



**HARYANA POWER GENERATION CORPORATION LIMITED**

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

Regd. Office: C-7, URJA BHAWAN, SECTOR-6, PANCHKULA.

Corporate Identity Number:- U45207HR1997SGC033517

website: [www.hpgcl.org.in](http://www.hpgcl.org.in) Email: [dsgenl@Hpgcl.org.in](mailto:dsgenl@Hpgcl.org.in)

HPGCL

Telephone No.0172-5023425

Fax No.0172-5022434

Office Order No. **114** /CE/Admn.

Dated:- **18** 08.2021

HPGCL is pleased to adopt the State Govt. instruction issued vide notification no. 7/28/2021-2GS-II dated 08.06.2021 (**Copy enclosed**) to grant Special e-gratia grant / Special Compassionate Financial Assistance to the families of employees working in HPGCL on regular basis or adhoc, temporary, work charged, daily wages, honorarium based, Guest Teacher, engaged under Outsourcing Policy Part-I and Part-II who expire while on Covid duty or dies due to COVID disease.

This issues in pursuance with the decision taken by Whole Time Directors, HPGCL, in circulation.

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

Endst. No. Ch-**118** HPGCL/GB-536 (Vol-I) **15064**

Dated:-**18** 08.2021

A copy of above is being forwarded to the following for information and further necessary action please.

1. All Chief Engineers in HPGCL.
2. The Sr. Consultant (Medicine), HVPNL, Panchkula.
3. Controller of Finance, HPGCL, Panchkula.
4. Controller of Accounts, HPGCL, Panchkula.
5. Company Secretary, HPGCL, Panchkula.
6. LR, HPU, Panchkula.
7. SE/FTPS, HPGCL, Faridabad.
8. All FAs & CAOs in HPGCL.
9. All Dy. Secy./Under Secy./Admn. Officers in HPGCL.
10. XEN/IT, HPGCL, Panchkula. It is requested to host this office order on the website of HPGCL.

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

CC:-

1. OSD/Tech. to MD, HPGCL, Panchkula.
2. SPS to Director/Generation, HPGCL, Panchkula.
3. SPS to Director/Finance, HPGCL, Panchkula.
4. SPS to Director/Technical, HPGCL, Panchkula.
5. PS to Chief Engineer/Admn., HPGCL, Panchkula.

No. 7/28/2021-2GS-II  
Government of Haryana  
General Administration Department  
(General Services-II Branch)

Dated : Chandigarh, the 8th June, 2021

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads of Departments and Commissioners of all Divisions in Haryana.
3. All the Managing Directors/Chief Administrators of Boards/Corporations in Haryana.
4. All the Deputy Commissioners of the State of Haryana.
5. The Registrars of all the Universities in Haryana

Subject : Awarding Special ex-gratia grant /Special Compassionate Financial Assistance to the families of Corona Warriors and employees who expire due to Covid disease.

Sir/Madam,

I am directed to invite your attention to Government notification issued vide No. 7/28/2021-2GS-II, dated 8<sup>th</sup> June, 2021 (copy enclosed) and to say that State Government has decided to grant Special Compassionate Financial Assistance to the eligible family member(s) of an employee working on regular basis or adhoc, temporary, work charged, daily wages, honorarium based, Guest Teacher, engaged under Outsourcing Policy Part I and Part II who dies while on active Covid Duty, especially related to management of Covid or maintenance of essential services or dies due to Covid disease, as per provisions contained in the notification enclosed herewith.

2. This notification may please be brought to the notice of all concerned for strict compliance.

DAIRY NO. 4403

DATE 19.07.2021

AEE/GENL - II *gr*

SUPDT./GENL.

DY. SUPDT./GENL.

ASST T. 1/GENL. *Purwar*

ASST T. 2/GENL. *g*

DS/GENL.

Yours faithfully,

*Rakosh*  
Deputy Secretary, General Administration,  
for Chief Secretary to Government Haryana *SK*

Endst. No. 7/28/2021-2GS-II

Dated: Chandigarh, the 8<sup>th</sup> June, 2021

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

1. Principal Accountant General, Haryana (Audit) (A&E), Chandigarh.
2. All the Treasuries Officers in Haryana.

Memo No. 4391

Dated 19.7.21

DS/Estt.

US/NGE

DS/General

DS/T&M

XEN/HR&TRG

XEN/Rectt.

*Wachra*  
CC/Admn.

*Rakosh*  
Deputy Secretary, General Administration,  
for Chief Secretary to Government Haryana *SK*

No. 7/28/2021-2GS-II  
Government of Haryana  
General Administration Department  
(General Services-II Branch)

Dated : Chandigarh, the 8<sup>th</sup> June, 2021

NOTIFICATION

**Subject :** Awarding Special ex-gratia grant /Special Compassionate Financial Assistance to the families of Corona Warriors and employees who expire due to Covid disease.

Covid-19 is a State Disaster as per Section 2(d) of Disaster Management Act, 2005 and the State Government has mobilised the entire State machinery and resources at its disposal to combat the situation arising due to the outbreak of Covid-19. A large number of Covid Warriors comprising regular employees, ad hoc, temporary, work charged, daily wages, honorarium based and persons engaged under Outsourcing Policy Part I and Part II are working day and night risking their lives to provide urgent medical treatment and other support services to the affected population and to enforce restrictions to ensure the containment of the pandemic.

2. The Governor of Haryana in exercise of power conferred under Article 309 of the Constitution of India is pleased to provide a safety net to the families of employees as Special Compassionate Financial Assistance as under :-

- (1) **In case of death of Corona Warriors on Covid Duty:** In case of death of an employee working on regular basis or ad hoc, temporary, work charged, daily wages, honorarium based, Guest Teacher, engaged under Outsourcing Policy Part I and Part II while on active Covid Duty, especially related to management of Covid or maintenance of essential services, the eligible family member(s) shall be paid Special Compassionate Financial Assistance of Rs. 20.00 lakh, posthumously.
- (2) **In case of death of employees due to Corona disease:**
  - (i) In case of death of a Government employee working on regular basis in any Department of Haryana Government by contracting the Covid disease, his/her family shall be paid a Special Compassionate Financial Assistance of Rs. 5.00 lakh, posthumously.
  - (ii) In case of death of a person while working on ad hoc, temporary, work charged, daily wages, honorarium based, Guest Teacher, engaged under Outsourcing Policy Part I and Part II occurs due to Covid

disease, his/her family shall be paid Special Compassionate Financial Assistance of Rs. 5.00 lakh, posthumously in place of Compassionate Financial Assistance of Rs. 3.00 lakh admissible under GAD's instructions dated 27.11.2014/28.07.2016.

- (3) The Special Compassionate Financial Assistance of Rs. 20 lakh admissible under para 2(1) above or Rs. 5 lakh under para 2 (2)(i) above admissible to the families of deceased employees working on regular basis shall be in addition to the benefit admissible under Ex-gratia Policy, 2019 notified vide No. G.S.R.32/Const./Art. 309/2019, dated 2<sup>nd</sup> August, 2019.
- (4) The definition of 'Family' for the purpose of Special Compassionate Financial Assistance shall be the same as defined in Ex-gratia Policy, 2019.
- (5) If any financial assistance or grant is admissible to the family of deceased Corona Warrior or employee under Covid-19 related any other Scheme of a Department/Board/Corporation of any State Govt. or Govt. of India, then the amount of Special Compassionate Assistance admissible under this notification shall be reduced to that extent.
- (6) The family of deceased employee/person shall submit an application in the prescribed form, as at Annexure-A, along with the death certificate, copy of report of Death Audit Committee of concerned Hospital/Medical Institution chaired by the Civil Surgeon of the District along with other documents to the concerned Head of Office which will be examined by him and forwarded to the Head of Department for further necessary action.
- (7) The application(s) received in the office of Head of Department shall also be examined by them before forwarding the same to the Administrative Department concerned. Thereafter the matter shall be referred to the Finance Department by the Administrative Secretary with their recommendations.
- (8) After the approval of Finance Department, the sanction shall be issued by the Administrative Secretary concerned. The payment of Special Compassionate Financial Assistance may be made by the concerned Head of Office/D.D.O. from the Haryana Covid Relief Fund (HCRF) or State Sources.
- (9) This notification shall be applicable w.e.f. 1<sup>st</sup> March, 2021 and cases prior to this date shall not be opened. The concurrence of Finance Department has been obtained vide UO No. 5/19/2021-5FR/217240, dated 4<sup>th</sup> June, 2021.

**Application Form for  
Special Compassionate Financial Assistance on account of death due to  
Covid-19**

1	Name	:	
2	Date of Birth	:	
3	Date of joining service:		
4	Date of deployment order for Covid-19 duty (enclosed copy)		
5	Date of detection of Covid-19		
6	Date of death due to Covid-19 infection (Enclose copy of report of Death Audit Committee of concerned Hospital/Medical Institution, chaired by Civil Surgeon concerned).		
7	Designation/Post last held :		
8	Office/Department last held:		
9	Amount of Special Compassionate Financial Assistance admissible :		Rs. 5 lakhs or Rs. 20 lakhs
10	Any other grant/financial assistance sanctioned to the family members under any other Scheme pertaining to Covid-19		
11	Detailed information regarding dependents of deceased employee		
	<b>Serial Number</b>	<b>Name</b>	<b>Relation</b>
		<b>Date of Birth</b>	<b>Proof of Date of Birth</b>
		<b>Monthly Income from any source</b>	<b>Married/ Unmarried</b>
		<b>Aadhar No.</b>	
	1		
	2		
	3		
	4		
	5		
12	Person(s) to whom the compassionate financial assistance is payable :		Paste passport size attested photo
13	Relation with the deceased employee:		

14	Permanent Address	
15	Corresponding Address	
16	Name of the Bank Bank Account No. IFSC Code Branch Address	
17	Any other information	

Place:

Date:

Signature of the applicant

**To be furnished by the Head of Office**

Comments regarding eligibility of compassionate financial assistance :

Place:

Date:

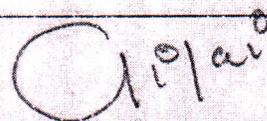
Signature of the Head of Office

**Recommendations of Head of Department concerned**

Place:

Date:

Signature of the Head of Department

**Recommendations of the Administrative Secretary concerned**


(Vijai Vardhan)

Chief Secretary to Government, Haryana.