

Haryana Power Generation Corporation Limited



HPGCL
HPGCL, Service
Engineers Regulation
(Electrical)

For Electrical Engineers cadre

Approved by Board of Directors, HPGCL

22

Haryana Power Generation Corporation Limited

NOTIFICATION

18th August, 2022

No. 279/CE/Admin./REG- In exercise of powers conferred by Section 179 of Companies Act - 2013 and Article 48 (1) of the Articles of Association of HPGCL and all other enabling powers in this behalf, the Haryana Power Generation Corporation Limited (herein referred after as HPGCL), is pleased to circulate the "HPGCL Service of Engineers (Electrical) Regulations, 2022" in supersession of the Punjab State Electricity Board Services of Engineers (Electrical) Regulations, 1965 notified vide Office Order No. 35/REG-25A/PSEB dated 01.09.1965 (as applicable to HPGCL) as amended from time to time by erstwhile Haryana State Electricity Board and HPGCL and is as under:-

1. SHORT TITLE COMMENCEMENT AND APPLICATION:-

- (a) These Regulations may be called the "HPGCL Service of Engineers (Electrical) Regulations, 2022".
- (b) These shall come into force with immediate effect.
- (c) These shall apply to every member of the service (Direct as well as through promotion or transfer).

2. DEFINITIONS:

Unless there is anything repugnant in the subject or context in these regulations:-

- (a) **"Appointing Authority"** in relation to a corporation employee means:-
 - (i) The authority empowered to make appointments to the service of which the corporation employee, is for the time being a member; or
 - (ii) The authority empowered to make appointments to the post, which the corporation employee, for the time being holds; or
 - (iii) The authority which appointed the corporation employee to such service, pay structure or post, as the case may be;
 - (iv) Where the Corporation employee having been a permanent member of any other service or having substantively held any other permanent post, has been in continuous employment of the corporation, the authority which appointed him to that service or to any pay structure in that service or to that post, whichever authority is higher in rank;

EXPLANATION: If a permanent employee switches over from one cadre or class of Corporation to another, the appointing authority, for such an employee, will be the appointing authority of the post on which he holds permanent lien.

- (b) **“Board of Directors”** means the collective body of the Directors of the Haryana Power Generation Corporation Limited as defined in Section 179 of Companies Act, 2013;
- (c) **“Chairman”** means the Chairman of the Board of Directors appointed by the Governor as per Article 34 of the Articles of Association of the corporation;
- (d) **“Competent Authority”** in relation to the exercise of any power under these regulations means the Board of Directors or any other authority to which the said power has been delegated by the Board of Directors, as the case may be;
- (e) **“Competent Medical authority”** for the purpose of medical examination of a candidate for entry into the service of Corporation on his first or subsequent appointment means the Medical Board of Health Department of the nearest District, where the candidate is residing;

Provided that at least one member of the Board shall be a lady doctor for female candidates;

- (f) **“Direct Appointment”** means a fresh appointment made other than by promotion to the service, or by transfer of an official/officer already in the service of any other department of the State Government or the Central Government or Board or Corporation or Government Company owned or controlled by the State Government or the Central Government;
- (g) **“Electrical Cadre”** means a member appointed in service by direct appointment having qualification prescribed under Rule 8 i) or by promotion or by transfer from other department as mentioned under Rule-9.
- (h) **“Engineering Subordinates”** means Junior Engineers (Thermal), Junior Engineers-I (Thermal), Boiler Controllers, Master Foreman, Foreman Grade-I and JE/Maintenance, who possess at least 3 year Diploma in Electrical or Mechanical or Electronics Engineering.
- (i) **“Government”** means the Government of the State of Haryana;

- (j) **“Managing Director”** means the Managing Director of the corporation appointed by the Governor as per Article 34 of the Articles of Association of the Corporation;
- (k) **“Corporation”** means the Haryana Power Generation Corporation Limited formed and incorporated under the Companies Act, 2013 and shall include its successors and assigns.
- (l) **“Corporation Employee”** means a person appointed to any service or post in connection with the affairs of the corporation;
- (m) **“Service”** means the Service of Engineers (Electrical) constituted in connection with the affairs of the corporation;
- (n) **“Termination”** means discharge or removal or dismissal from service for whatsoever reason, by the competent authority but not by way of compulsory retirement.
- (o) **“Resignation”** means quitting the service of corporation by a member after giving 3 months notice for any reason including permanent absorption to a body or Department under the control of Central or any State Government;

3. **COMPOSITION:-**

The service shall comprise of the posts specified and its cadre of various posts shall be shown in **Appendix-“A”**.

Provided that the Board of Directors, HPGCL shall have full powers to increase or reduce the number of posts in the cadre as it may deem necessary either temporarily or permanently from time to time.

4. **CONSTITUTION OF THE SERVICE**

The service shall consist of the following members, namely:-

- (a) Persons who, at the commencement of these Regulations, were members of the HPGCL Service of Engineers (Electrical).
- (b) Persons appointed to the service by the erstwhile HSEB and allocated to the corporation by virtue of transfer scheme.
- (c) Persons appointed to the Service by the corporation.

5. **NATIONALITY & DOMICILE**

- (i) No person shall be appointed to the Service unless he is:-
- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or

- (d) a Tibetan refugee who come over to India before 1st January, 1962, with the intention of permanently settling in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African Countries of Kenya, Uganda, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India, provided that:-
 - i. A candidate belonging to categories (b) to (d) above shall be a person in whose favour a certificate of eligibility has been issued by the competent authority.
 - ii. If he belongs to category (e), the certificate of eligibility will be issued for a period of one year after which such a candidate will be retained in service subject to his acquisition of the Indian citizenship.
- (ii) A candidate, in whose case a certificate of eligibility is necessary, may be admitted to an examination or interview conducted by the Corporation or any other recruiting authority, on his furnishing proof that he has applied for the certificate and he may also provisionally be appointed subject to the necessary certificate being given to him by the competent authority.

6. METHOD OF RECRUITMENT TO THE SERVICE:-

Recruitment to Service on sanctioned post shall be made by the corporation by following method:-

(a) In case of Assistant Engineers:-

- (i) 65% by direct appointment; and
- (ii) 35% by promotion as provided in Regulation – 9.
- (iii) By transfer of an officer already in the service of any other department of the State Government or the Central Government or Board or Corporation or Government Company owned or controlled by the State Government or the Central Government, in the same or above rank.

(b) In case of Assistant Executive Engineers:-

100% by promotion from amongst Assistant Engineers as provided in Sub Regulation 11(ii) or by transfer of an officer already in the service of any other department of the State Government or the Central Government or Board or Corporation or Government Company owned or controlled by the State Government or the Central Government, in the same or above rank.

(c) In case of Executive Engineers:-

100% by promotion from amongst Assistant Executive Engineers as provided in Sub Regulation 11(iii) or by transfer of an officer already in the service of any other department of the State Government or the Central Government or Board or Corporation or Government Company owned or controlled by the State Government or the Central Government, in the same or above rank.

(d) In case of Superintending Engineers:-

100% by promotion from amongst the Executive Engineers as provided in Sub Regulation 11(iii) or by transfer of an officer already in the service of any other department of the State Government or the Central Government or Board or Corporation or Government Company owned or controlled by the State Government or the Central Government, in the same or above rank.


(e) In case of Chief Engineers:-

100% by promotion from amongst the Superintending Engineers as provided in Sub Regulation 11(iv).

7. AGE LIMIT:-

- I. The minimum age of a candidate for entry in corporation shall be 18 years and maximum age shall be 42 years of age on the last date of submission of application for direct appointment on the post of all Groups A, B, C & D in addition to the age relaxation prescribed herein for various categories.
- II. Age relaxation for various categories is as under:-

Sr. No.	Categories where relaxation is admissible	No. of years of relaxation
(i)	Scheduled Castes/Scheduled Tribes	5 years
(ii)	Backward Classes	5 years
(iii)	Wives of military personnel who are disabled while in military service	5 years
(iv)	Widowed or legally divorced women provided she has not remarried	5 years
(v)	Judicially separated women residing separately for more than two years from the date as prescribed for the purpose of age for candidates of other categories	5 years
(vi)	Unmarried women	5 years

(vii)	Ex-serviceman*	to the extent of his military service added by three years provided- (a) he has rendered continuous military service for a period of not less than six months before his release; and (b) he was released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.
(viii)	Disabled persons who covered under the Rights of Persons with Disabilities Act, 2016	10 years (+5 years if candidates belongs to S/Caste, S/Tribe, B/Classes) subject to maximum 55 years, for all posts of Group C & D, and also for Group A & B posts where recruitment is made otherwise than through open competitive examination. 5 years (+5 years if candidates belongs to S/Caste, S/Tribe, B/Classes) subject to maximum 55 years for Group A & B posts where recruitment is made through open competitive examination. Note.- Relaxation in age limit shall be applicable irrespective of the fact whether the post is reserved or not, provided the post is identified suitable for persons with disabilities.
(ix)	Persons who have already worked or presently working on adhoc/ contract/ work-charged/ daily wages basis in any department/ Board/ Corporation of Haryana Government.	Equal to the period or experience on adhoc contract/work-charged/ daily wages basis excluding the period of break, if any, subject to attaining the maximum age of 55 years.
(x)	Posts of Police Personnel and Prisons Personnel (e.g. Constable, ASI and above) where upper age limit is less than 42 years.	5 years to S/Caste, S/Tribe, B/Classes & candidates of EWS only
 <p>*For Ex-serviceman: For appointment of an ex-serviceman to a post of Group A, B, C or D, his/her age will be calculated keeping in view the actual age minus (actual period of military service plus three years). If the resultant age does not exceed the maximum age limit prescribed for the post for which he/she is seeking appointment he/she shall be deemed to satisfy the condition regarding age limit.</p>		

8. QUALIFICATIONS FOR DIRECT APPOINTMENT:-

- i) No person shall be appointed as Assistant Engineer by direct appointment unless he posses the following qualifications:-

<p>Assistant Engineer/ Electrical</p>	<p>a) Full-Time Bachelor of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Electrical/Electrical & Electronics Engineering with minimum 60% marks in respect of General category/ other category candidates and 55% marks in respect of SC category candidates of Haryana domicile.</p> <p style="text-align: center;">OR</p> <p>Full-time Master of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Electrical/Electrical & Electronics Engineering with minimum 60% marks in respect of General category/ other category candidates and 55% marks in respect of SC category candidates of Haryana domicile, in case of candidate having full time Bachelor of Engineering Degree or equivalent Degree in Electrical /Electrical & Electronics Engineering with marks less than 60% for General /other candidates & less than 55% for SC category candidates of Haryana domicile.</p> <p>b) Must have passed Hindi/Sanskrit upto Matric standard or in higher education, as the case may be.</p>
<p>Assistant Engineer/ Electronics (within AE/Electrical cadre)</p>	<p>a) Full-Time Bachelor of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Electronics / Electronics & Communications / Electronics & Telecommunication / Electronics & Electrical Communication Engineering with a minimum 60% marks in respect of General category/ other category candidates and 55% marks in respect of SC category candidates of Haryana domicile.</p> <p style="text-align: center;">OR</p> <p>Full-time Master of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Electronics/Electronics & Communications/ Electronics &</p>

	<p>Telecommunication /Electronics & Electrical Communication Engineering with a minimum 60% marks in respect of General category/ other category candidates and 55% marks in respect of SC category candidates of Haryana domicile, in case of candidate having full time Bachelor of Engineering Degree or equivalent Degree in Electronics/Electronics & Communications/ Electronics & Telecommunication/ Electronics & Electrical Communication Engineering with marks less than 60% for General /other candidates & less than 55% for SC category candidates of Haryana domicile.</p> <p>b) Must have passed Hindi/Sanskrit upto Matric standard or in higher education, as the case may be.</p>
Assistant Engineer/ Mechanical (within AE/Electrical cadre)	<p>a) Full-Time Bachelor of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Mechanical Engineering with a minimum 60% marks in respect of General category/ other category candidates and 55% marks in respect of SC category candidates of Haryana domicile.</p> <p style="text-align: center;">OR</p> <p>Full-time Master of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Mechanical Engineering with a minimum 60% marks in respect of General category/other category candidates and 55% marks in respect of SC category candidates of Haryana domicile, in case of candidate having full time Bachelor of Engineering Degree or equivalent Degree in Mechanical Engineering with marks less than 60% for General /Other candidates & less than 55% for SC category candidates of Haryana domicile.</p> <p>b) Must have passed Hindi/Sanskrit upto Matric standard or in higher education, as the case may be.</p>
Assistant Engineer/ Instrumentation (within AE/Electrical cadre)	<p>a) Full-Time Bachelor of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Instrumentation / Instrumentation and Control / Instrumentation Technology with a minimum 60% marks in respect of General category/ other category candidates</p>

	<p>and 55% marks in respect of SC category candidates of Haryana domicile.</p> <p style="text-align: center;">OR</p> <p>Full-time Master of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Instrumentation / Instrumentation and Control / Instrumentation Technology with a minimum 60% marks in respect of General category / other category candidates and 55% marks in respect of SC category candidates of Haryana domicile, in case of candidate having full time Bachelor of Engineering Degree or equivalent Degree in Instrumentation / Instrumentation and Control / Instrumentation Technology Engineering with marks less than 60% for General / Other candidates & less than 55% for SC category candidates of Haryana domicile.</p> <p>b) Must have passed Hindi/Sanskrit upto Matric standard or in higher education, as the case may be.</p>
<p>Assistant Engineer/ IT (within AE/ Electrical cadre)</p>	<p>a) Full-Time Bachelor of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Computer Science & Engineering/ Information Technology with a minimum 60% marks in respect of General category/other category candidates and 55% marks in respect of SC category candidates of Haryana domicile.</p> <p style="text-align: center;">OR</p> <p>Full-time Master of Engineering Degree or equivalent degree from a University duly recognized by AICTE (Central Government or a State Government) in Computer Science & Engineering/ Information Technology with a minimum 60% marks in respect of General category/other category candidates and 55% marks in respect of SC category candidates of Haryana domicile, in case of candidate having full time Bachelor of Engineering Degree or equivalent Degree in Computer Science & Engineering/Information Technology with marks less than 60% for General /Other candidates & less than 55% for SC category candidates of Haryana domicile.</p> <p>b) Must have passed Hindi/Sanskrit upto Matric standard or in higher education, as the case may be.</p>

- ii) A member appointed on regular basis under direct recruitment to any post shall remain under training for a period of one year. However, training period of one year can be increased or decreased by the competent authority. HPGCL can terminate the services without assigning any reason if the work and conduct of the member is not found satisfactory during the training period.
- iii) A member appointed on regular basis under direct recruitment to any post will be on probation for two years including one year of successful completion of training period. However, probation period of two year can be increased or decreased by the competent authority. HPGCL can terminate the services without assigning any reason if the work and conduct of the member is not found satisfactory during the probation period.
- iv) A member appointed on regular basis under direct recruitment to any post shall execute a Bond with the Corporation that he/she will serve the Corporation for a minimum period of two years after completion of successful training period of one year, failing which he/she will be required to refund the entire cost i.e. pay and allowances, training expenses and any other expenditure incurred by the Corporation during the period of training together with interest thereon from the date of demand @ 9% per annum and thereafter during the course of employment under the Corporation.
- v) A member appointed on regular basis under direct recruitment to any post shall deposit one month's salary as security which will be refunded after the completion of Bond period. In the event of non completion of Training period/ Bond period, the security shall be forfeited
- vi) A member appointed on regular basis under direct recruitment to any post will be required to serve anywhere in the State of Haryana or any other place in India where HPGCL/State Government may so desire in public interest.
- vii) If the member is at present employed in Central/State Government/ Semi Government/Autonomous Body etc. he/she will have to resign his present post before joining the HPGCL's Services. It should clearly be understood that the member will be treated as a new entrant in the services of the HPGCL for all intents and purposes.
- viii) Inter-se-seniority of all the candidates of all streams viz Assistant Engineer/Electronics, Assistant Engineer/Mechanical, Assistant Engineer/Instrumentation, Assistant Engineer/IT and Assistant Engineer/Electrical will be finalized on the basis of total marks awarded in the selection process.

- ix) A member on his/her appointment on regular basis under direct recruitment to any post should submitted the following documents:-
- A) Acceptance of offer of appointment for the post of Assistant Engineer (Trainee) on the prescribed Proforma as prescribed in **Appendix "B"**.
 - B) All original certificates/documents in support of his/her academic/ professional qualifications for a period of three year.
 - C) Original Matriculation Certificate / Birth certificate and Aadhar Card in support of his/her date of birth and original certificate in support of passing Hindi/Sanskrit upto Matric standard for a period of three year.
 - D) Proof (in original) in case he/she belong to SC/ST/BC/Ex-serviceman of Haryana State.
 - E) Affidavit duly attested by an Oath Commissioner, or any other authority authorized in this respect showing :-
 - a. That he/she is not a dismissed Govt./Public Servant or a person convicted of an offence involving moral turpitude.
 - b. That he/she has only one living wife/husband unless he is exempted by any personal law applicable to you or a bachelor or widower which may be specifically mentioned so.
 - c. In case he/she is unmarried, he/she will give a declaration that he/she will not give or take or abet the giving or taking of dowry, or demand, directly or indirectly from the parents or guardians of the bride or bridegroom as the case may be in term of regulation-7(iv) added in the erstwhile HSEB conduct regulation 1984 as applicable in HPGCL.Further after his/her marriage, he/she will furnish a declaration, stating therein that he has not taken any dowry, to the respective Head of Department of the Corporation.
 - F) Bond agreement on a Non-Judicial Stamp Paper on the prescribed Proforma as prescribed in **Appendix "C"**.
 - G) Character Certificate from two Gazetted Officers on the prescribed Proforma as prescribed in **Appendix "D"**.
 - H) No Objection Certificate from the previous employer in case of employees of Central/State Government and State owned or controlled undertakings.
- x) A member on his/her appointment on regular basis under direct recruitment to any post shall obtain a certificate of mental and physical fitness as prescribed in **Appendix "E"** from the Competent Medical Authority and is considered by the Competent Medical Authority to be fit in all respects for active outdoor duty.

NOTE: Fee to the Medical Authority shall be payable by the candidate.

- xi) The Corporation is satisfied that the character and antecedents are such as to qualify the member for appointment to the service. (Form of verification of character and antecedents as **Appendix "F"**).

9. APPOINTMENT AS ASSISTANT ENGINEER BY PROMOTION:-

- (i) 35% (Thirty five percent) of the total number of cadre posts of Assistant Engineers, may be filled up by promotion, out of various types of Engineering Subordinates under the Corporation. The share of various categories in the promotion quota of 35% would be as follows:-

a	<p>From amongst the Engineering Subordinates of HPGCL with 3 years service as JE-I/ Boiler Controller</p> <p>22½% of the total number of cadre posts of Assistant Engineers, shall be filled up by promotion from amongst Junior Engineer-I/Thermal & Boiler Controllers with 03 years service as under:-</p> <p style="margin-left: 40px;">I. Junior Engineer-I/Thermal : 80% of 22½%</p> <p style="margin-left: 40px;">II. Boiler Controllers : 20% of 22½%</p> <p>NOTE:-</p> <p>(i) A roster will be maintained by keeping the following ratio:-In a block of 10 posts, 4th & 8th will go to Boiler Controller and 1st, 2nd, 3rd, 5th, 6th, 7th, 9th & 10th will go to Junior Engineer-I/Thermal. This roster will continue to be repeated keeping in view the vacancy to be filled up.</p> <p>(ii) The post of AE on the Boiler side, be ear-marked for Boiler Controllers, who possess minimum qualification of 3 years Diploma and Boiler Operation Engineering (BOE) Certificates, duly recognized by Haryana Government.</p>	22½%
B	<p>From amongst the Engineering subordinates of Generation Cadre possessing AMIE/BE Qualification and having 3 years of service as Engineering subordinates provided 3 year of service as engineering subordinate will be counted from the date when the engineering subordinate acquires AMIE/BE.</p> <p>12½% of the total number of cadre posts of Assistant Engineers, shall be filled up by promotion from Engineering subordinates as per following criteria:-</p> <p>(i) The criteria for determination of the eligibility for promotion under 12½% quota will be on acquisition of qualification of Bachelor of Engineering / Technology or equivalent degree duly recognized by AICTE and completion of 3 years regular service / experience in HPGCL / HSEB as Engineering Subordinates provided 3 year of service as engineering subordinate will be counted from the date when the engineering subordinate acquires AMIE/BE.</p>	12½%

- (ii) The eligibility shall thus be determined on satisfying both the conditions i.e. acquisition of qualification of Bachelor of Engineering/Technology or equivalent degree duly recognized by AICTE and on completion of 03 years regular service / experience in HPGCL/HSEB as Engineering Subordinates provided 3 year of service as engineering subordinate will be counted from the date when the engineering subordinate acquires AMIE/BE.

Note: The date of acquisition of qualification of Bachelor of Engineering /Technology or equivalent degree will be the date on which the final semester result is declared and certified by the university/Institute.

- (iii) The names of the eligible candidates in the ranking list will be entered strictly from the date the official fulfils both the conditions i.e. acquisition of qualification of Bachelor of Engineering/Technology or equivalent degree duly recognized by AICTE and on completion of 03 years regular service / experience in HPGCL/HSEB as Engineering Subordinates provided 3 year of service as engineering subordinate will be counted from the date when the engineering subordinate acquires AMIE/BE.

- (iv) Provided that in case of any confusion, with respect to qualification/validity of degree, decision / clarification given by AICTE will be final.

- (v) The Ranking list of eligible Engineering Subordinates shall normally be prepared on first day of January of each year and duly notified to all concerned.

- (vi) If a candidate is recruited as Engineering Subordinate having qualification of Bachelor of Engineering / Technology or equivalent degree duly recognized by AICTE, he will become eligible for promotion after attaining experience of 03 years as Engineering Subordinates in HPGCL/HSEB.

- (vii) If two or more candidates fulfill both conditions on the same date, their names in the Ranking List will be entered in accordance with their original seniority as Engineering Subordinates in the feeder cadre.

- (viii) In the case of Engineering Subordinates eligible from different cadre, their names in the Ranking List will be entered according to pay, preference being given to a candidate who was drawing a higher rate of pay in his previous appointment and if the rate of pay drawn are also same, then by the length of their service in the previous appointment and if the length of such service is also same, the employee elder in age shall be senior to the younger member.

- (ix) After preparing the tentative Ranking List in the above manner, objections shall be invited from all concerned and thereafter the final ranking list shall be notified and promotions shall be made accordingly.

- (ii) In case a Junior Engineer-I/Boiler Controller is eligible for promotion to the rank of Assistant Engineer under the share quota of 22½% meant for diploma holders as well as share quota of 12½% meant for degree holders, he/ she will be considered under quota of 12½% meant for degree holders for promotion.
- (iii) In case of members appointed by promotion under 80% of 22½% quota, 20% of 22½% quota and 12½% quota at the same time, their seniority shall be determined/arranged in order as 80% of 22½% quota, 20% of 22½% quota and 12½% quota.

10. PROCEDURE FOR RECRUITMENT BY DIRECT APPOINTMENT:-

- (i) Recruitment to the Service in the Corporation by Direct Appointment for the post of Assistant Engineer (Electrical) shall be made by inviting applications from eligible candidates through advertisement in newspaper/ any other means.
- (ii) The vacant posts of Assistant Engineer (Electrical) would be filled up on the basis of score of Graduate Aptitude Test in Engineering (GATE) examination and socio economic criteria as under:-

(a)	Weightage of GATE Score (The normalized GATE marks (out of 100) would be converted/sealed out of 80 Marks by multiplying with 0.8)	80 Marks
(b)	Socio economic criteria and experience	20 Marks
	Total of (a + b)	100 Marks

The marks for socio-economic criteria and experience are to be allocated as follow:-

(a)	If neither the applicant nor any person from among the applicant's family viz. father, mother, spouse, brothers, and Sons is, was or has been a regular employee in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/Authority of Government of Haryana or any other State Government or Government of India.	10 marks
(b)	if the applicant is:- (i) a Widow; or (ii) the first or the second child and his father had died before attaining the age of 42 years; or (iii) the first or the second child and his father had died before the applicant had attained the age of 15 years.	10 marks
(c)	If the applicant belongs to a de-notified tribe (Vimukt	10

	Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class.	marks
(d)	One mark for each year or part thereof exceeding six months of experience, out of a maximum of sixteen years, on the same or a higher post in any Department/ Board/ Corporation/ Nigam/ Company/ Statutory Body/ Commission/ Authority of Government of Haryana. No marks shall be awarded for any period less than six months.	(Maximum of 16 marks)

Note: No applicant shall be given more than 20 marks for socio-economic criteria and experience under any circumstances.

11. APPOINTMENT BY PROMOTION TO THE POST OF AEE / XEN / SE / CE:-

- (i) Appointment by promotion shall be made on the basis of seniority-cum-merit and suitability in all respects. No officer shall have any claim to promotion as a matter of right on the basis of mere seniority.
- (ii) A member of service shall not be eligible for promotion from Assistant Engineer to Assistant Executive Engineer and above until he has passed the Department Account Examination in full and Safety Code Test prescribed for Engineering Officers. No provisional promotion from Assistant Engineer to Assistant Executive Engineer shall be made on account of non passing of Safety Code Test and Department Account Examination in full with in 4 chances or extended chances.
- (iii) For promotion from Assistant Executive Engineer to Executive Engineer and from Executive Engineer to Superintending Engineer, the minimum qualifying period of service would be as under:-

Sr. No.	Promotion From	Minimum service experience required for promotion
1.	Assistant Executive Engineer to Executive Engineer	5 years as AE/AEE.
2.	Executive Engineer to Superintending Engineer	5 years as Executive Engineer and total 13 years service as AE/AEE/XEN in the Corporation.

- (iv) Suitability of Superintending Engineers for promotion to the rank of Chief Engineer shall be determined on the basis of seniority-cum-merit by the Board of Directors.

12. PROBATION:-

- I. (a) Officers appointed by direct recruitment on regular basis to any post shall remain on probation for a period of two years including one year training period and one year if appointed otherwise.

Note:- On successful completion of probation period in case of direct appointment, necessary order shall be issued by the appointing authority.

- (b) Service spent on deputation to a corresponding or a higher post, may be allowed by the Corporation to count towards the period of probation fixed under this Regulation.
- (c) The period of probation may be extended by the Corporation for such period as it may deem fit in the case of a member:-
- (i) whose work and/or conduct has, in the opinion of the appointing authority, is not satisfactory, or
 - (ii) who has not been able to pass the Departmental Accounts Examination and/or Safety Code Test in accordance with Rules/ Regulation for the said examination, prescribed for Engineering Officers of the corporation.

- II. During or on completion of the period of probation as extended from time to time, as the case may be, if the work or conduct of the member of the service is, in the opinion of the appointing authority, not satisfactory or he/ she has not been able to pass the Departmental Accounts Examination and Safety Code Test, the corporation may dispense with his/her services in the case of direct recruitment, or revert him/her to his/her former rank or post as the case may be, if appointed otherwise.

- III. An order passed in terms of para 12 (ii) above shall not be considered as a penalty within the meaning of the Haryana Civil Service (Punishment & Appeal) Rule, 2016, therefore, no Show Cause Notice (SCN) is required to be served to the Corporation Employee for dispensation/reversion on account of non-passing of Departmental Accounts Examination.

13. RESIGNATION:-

A member of the Service may, at any time, resign from the services of Corporation by giving prior notice of his intention to do so. The period of such notice shall be three months for Assistant Engineer and above. Failure to give such notice shall involve forfeiture of pay and allowance for the period of notice required.

14. TERMINATION OF SERVICE:-

Without prejudice to the provisions of Regulation-3 above, in the event of abolition of a post in the service at any time owing to administrative reasons, the corporation may dispense with the service of the junior most person in the cadre, if he was appointed to the service by direct appointment, after giving him three month's notice or revert him to his former rank or post or department, if appointed otherwise.

15. SENIORITY:-

- (i) The seniority inter-se of members of the Service in a particular rank viz Assistant Engineer, Assistant Executive Engineer, Executive Engineers, Superintending Engineers and Chief Engineers shall be determined by the date of their continuous appointment in that rank:-

Provided that in the case of members appointed by direct appointment, the order of merit, at the time of selection, shall determine the inter-se seniority in the rank to which direct appointment was made; and persons appointed as a result of an earlier selection shall be senior to those appointed on the basis of subsequent selection:

Provided further that in the case of two or more persons having the same marks at the time of selection, seniority shall be determined by age i.e. elder person in age will be placed above the younger.

- (ii) In the case of members of the service appointed by promotion, seniority shall be determined according to their inter-se seniority in the feeder cadre.
- (iii) In case of members of the service appointed by promotion under 80% of 22½% quota, 20% of 22½% quota and 12½% quota at the same time, their seniority shall be determined/arranged in order as 80% of 22½% quota, 20% of 22½% quota and 12½% quota.
- (iv) Inter se seniority of Direct Recruits & Promotees to the post of AEs will be determined on the basis of the date of their appointment/promotion to that post, subject to the provision to Sub-Regulation (i) above.
- (v) The member of the service appointed by transfer, who is already in the service of any other department of the State Government or the Central Government or Board or Nigam or Corporation or Government Company owned or controlled by the State Government or the Central Government, shall be placed at the bottom of the seniority list in that rank.
- (vi) If a member of the service who is appointed as Assistant Engineer by direct appointment shall be senior to all members of the service appointed as Assistant Engineer by promotion from the subordinate Class who may

be appointed to the Service after the appointment of any member by direct appointment in the same batch of selection.

(vii) If a member of the service who is appointed as Assistant Engineer by direct appointment and promotion at the same time, the seniority shall be determined/arranged in order as under:-

- A) 65% quota under Direct Quota
- B) 80% of 22½% quota under promotion quota
- C) 20% of 22½% quota under promotion quota
- D) 12½% quota under promotion quota

(i) If a member of the Service is promoted temporarily to a post earlier than his senior, for reasons other than the inefficiency of the senior person or his ineligibility for promotion, they will rank inter-se according to their relative seniority in the rank from which they were promoted.

16. PAY OF MEMBERS OF SERVICE:-

The members of the Service will be entitled to such scales of pay as may be authorized by the corporation from time to time. The scales of pay, at present in force, in respect of specified posts are given in Appendix- "A".

17. LEAVE, PENSION AND OTHER MATTERS:-

In respect of leave, pension and other cognate matter not expressly provided for in these regulations, the member of the Service shall be governed by such regulation as may have been or may hereafter be framed by the corporation.

18. DEPARTMENTAL ACCOUNTS EXAMINATION:-

(i) Members of the service shall be required to pass the Departmental Accounts Examination within two years or four chances whichever is later, from the date of his/her appointment/promotion as Assistant Engineer:

Provided that member of the service may be allowed four extended/mercy chances subject to the condition that he/ she will lose seniority as Assistant Engineer and his/her seniority would be fixed only after passing of Departmental Accounts Examination.

Chief Engineer/Administration will be competent to allow two extended chances on the request of the officer; the 3rd extended chance will be considered and allowed by the Whole Time Directors on the request of the officer strictly on his/her own/ dependent's medical ground or any other compelling family circumstances. Request for the last mercy chance will be considered and decided by the Board of Directors on merit, on case to case basis. No further

chance shall be allowed under any circumstance.

- (ii) If an Assistant Engineer fails to pass the Departmental Accounts Examination within the stipulated period of two years or four chances whichever is later, the increments falling due to him, on the expiry of that period, will be withheld and will not be granted with retrospective effect on his passing the examination and his probation period shall also be extended accordingly:

Provided that on passing the examination in extended chances, the member of the service will, with effect from the date on which the examination ended, be entitled to the rate of pay which would have been admissible to him, had his increment not been withheld on account of non passing of the examination.

- (iii) As and when the Departmental Accounts Examination is held, a member of the service shall be deemed to have availed the chance even though he/she may not have appear the examination. However, an examination held within six months of the date of appointment, shall not be counted towards the four chances referred to in sub-Regulation (i) above.
- (iv) Even after availing himself of all the chances permissible under Regulation 18 (i) referred above, if a member of the service fails to pass the Departmental Accounts Examination and has not been allowed extended chances in terms of clause—(i) above, the corporation may dispense with his service if he was recruited directly or revert him to his former rank or post if appointed otherwise, and such discharge from service or reversion, shall not be considered as a penalty within the meaning of the Haryana Civil Services (Punishment & Appeal) Rules, 2016.



Note:

- A. In case of reversion necessitated due to non-passing of the Departmental Accounts Examination, such an Assistant Engineer will not be debarred from appearing in the said examination. When he/she clears the examination as Engineering subordinates, his/her case of promotion will again be considered afresh in the batch of eligible candidates at the relevant time. Further, he/she shall not be entitled to the original seniority as Assistant Engineer in case he passes Departmental Accounts Examination in extended chances.
- B. The scope of Departmental Accounts Examination meant for Engineering officers is extended to the Engineering subordinates who are eligible for promotion as Assistant Engineer against quota posts. However, the number of chances availed by any Engineering

subordinates shall be counted only after his/her promotion to Assistant Engineer. However, if he/she has already qualified/cleared Departmental Accounts Examination while remaining Engineering Subordinate, he/she shall not be required to qualify them again.

Provided that a Junior Engineering subordinate shall not be entitled to claim promotion over another senior Engineering subordinates to him merely on the ground that he/she has passed the departmental Accounts Examination prior to his/her senior or the senior has not passed the said Examination.

19. VACCINATION:-

Every member of the service shall get himself vaccinated and re-vaccinated when the Corporation so directs by special or general order.

20. LIABILITY TO TRANSFER:-

Every member of the Service shall be liable to serve in any wing of the corporation, in or outside the State, as per the orders of the competent authority.

21. DISCIPLINE, PENALTY AND APPEAL:-

(i) In matters relating to discipline, penalties and appeals, the members of the Service shall be governed by the Haryana Civil Service (Punishment and Appeal) Rule, 2016 or Punishment & Appeal Regulation of HPGCL or as amended by the Board of Directors, HPGCL from time to time.

(ii) The punishing and the Appellate authorities shall be as per Appendix-'G'.

22. APPOINTING AUTHORITY:-

The Managing Director shall be the Appointing Authority for all ranks from Assistant Engineer up to the Superintending Engineer. For the post of Chief Engineer, the appointing authority shall be Board of Directors, HPGCL.

23. BRINGING POLITICAL OR OUTSIDE INFLUENCE TO FURTHER SERVICE INTERESTS:-

No person shall bring or attempt to bring any political or extraneous influence to bear upon any superior authority to further his/her interest in respect of matters pertaining to his/her service conditions under the Corporation.

24. GENERAL-

In all matters not expressly provided in these Regulations, the members of the Service shall be governed by the applicable Regulations framed by the Board of Directors from time to time and in the absence of such Regulations,

by the Haryana Civil Services Rules, 2016, or any Government instructions/rules duly adopted by the Corporation, as amended from time to time.

25. REPEAL AND SAVING:-

- (i) The Punjab State Electricity Board Service of Engineers (Electrical) Regulation, 1965 notified vide office order No. 35/REG-25A/PSEB dated 01.09.1965 (as applicable to HPGCL) as amended from time to time by erstwhile Haryana State Electricity Board or HPGCL, are hereby repealed:

Provided that anything done or any action taken under the Regulations so repealed shall be deemed to have been done or taken under the corresponding provisions of these Regulations;

Provided further that any proceedings initiated under the said Regulations & pending at the commencement of these Regulations, shall be continued and disposed of, as far as may be, in accordance with the provisions of these regulations, as if such proceedings were proceedings under these regulations.


- (ii) All powers, rights and remedies provided by these Regulations shall be in addition to and not in derogation to the provisions of such regulations as may be framed by the Board of Directors in exercise of the powers conferred under Section 179 of Companies Act, 2013 and Article 42 of the Articles of Association of HPGCL and all other enabling powers in this behalf.

26. POWER TO INTERPRET AMEND AND RELAX THESE REGULATIONS:-

The power to interpret, make addition, amend and relax these regulations shall vest with the Board of Directors, HPGCL whose decision thereon shall be final.

These regulations will be implemented from prospective effect and supersede all the instructions / guidelines issued earlier on the subject. These regulations will be subject to the decision of the Hon'ble court in the pending writ petition/civil suits if any.

This issues with the approval of Board of Directors, HPGCL in its 130th meeting held on 19.07.2022.



Chief Engineer/ Admn.
HPGCL, Panchkula.

Endst. No. Ch-66/HPG/Genl-147/6539

Dated 18.08.2022

A copy of the above is forwarded to the following for information and necessary action through e-mail/official website of HPGCL:-

1. All Chief Engineers in HPGCL
2. Controller of Finance/Controller of Accounts, HPGCL, Panchkula
3. Company Secretary, HPGCL, Panchkula.
4. All FA&CAO in HPGCL.
5. The Secretary, BBMB Chandigarh
6. All Dy. Secretaries in HPGCL.
7. All Under Secretaries in HPGCL.
8. XEN/IT for uploading on HPGCL website.
9. All concerned officers / officials.



Dy. Secy./Genl
for Chief Engineer/Admn.
HPGCL, Panchkula

Endst. No. Ch-66/HPG/Genl-147/6540

Dated: 18.08.2022

A copy of the above is forwarded to the following for information please:-

1. Managing Director, HVPNL, Panchkula.
2. Managing Director, UHBVN, Panchkula.
3. Managing Director, DHBVN, Panchkula.
4. ADGP-cum-Director/Vigilance, HPU, Shakti Bhawan, Panchkula.
5. Legal Remembrancer, HPU, Shakti Bhawan, Panchkula.


Dy. Secy./General
for Chief Engineer/Admn.
HPGCL, Panchkula

CC:-

1. Sr.PS to Managing/Director, HPGCL, Panchkula.
2. Sr. PS to Director/Generation, HPGCL, Panchkula
3. Sr. PS to Director/Technical, HPGCL, Panchkula
4. Sr. PS to Director/Finance, HPGCL, Panchkula

APPENDIX- "A"


(Referred to in Regulation – 3 & 16)

CADRE POSTS AND SCALE OF PAY

Name of the Post	Total No. of Posts (including BBMB)	Scale of pay as on Date
Chief Engineer	08	Rs. 128,900 – 219,600 (Level 15 of pay matrix)
Superintending Engineer	28	Rs. 123,600 – 210,300 (Level 14 of pay matrix)
Executive Engineer	157	Rs. 123,400 – 208,400 (Level 13 of pay matrix)
Assistant Executive Engineer	260	Rs. 53, 100 – 167,800 (Level 9 of pay matrix)
Assistant Engineer	275	Rs. 53, 100 – 167,800 (Level 9 of pay matrix)

Time Scales as under:-

Sr. No.	Name of the Post/Cadre	Pay Band	Level of Pay Matrix and First cell in the applicable level
1	2	3	4
4.	Assistant Engineer/ Assistant Executive Engineer	9300-34800 (entry level pay band)	FPL-9 (53100)
15600-39100 (after 5 years of regular satisfactory service as AE/AEE)		ACPL-14 (66800)	
37400-67000 (after 12 years of regular satisfactory service as AE/AEE)		ACPL-18 (123100)	


 Chief Engineer/ Admn.
 HPGCL, Panchkula.

APPENDIX "B"
(Referred to in Regulation – 8)

(TO BE RECEIVED IN THE OFFICE OF CHIEF ENGINEER/ADMN., HPGCL, PANCHKULA)

To

The Chief Engineer/Admn.,
Room No-201, 1st Floor
Urja Bhawan, Sector-6,
HPGCL, Panchkula.

Letter No.

Dated :

**Subject : OFFER OF APPOINTMENT OF ASSISTANT ENGINEER/ ELECTRICAL
– ACCEPTANCE THEREOF.**

Sir,

Kindly refer to your office Memo No.
dated on the subject noted above.

I accept the offer of appointment for the post of Assistant Engineer (Electrical) in the pay scale or as revised with allowances as may be granted by the Corporation from time to time on the terms and conditions of appointment as laid down in the letter under reference.

I further agree that my appointment shall be governed by the HPGCL Service of Engineers (Electrical) Recruitment Regulation, 2022 (as applicable to Corporation) as amended from time to time and other regulations as applicable to the service of the Corporation.

Thanking you,

Yours faithfully,

Name :

Address :

.....

.....

APPENDIX "C"
(Referred to in Regulation – 8)

BOND AGREEMENT

Know all men by these present that I _____ at present resident of _____ hereinafter called ("The Principal Party") and
(i) _____ S/o Shri _____ Resident of _____
(ii) _____ S/o Shri _____ Resident of _____
Sureties on behalf of Principal party do hereby jointly and severally bind ourselves and respective heirs, executors, administrators and legal representatives to pay to the Haryana Power Generation Corporation Limited (hereinafter called " The Corporation" which expression shall include its successors and assigns) on demand the entire amount paid in respect of Pay & Allowances etc. of the PRINCIPAL PARTY, plus expenditure incurred by the Corporation on the training for the period of one year and thereafter during the course of his absorption together with interest thereon from the date of demand @9% per annum.

Date This _____ whereas the above bounded PRINCIPAL PARTY has been appointed as Assistant Engineer by the Haryana Power Generation Corporation Limited has agreed to give him Technical Training on its costs for a period of 52 weeks or such period as may be decided by the Corporation, on completion of training.

Now, the condition of the above Written obligation is that in the event of the above bounded PRINCIPAL PARTY Shri _____ failing to continue his duty during the period of his training or leaving his job at any time during his training or within two years after successful completion of training as Assistant Engineer without the permission in writing of the Corporation, the Principal Party and Sureties shall forthwith refund to the Corporation as may be directed by the Corporation, the Principal Party Shri _____ in respect of his entire Pay & Allowances etc. and any other expenditure incurred by the Corporation together with interest thereon from the date of demand @9% per annum during the period of training and thereafter during the course of employment under the Corporation.

And under the above, bounded Principal Party Shri _____ and of S/Shri _____ the sureties aforesaid making such refund the above written obligation shall be void and of no effect otherwise it shall and remain in full force and virtue.

PROVIDED ALWAYS THAT the liability of the sureties hereunder shall not be impaired or discharged by reasons of time being granted or by any fore bearance, act or omission of the Corporation on any person authorized by it (whether with or without the consent or knowledge to sue the said Principal party before suing the above

bounded sureties (i) Sh. _____ S/o Shri
_____ and (ii) Sh. _____ S/o Shri
_____ or any of them for accounts be hereunder:-

IN WITNESS to the above written Bound and the condition thereof we have
hereunto set our hands this day _____ above bounded _____.

In the presence of _____
and delivered by the above Surety.

FIRST SURETY

Shri _____

In the presence of and delivered by
the surety above named _____
in the presence of.

SECOND SURETY

APPENDIX "D"
(Referred to in Regulation – 8)
CHARACTER CERTIFICATE

This is to certify that Sh./Smt./Ms. _____

S/o, D/o _____ R/o _____ is

known to me for the last five years and to the best of my knowledge and belief, he/she bears a good moral character.

He/She is not related to me.

I wish his/her all success.

(Signature)

Name :

Address :

APPENDIX-"E"
(Referred to in Regulation 8)

1. To be passed as fit for an appointment as an officer of the HPGCL Service of Engineers (Electrical), a candidate must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of the duties of his appointment.
2. In the matter of the correlation of age, height and chest girth, it is left to the Medical Authority to use whatever correlation figures are considered most suitable as a guide in the Examination of the candidates.
3. The candidate's height will be measured as follows:-

The candidate will remove his/her shoes and be placed against the standard with his/her feet together and the weight on the heels and not on the toes or outer side of the feet, will stand erect without rigidity, and with the heels, calves, buttocks and shoulders touching the standard, the chin will be depressed to bring the vertex of the head level under the horizontal bar, and the height will be recorded in inches and parts of an inches to quarters, No fixed limit of height is enforced.

4. The candidate's chest will be measured as follows:-

The candidate will be made to stand erect with his/her feet together and to raise his/her arms over his head. The tape will be so adjusted around the chest that its upper edge touches the interior angles of the shoulder blades behind, and its lower edge the upper part of the nipples in front. The arms will then be lowered to hand loosely by the side and care will be taken that the shoulders are not throw upwards or backwards so as to displace the tape. The candidate will then be directed to take a deep inspiration several times, and the minimum expansion of the chest will be carefully noted. The minimum and maximum will then be recorded in (cm) centimeter 82.5-87.5 etc as the case may be.

5. The candidate will also be weighed and his/her weight recorded in Kgs.
6. The candidate's eye sight will be tested in accordance with the following rules. The results of each test will be recorded:-

GENERAL EXAMINATION:

- A. Any disease.
- B. Colour Blindness.
- C. Night Blindness.
- D. Fundus Examination.
- E. IOP (Intra Ocular Pressure).

F. **VISUAL ACQUITY:** The examination to determine acquity of vision will include two test, one for distance and the other for near vision. Each eye will be examined separately.

No candidate will be accepted whose visual acquity falls below the following standard:-

	The one eye	The other eye
Distant vision without gasses (Hyperopia)	6/24	6/24
Corrected with glasses	6/6	6/12
Manifest Hyperopia	1.5	1.5
Near vision with or without glasses (Myopia)	+0.5	+1.0

7. The urine (passed in the presence of the examiner) should be examined and the result recorded.
8. The following additional points should be observed:-
 - (a) that the candidate's hearing in each ear is good and that there is no sign of disease of the ear;
 - (b) that his/her speech is without impediment;
 - (c) that his/her teeth are in good order and that he is provided, with dentures where necessary for effective mastication (well filled teeth will be considered sound)
 - (d) that his/her chest is well formed, and his chest expansion sufficient; that his heart and lungs are sound, and that his blood pressure is within normal limits;
 - (e) that there is no evidence of any abdominal disease;
 - (f) that he/she is not ruptured or undergone any surgical operation.
 - (g) that he/she does not suffer from any serve degree of hydrocele, varicocele, varicose veins or piles;
 - (h) that his/her limbs, hands and feet are well formed and developed and that there is free and perfect motion of all his joints;
 - (i) that he/she does not suffer from any inveterate skin disease.
 - (j) that there is no congenital malformation or defect;
 - (k) that he/she does not bear traces of acute or chronicle disease.
 - (l) that when person was last vaccinated. Record for last vaccination.

- (m) Mental health assessment by psychiatrist — If the person is mentally sound or not? Rule Out:
- A. Fits
 - B. Epilepsy
 - C. Insanity
 - D. Behavioral Disorder
 - E. Nervous Disorder.
- (n) Any Enlargement, of glands:
- A. Status of Thyroid.
- (o) In case of Female Candidate:- If it is found that she is pregnant of 12 weeks or over she should be declared temporarily unfit.
-

ATTESTATION FORM

Space for passport size
photograph

1.	Name in full (in block capitals with aliases, if any) (please indicate if you have added or dropped, at any stage, any part of your name or surname)	<u>SURNAME</u>	<u>NAME</u>
2.	Present address in full (i.e.) Village, Thana and District or House No. Lane/Street and Road.		
3. a)	Home Address in full (i.e.) Village, Thana and District or House No. Lane/Street and Road.		
b)	If originally a resident of Pakistan the address in that Dominion and the date of migration to Indian Union.		
4.	Particulars of places where you have resided for more than one year, during the preceding five years.		
	From	To	Residential address in full (i.e.) Village, Thana and District or House No. Lane/Street and Road.
5.	Father's name		
a)	Name in full (aliases, if any)		(a)
b)	Present postal address if dead, give last address		(b)
c)	Permanent Home Address		(c)
d)	Profession		(d)
e)	If in service, give designation and official address		(e)
6.	Nationality of		
(a)	Father		(a)
(b)	Mother		(b)
(c)	Husband		(c)
(d)	Wife		(d)
7.(a)	Exact date of birth as given in the Matriculation Certificate		(a)
(b)	Present Age		(b)
(c)	Age at Matriculation		(c)
(d)	Height		(d)
(e)	Chest		(e)
(f)	Mark of Identification		(f)
8.(a)	Place of birth, District and State in which it is situated ?		
(b)	District and Stage to which you belong ?		(b)
(c)	District and State in which property is held ?		(c)

9. (a) Are you a member of a Scheduled Caste/Tribe or Backward Class of Haryana ?

Answer 'Yes' State the Name (a) thereof.

(b) If member of a Scheduled Caste, state your religion/ Caste? If member of Backward Class, State your Caste.

10. Educational qualifications showing places of education with years in School and Colleges since 15th years of age.

Name of School/College with full address	Date of entering	Date of leaving	Examination passed.
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11. If you have at any time been employed give details :-

Designation of post held or description of work	Period	Full address of office/firm institution.	Detailed reasons for leaving the previous service.
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12. Are you an Ex-ESSCO or Ex-service-men or likely to be released? If so, state the rank (i) officer, (ii) Junior Commissioned Officer, and (iii) other rank besides indicating the dates of entry and release in the army.

13. Have you ever been convicted by Court of any offence? If the answer is yes, the full particulars of the convictions and the sentences should be given.

14. Name of two responsible persons of your locality or two references to whom you are known with full address.

15. Are you married? If so, please state number of living wives you have (This information is to be given by the male persons only).

It is certified that the foregoing information is correct and complete to the best of my knowledge and belief. I am neither suppressing any material information nor giving any false information.

Signature of Candidate

Date
Place

(Certificate to be signed by the Gazetted officer or member of Legislature or other

authority prescribed by the appointing authority)

Certified that I know Sh./Smt./Ms. _____
son/daughter of Sh. _____ for the last _____ years
_____ months and that to the best of my knowledge and belief the particulars
furnished by him/her are correct.

Signature
Designation or Status
and Address

Place
Date

Address in capital words on which the candidate desires further
information :

APPENDIX- "G"

(Referred to in Regulation 21)

Punishing and the Appellate authorities

Name of the Post in Electrical Cadre	Punishing Authority	1st Appellant Authority	2nd Appellant Authority
Director, Chief Engineer, Superintending Engineer, Executive Engineer, Assistant Executive Engineer and Assistant Engineer	Managing Director	Chairman	Board of Director



Chief Engineer/ Admn.
HPGCL, Panchkula.