



AN ISO: 9001, ISO: 14001 &  
ISO: 45001 COMPANY

**HARYANA POWER GENERATION CORPORATION LTD**

Regd. Office: C-7, Urja Bhawan, Sector-6, Panchkula  
Corporate Identity Number: U45207HR1997SGC033517

E-mail: [dsgenl@hpgcl.org.in](mailto:dsgenl@hpgcl.org.in)

Telephone No. 0172-5023426

Office Order No. 25 /CE/Admn.

Dated: 23 .02.2024

HPGCL is pleased to adopt the amendment issued vide memo no. 48/01/2008-6VIII dated 29.01.2024 regarding grant of Mileage Allowance for empanelled Inquiry Officers in continuation of State Govt. instruction dated 15.03.2022 regarding terms and conditions of empanelled Inquiry Officers.

This issues in pursuance to the decision taken by the Whole Time Directors, HPGCL in its 85<sup>th</sup> meeting held on 20.02.2024.

DA/As above.

*-Sd-*  
(Varun Kumar)  
Dy. Secy./Genl.,  
for Chief Engineer/Administration,  
HPGCL, Panchkula.

Endst. No. Ch- 21 /GB/HPGC-266(Vol-I)/ 8780

Dated: 23 .02.2024

A copy of the above is forwarded to the following for information and necessary action:-

1. All Chief Engineers in HPGCL.
2. Controller of Accounts / Finance, HPGCL, Panchkula.
3. Company Secy., HPGCL, Panchkula.
4. All FA & CAOs, HPGCL.
5. L.R., HPU, HPGCL, Panchkula.
6. XEN/FTPS, HPGCL, Faridabad.
7. All Dy. Secy./Under Secy./Admn. Officer in HPGCL.
8. XEN/IT, HPGCL, Panchkula. It is requested to host this office order on the website of HPGCL.

*Varun*  
(Varun Kumar)  
Dy. Secy./Genl.,  
for Chief Engineer/Administration,  
HPGCL, Panchkula.

CC:

1. OSD/Tech. to M.D., HPGCL, Panchkula.
2. SPS to Director/Technical-I, HPGCL, Panchkula.
3. SPS to Director/Technical-II, HPGCL, Panchkula.
4. SPS to Director/Finance, HPGCL, Panchkula.
5. PA to Chief Engineer/Administration, HPGCL, Panchkula.

No. 48/01/2008-6VIII  
Government of Haryana  
Chief Secretary's Office  
Vigilance Department

Chandigarh Dated the 29 January, 2024

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads of Departments in Haryana.
3. The Registrar General, Punjab and Haryana High Court, Chandigarh.
4. The Director General of Police, Haryana.
5. All the Divisional Commissioners in Haryana.
6. All the Deputy Commissioners in Haryana.
7. All the Managing Directors/Chief Administrators of Boards/Corporations/Public Undertakings in Haryana State.
8. All the Registrars of Universities in Haryana.

MD/HPGCL  
20/1/2024  
CE/Admn

Subject:- Terms and conditions of empanelled Inquiry Officers along with rate (s) of Honorarium and maintenance of record of Inquiry cases entrusted to them.

Sir/Madam,

I am directed to invite your attention to the subject cited above and to say that the matter regarding grant of Mileage allowance for empanelled Inquiry Officers was under consideration with the State Govt. and the same has been granted @ Rs. 16/- per kilometer with immediate effect for the actual distance covered by the Inquiry Officer from his/her residence to the official premises provided by the disciplinary authority to conduct enquiry.

2. After Para 8 of instructions No. 48/01/2008-3VII dated 15.03.2022 the following sub Para is added and the instructions is accordingly amended and shall be read as under:-

*"Mileage allowance shall be paid for the actual distance covered by the Inquiry Officer from his/her residence to the Official premises provided by the Disciplinary Authority concerned to conduct enquiry. If enquiry officer has to undertake travel for conducting enquiry other than the said official premises, then, he/she will obtain prior approval for the same from the Disciplinary Authority explaining the unavoidable circumstances."*

3. This issue with the concurrence for the Finance Department conveyed vide their U.O. No. 11/175/2023-1FR-23717, dated 23.11.2023.

Yours faithfully,

*[Signature]*  
Superintendent Vigilance-6VIII

CFMS/Diary No. 1517  
SPS/MD/HPGCL  
Dated 02/02/2024

698  
5/2/24  
XEN/General  
XEN/STRG  
XEN/Rectt.

*[Signature]*  
CE/Admn

AEE-2

*Vann*  
1 DAIRY NO. 10737  
2 DATE. 05.02.2024  
3 AEE/GENL - 1  
4 SUPDT/GENL  
5 DY. SUPDT/GENL  
6 ASSTT/GENL-(1)  
7 ASST/GENL-(2)