

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

2025

On the recommendation of the Himachal Pradesh Rajya Chayan Aayog Hamirpur, Distt, Hamirpur vide letter No. HP-SSSC-C-(2)57/2020-(R-I)-2688 dated 17.01.2025 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	Leena Thakur D/o Tikkam Ram Vill Pallota, PO Nandi, Tehsil Chachyot, Distt Mandi, H.P	(Nerchowk Circle, Mandi) GST Central Zone,Una
2	Chander Mohan S/o Sh. Hans Raj, Vill Kanoyala, PO Pole Da Khala, Tehsil Nalagarh Distt Solan HP	O/o Jt CST&E GST(SZ) Parwanoo
3	Bhawana Chandel S/o Sh. Jagat Ram Chadel, Thakur Niwas Below Police Post BCS New Shimla H	O/o CST&E Shimla(GST Wing)
4	Rajeev Kumar Sandhu, S/o Sh. Pritam Chand Sandhu, Vill.Chakroia, PO Khurwain, Tehsil Bangana Distt Una HP	O/o Jt CST&E GST(SZ) Parwanoo
5	Pradeep Singh, S/o Sh. Shupa Ram, VPO Bakras, Tehsil Shalai Distt Sirmour HP	O/o Jt CST&E GST(SZ) Parwanoo

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 within 15 days from the date of issue of these orders. They are further directed to execute the enclosed

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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. 5273 -297 Dated, Shimla, the 11/03/2025

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, Mandi, Una, Solan and Sirmour, HP
4. The Distt. Superintendent of Police Shimla, Mandi, Solan, Una and Sirmour with a request to verify the character and antecedents of the official and send the report to this office.
5. The Jt. Commissioner of GST, (South GST Zone/ Central GST Zone) Parwanoo/ Una.
6. The Distt. Employment Officer Shimla, Mandi, Solan,, Sirmour and Una HP.
7. 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.
8. 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.

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