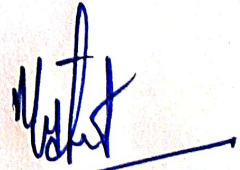
By Order/-
Commissioner of State Taxes & Excise,
Himachal Pradesh, 171009. Ph. 2621835

Endst No. 2-10/2019-EXN-H-Estt. ~~26153-26218~~ Dated, Shimla, the 09, October, 2024

Copy to the following for information and necessary action:-

1. The Principal Secretary (ST&E) to the Government of Himachal Pradesh.
2. The Secretary HPRCA, Hamirpur, Distt. Hamirpur w.r.t. his letter referred above.
3. All the Chief Medical Officer, Shimla, Kangra, Mandi, Bilaspur, Chamba, Hamirpur, Sirmour, Una, Kullu and Solan, HP
4. The Distt. Superintendent of Police Shimla, Kangra, Mandi, Bilaspur, Chamba, Hamirpur, Sirmour, Una and Kullu with a request to verify the character and antecedents of the official and send the report to this office.
5. The Addl./Jt. Commissioner Excise, (South Excise Zone/Central Excise Zone/North Excise Zone), Shimla, Mandi, Palampur.
6. The Jt. Commissioner of GST, (South GST Zone/ Central GST Zone/ North GST Zone) Parwanoo/ Una/ Palampur.
7. The Dy. Commissioner Excise, Shimla/Solan/BBN Baddi/ Sirmour at Nahan/ Mandi/Kullu /Bilaspur /Hamirpur/ Kangra at Dharamshala/ RD Nurpur/ Una/Chamba.
8. The Assistant Commissioner of Excise, Kinnaur and Manali.
9. The Distt. Employment Officer Shimla, Kangra, Mandi, Bilaspur, Chamba, Hamirpur, Sirmour, Una and Kullu, HP.
10. The Assistant Commissioner (GST) Nalagarh-III Circle and Barotiwala Circle.
11. The In-Charge, Computer Cell, Block No. 29, with the request to upload the order on the Departmental Website and send e-mail to all the concerned offices.
12. The candidate concerned on above given address through registered post, they are directed to contact O/o the Chief Medical Officer, for their medical examination.
13. Guard file.

Note:- All the concerned offices where the candidates have been posted are directed to send the copy of joining, self declaration form and the contract agreements to the Head Office.



(Nishant Kumar) HAS
Jt. Commissioner of State Taxes & Excise (HQ/Admn.)
Himachal Pradesh, 171009. Ph. 2621635

ANNUEXURE –“B”

Form of contract/ agreement to be executed between the Jr. Office Assistant(IT) and the Government of Himachal Pradesh through the Commissioner of State Taxes & Excise.

The agreement is made on this.....day of.....in the year.....between Sh./Smt.....S/o/D/o Shri.....R/o.....contract appointee (hereinafter called the FIRST PARTY), AND The Governor, Himachal Pradesh through Commissioner of State Taxes & Excise (hereinafter the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a **Jr. Office Assistant(IT)** on contract basis on the following terms & conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a **Jr. Office Assistant(IT)** for a period of one year commencing on day of _____ and ending on the day of _____. It is specifically mentioned and agreed upon by 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 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 (which shall be 60% of the first cell of the applicable level of pay matrix of the corresponding cadre, as per HP civil Services (Revised Pay) Rules, 2022)
3. The service of 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 to him/her.
4. The contract appointee will be entitled for one day's casual leave after putting one month's service, 10 days' medical leave and 5 days' special leave, in a calendar year. 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 the 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 Officer. A contract employee shall not be entitled for medical reimbursement and LTC etc. No leave of any other kind except above is admissible to the contract appointee. Un-availed casual leave, medical leave and special leave can be accumulated upto the calendar year and will not be carried forward for the next calendar year.

5. Unauthorized absence from the duty without the approval of the controlling Officer shall automatically lead to the termination of the contract. However, in exceptional cases where the circumstances for unauthorized absence from duty were beyond his/her control on medical grounds, such period shall not be excluded while considering his/her case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. However, the contract appointee shall not be entitled for contractual amount for this period of absence from duty:

Provided that he shall submit certificate of illness / fitness issued by the Medical Officer, as per prevailing instructions of the Government.

6. An official appointed on contract basis who have completed three years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds
7. Selected candidate will have to submit a certificate of his/her fitness issued by a Medical Board in case of a Gazetted Government servant and by Government Medical Officer in case of a Non-Gazetted Government servant. In case of women candidates who are to be appointed against posts carrying hazardous nature of duties, and in case they have to complete a period of training as a condition of service such women candidate, who as a result of tests is found to be pregnant of twelve weeks standing or more shall be declared temporarily unfit and her appointment shall be held in abeyance till the confinement is over. Such women candidate be re-examined for medical fitness six weeks after the date of confinement, and if she is found fit on production of medical fitness certificate from the authority as specified above, she may be appointed to the post kept reserved for her.
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 pay scale.
9. The Employees Group Insurance Scheme as well as EPF/GPF will not be applicable to contractual appointee(s).

IN WITNESS 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

.....

.....

(Name and Full Address)

(Signature of the FIRST PARTY)

2

.....

(Name and Full Address)

IN THE PRESENCE OF WITNESS.

1.....

.....

(Name and Full Address)

2.....

.....

(Name and Full Address)

(Signature of the SECOND PARTY)