



HARYANA POWER GENERATION CORPORATION LIMITED

Regd. Office: Urja Bhawan, C-7, Sector- 6, PANCHKULA

(ISO: 9001, ISO: 14001 and OHSAS:18001 Certified Company)

Corporate Identity Number: U45207HR1997SGC033517

Website: www.hpgcl.org.in

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Tel. No. 0172-5022413

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Finance Section

Office Order No: 561/CAO/HPGCL/FIN-28

Dated 27.04.2026

Subject:- Grant of Interest free advance to Class-IV State Government employees for the purchase of wheat during the financial year 2026-27.

HPGCL is pleased to adopt the Government of Haryana, Finance Department order No. 46/1/2011/MM(6)/1557-1562, dated 16.04.2026 attached as per Annex. 'A', with respect to grant of an interest free advance of Rs. 27,000/- (Rs. Twenty-seven thousand only) to all Class- IV HPGCL employees who wish to buy wheat for their own/their families consumption during the financial year 2026-27 on the same terms and conditions as laid down in ibid order of the State Government.

The advance will be recoverable in monthly installments so as to effect its full recovery before the close of the financial year 2026-27. Full loan should be recovered before 31.03.2027.

The expenditure shall be debited to the GH-27.204 - Wheat Advance and the recoveries made may be credited to the same head.

This issue with the approval of Wholetime Directors, HPGCL.

DA/ As above

Pinky
27/04/2026
Sr. Accounts Officer/Finance,
for Chief Accounts Officer,
HPGCL, Panchkula

235
Endst. No. /CAO/HPGCL/FIN-28

Dated: - 27.04.2026

A Copy of the above is forwarded to the following for information and necessary action please.

1. All Chief Engineer's in HPGCL at Projects/Panchkula.
2. Company Secretary, HPGCL, Panchkula.
3. Chief Financial Officer, HPGCL, Panchkula
4. Chief Accounts Officer, HPGCL, Panchkula
5. All FA&CAO's in HPGCL at Projects/Panchkula.
6. L.R. HPU's, Shakti Bhawan, Panchkula.
7. Secretary, BBMB, Sector-19, Chandigarh.
8. All Deputy Secretaries / Under Secretaries in HPGCL.
9. Xen/IT, HPGCL, Panchkula with request to upload the same on HPGCL Website please.
10. All Sr.Accounts Officer/Accounts Officers in HPGCL.
11. PRO/LWO, HPGCL, Panchkula/PTPS, Panipat.

Pinky
27/04/2026
Sr. Accounts Officer/Finance,
for Chief Accounts Officer,
HPGCL, Panchkula

CC:

1. Sr. PS to Chairperson, HPGCL for kind information please.
2. Sr. PS to Managing Director, HPGCL for kind information please.
3. Sr. PS to Director/Finance, HPGCL for kind information please.
4. Sr. PS to Director/Technical-I, HPGCL for kind information please
5. Sr. PS to Director/Technical-II, HPGCL for kind information please.
6. Sr. PS to Director/Technical-III, HPGCL for kind information please.

No. 46/1/2011-WM(6)/1557-1562

From

The Additional Chief Secretary to Government Haryana,
Finance Department.

To

1. All the Head of the Departments.
2. All the Commissioners of Divisions in the State.
3. All Deputy Commissioners in the State.
4. All Sub Divisional Officers (Civil) in the State.
5. The Registrar, Punjab & Haryana High Court, Chandigarh.
6. All the District & Sessions Judges in the State.

Sr. AD/Fin.

16/4/26

17/04/26

AD/Fin.

17/4/26

Self finance

Dated Chandigarh, the 16th April, 2026

Subject: Grant of interest free advance to Class- IV State Government employees for the purchase of wheat during the financial year 2026-27.

Sir,

I am directed to say that the State Government has decided to grant an interest free advance of Rs.27,000/- (Rupees twenty seven thousand only) to all Class-IV State Government employees in the State who wish to buy wheat for their own/their families consumption during the financial year 2026-27. The advance will be recoverable in monthly instalments to be fixed by the Department concerned so as to effect its full recovery before the close of the financial year 2026-27. Full loan amount should be recovered before 31.03.2027.

2. The advance will be admissible to permanent/temporary Class-IV regular State Government employees only. The advance will be sanctioned by the Drawing & Disbursing Officers concerned. In the case of temporary employees, allow advance on the basis of a surety to their satisfaction so that it is fully secured and its recovery is ensured from the loanee before the close of the financial year 2026-27.

3. The following conditions should be complied with while sanctioning this loan:-

- i) A certificate must be obtained within one month from the date of drawal of the advance from the loanee to the effect that he/she has utilized the amount for the purchase for which it was drawn.
- ii) The officer concerned, before sanctioning the advance, should satisfy himself/herself that the incumbent official will continue in service until full recovery of the total amount of advance is affected.
- iii) These orders will cease to operate after 15th May, 2026.
- iv) The recovery of the first instalment of the advance should preferably be made from the pay for the month of May, 2026 paid in June, 2026.
- v) The advance should not be granted to those employees who are on deputation to other Government/Corporations and Local Bodies etc.
- vi) The advance will not be admissible to work charged/contingent paid staff/ daily wagers and contractual employees.
- vii) Where both husband and wife are employed, the wheat advance should be allowed to only one of them. In such cases, an undertaking will be submitted by officials concerned that his/her spouse will not claim the same.
- viii) In case of sanction of wheat advance to ineligible employee, the DDO concerned will be responsible and action will be initiated as per rules.

4. It is requested that the schedule of recoveries should be attached with each pay bill in the Proforma enclosed. It is also requested that the detailed accounts of the recoveries of the advance should be maintained by the Drawing and Disbursing Officers which should be reconciled with the office of the Accountant General (A&I), Haryana every month.

-278-

5. The expenditure incurred on grant of wheat advance may be communicated to the Finance Department (in Ways & Means Branch) by the Head of the Departments by 31.05.2026 positively in the enclosed Proforma.

6. The expenditure may be debited to the Major Head, "7610-Loans to Govt. Servants, etc-800- Other Advances-(99) Advances for purchase of Foodgrains (P-01-07-7610-51-800-99-51). The recoveries made may be credited to the corresponding Receipt Head i.e. "7610-Loans to Govt. Servants, etc-800- Other Advances-(99) Advances for Purchase of Foodgrains {7610-51-800-99-51(Receipt)}.

7. These instructions are also available on the website of Finance Department, Haryana i.e. www.finhry.gov.in.

Yours faithfully,

Chandjeet Kaur
16/4/26
Deputy Secretary, Finance.
for Additional Chief Secretary to Government Haryana,
Finance Department.

Endst. No. 46/1/2011-WM(6)/ 1563-1564

Dated Chandigarh, the 16th April, 2026

A copy is forwarded to the Principal Accountant General (A&F and Audit), Haryana, Chandigarh for information and necessary action.

1. The expenditure will be debited under Major Head "7610-Loans to Govt. Servants, etc-800- Other Advances-(99) Advances for purchase of Foodgrains (P-01-07-7610-51-800-99-51).

2. Detailed accounts of recoveries will be maintained by the Drawing and Disbursing Officers.

Chandjeet Kaur
16/4/26
Deputy Secretary, Finance.
for Additional Chief Secretary to Government Haryana,
Finance Department.

Endst. No. 46/1/2011-WM(6)/ 1565

Dated Chandigarh, the 16th April, 2026

A copy is forwarded to all Treasury Officers/Assistant Treasury Officers of Haryana and Chandigarh/Delhi with the request to entertain sanctions upto 15.05.2026. No bills should be passed after that. These instructions may be followed strictly. The payment made on the basis of the sanction issued by the Department concerned would be treated as payment authority in relaxation of Rule 4.113 of S.T.R. Vol.1.

Chandjeet Kaur
16/4/26
Deputy Secretary, Finance.
for Additional Chief Secretary to Government Haryana,
Finance Department.

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

1. Additional Chief Secretary & Financial Commissioner to Government Haryana, Revenue & Disaster Management Department.
2. All Additional Chief Secretaries/Principal Secretaries/Administrative Secretaries to Government Haryana.

Chandjeet Kaur
16/4/26
Deputy Secretary, Finance.
for Additional Chief Secretary to Government Haryana,
Finance Department.

1. The Additional Chief Secretary & Financial Commissioner to Government Haryana, Revenue & Disaster Management Department.
2. All the Additional Chief Secretaries/Principal Secretaries/Administrative Secretaries to Government Haryana.

Order No. 161/2011-WM(6)/1566-1567

Dated Chandigarh, the 16th April, 2026

A copy each is forwarded to the Chief Principal Secretary/Principal Secretary Additional Principal Secretary/Deputy Principal Secretary/Officers on Special Duty/Media Advisor/Political Advisor to Chief Minister, Haryana for information.

Chandigarh
16/4/26
Deputy Secretary, Finance.

for Additional Chief Secretary to Government Haryana,
Finance Department.

The Chief Principal Secretary/ Principal Secretary/ Additional Principal Secretary/ Deputy Principal Secretary/ Officers on Special Duty/ Media Advisor/ Political Advisor to Chief Minister, Haryana.

Order No. 161/2011-WM(6)-1568
Order No. 161/2011-WM(6)/1569-1571

Dated Chandigarh, the 16th April, 2026
Dated Chandigarh, the 16th April, 2026

A copy is forwarded to the following for information & necessary action:-

1. The State Election Commissioner, Haryana.
2. The Secretary to Governor, Haryana.
3. The Secretary, Haryana Vidhan Sabha.

Chandigarh
16/4/26
Deputy Secretary, Finance.

for Additional Chief Secretary to Government Haryana,
Finance Department.

Order No. 161/2011-WM(6)/1572-1573

Dated Chandigarh, the 16th April, 2026

A copy is forwarded to the following for information:-

1. The Special Senior Secretary to Chief Minister, Haryana.
2. The Special Senior Secretaries/Senior Secretaries/Secretaries/Private Secretaries to Ministers/Ministers of State in Haryana.

Chandigarh
16/4/26
Deputy Secretary, Finance.

for Additional Chief Secretary to Government Haryana,
Finance Department.

Order No. 161/2011-WM(6)/1574

Dated Chandigarh, the 16th April, 2026

A copy of the above is forwarded to Incharge, Computer Cell, Finance Department, Haryana for uploading the above instructions on the website of Finance Department i.e. www.inhry.gov.in

Chandigarh
16/4/26
Deputy Secretary, Finance.

for Additional Chief Secretary to Government Haryana,
Finance Department.

In-erna' Distributions:

1. Sr. Secy./ACSI
2. Secy./C&SE-II(AB)
3. Secy./C&SE-III(CGIR)
4. Secy./SSI(JSC)

PROFORMA

(Amount in Rupees)

Name of Department	Name of Office	Name of Drawing and Disbursing Officer and Designation	Amount of wheat advance granted to employees
1	2	3	4

PROFORMA
SCHEDULE OF RECOVERIES

(Amount in Rupees)

S. No.	Name & Designation of employees	Total amount of advance	Recoveries upto last month	Amount of advance recovered in this bill	Total amount recovered upto date	Balance	Remarks
1	2	3	4	5	6	7	8