



HPGCL

HARYANA POWER GENERATION CORPORATION LIMITED
(ISO: 9001, ISO: 14001 and OHSAS:18001 Certified Company)
Regd. Office: Urja Bhawan, C-7, Sector- 6, PANCHKULA
Corporate Identity Number: U45207HR1997SGC033517
Website: www.hpgcl.gov.in
Fax 0172-5023480
Telephone No. 0172-5022446/5022413



From

Chief Accounts Officer
Examination Cell,
HPGCL, Panchkula

To

1. All Chief Engineers in HPGCL.
2. Company/Secretary, HPGCL, Panchkula.
3. All FA & CAOs in HPGCL.
4. SE/FTPS, HPGCL, Faridabad.
5. L.R/HPUs, Panchkula.
6. Secretary, BBMB, Madhya Marg, Sector-19, Chandigarh
7. All Deputy Secretary/Under Secretary/Admn., Officer in HPGCL.

Memo No. Ch- 2976 / CAO/HPGCL/Exam/UDC-III

Dated: 23.08.2021

Subject: - Notification for conducting Departmental Accounts Examination for Ministerial Establishment to be conducted on Outsource Basis through Punjab University, UIAMS, Chandigarh for Haryana Power Utilities.

Please refer to letter memo no. Ch-7/HPTI-392 dated 18.08.2021 received from Director Principal, HPTI, Panchkula vide which it has informed that the Punjab University would conduct the Departmental Accounts Examination for Ministerial Establishment tentatively during the months of October, November or December, 2021 " if the normal conditions ~~to Covid-19~~ prevail".

In this regards, it is intimated that the performa of application form for appearing in Departmental Accounts Examination for Ministerial Establishment has been upload on HVPNL website (www.hvpln.org.in) and same can be downloaded from the ibid site. It is requested to arranging application forms of the eligible candidates who intend to appear in Departmental Accounts Examinations. The particulars given by the candidates in his/her application as per prescribed Performa (Annexure-I) be got verified from their services records by the competent Authority working under your control. The application forms complete in all respect of eligible candidates along with soft copy of the candidates may kindly be sent to this office through the Cadre Controlling Authority, latest by 15.09.2021, So as to enable this office to forward the same to Panjab University well in time.

Further, it is also intimated by Director Principal, HPTI that the registration is mandatory for appearing in Departmental Accounts Examination of all candidate. If any candidate fails to provide registration number in application form, Roll. No. will not be issued. However, if candidates are applying first time for Departmental Accounts Examination or not applied till date then in addition to application form for appearing in Departmental Accounts Examination candidate have to submit duly filled up and signed application form (Annexure-II) with registration application form (Annexure-III) along with supportive documents to this office immediately through cadre controlling authority.

It is also informed that:-

1. Application forms sent directly to this office **will be rejected without any communication/back reference.**
2. No application will be accepted by this,office after last date (i.e. 10.09.2021).
3. The applications on the prescribed performa received through Cadre Controlling Authority/Competent Authority shall only be accepted

This is for your kind information and further necessary action in the matter please.

Jinky 23/08/2021
Accounts Officer/Exam,
For Chief Accounts Officer,
HPGCL, Panchkula.

CC to:

1. Sr. PS to Managing Director, HPGCL, Panchkula for kind information please.
2. Sr. PS to Director/ Generation, HPGCL, Panchkula for kind information please.
3. Sr. PS to Director/ Finance, HPGCL, Panchkula for kind information please.
4. Sr. PS to Director/ Technical, HPGCL, Panchkula for kind information please.
5. PA to COA, HPGCL, Panchkula for kind information please.
6. PA to CAO, HPGCL, Panchkula for kind information please.
7. Xen/IT, HPGCL, Panchkula. It is requested to upload the above notification along with **Annexure-I,II & III on HPGCL Website today positively.**



HVPN POWER TRAINING INSTITUTE

Director Principal HPTI,
HPTI Complex, Sector-26, Panchkula.
Telephone No: 0172-2582150
GSTIN:06AAATH7060D1Z0
E-mail: dphpti@gmail.com , hptipanchkula@gmail.com



To

1. The Chief Engineer/Admin, HVPNL, Panchkula
2. The Chief Engineer/Admin, HPGCL, Panchkula
3. The Chief Engineer/Admin, DHBVN, Hisar
4. The CE/Admin, UHBVN, Panchkula
5. The CE/OP, UHBVN, Rohtak
6. The Chief Accounts Officer, HPGCL, DHBVNL, Panchkula/Hisar

Memo No. Ch 07/HPTI-392

Dated. 18.08.2021

Sub:- Notification of Departmental Accounts Examination for Ministerial Establishment for all Haryana Power Utilities to be conducted on outsourced basis through UIAMS, Panjab University, Chandigarh

It is informed that, as per memorandum of understanding (MoU) signed on dated 05.08.2013 between UIAMS, Panjab University, Chandigarh & HVPN Power Training institute and this office order no. 56/HPTI-344 dated 12.02.2020, the Departmental Accounts Examination for Ministerial Establishment was to be conducted by UIAMS, Panjab University, Chandigarh tentatively in the month of March/april, 2021. But due to Covid-19 Pandemic, Departmental Accounts Examination for ministerial cadre could not be conducted.

Now, UIAMS, Panjab University, Chandigarh has informed that "tentatively we can plan the conduct of above Exams during the months of October, November or December, 2021 if the normal conditions prevail" (**Copy Enclosed**).


It is therefore, requested to issue necessary directions to the concerned offices for arranging application forms of the eligible candidates who intent to appear in Departmental Accounts Examination for Ministerial Establishment. The particulars given by the candidates in his/her application as per prescribed Performa be got verified from their service record by the competent Authority (CE/Admin UHBVN (Head Office), CE/OP, UHBVN (Field), Panchkula/Rohtak, SE/Admin-I, HVPNL (Head Office) & SE/Admin-II, HVPNL (Field), CAO/HPGCL/DHBVNL). The application forms complete in all respect of eligible candidates along with soft copy of list of total candidates may kindly be sent to this office through Cadre Controlling authority, latest by 15.09.2021, so as to enable this office to forward the same to UIAMS Panjab University Chandigarh well in time.

Moreover, the important information regarding the Departmental Accounts Examination for Ministerial Establishment is as under:-

1. Last date of submission of application form of candidates through competent authority is 15.09.2021. No application will be accepted after last date.
2. The applications on the prescribed Performa (**Annexure-I**) received through Cadre Controlling Authority/ Competent Authority (CE/Admin UHBVN (Head Office), CE/OP, UHBVN (Field), Panchkula/Rohtak, SE/Admin-I, HVPNL (Head Office) & SE/Admin-II, HVPNL (Field), CAO/HPGCL/DHBVNL). shall only be accepted and applications sent directly to this office will be rejected straightway without any communication/ back reference.
3. Roll Number and Date sheet of the candidates will be supplied subsequently.
4. Registration is mandatory for appearing in Departmental Accounts Examination of all candidates. If any candidate fails to provide registration number in application form, Roll No. will not be issued. However, if candidate is applying first time for Departmental Accounts Examination or not apply till date, then in addition to application form for appearing in Departmental Accounts Examination for Ministerial Establishment, candidate have to submit duly filled up and signed application form (**Annexure-II**) with registration application form (**Annexure-III**) along with supportive documents and two attested passport size photographs to this office immediately through Cadre Controlling Authority/ Competent Authority (CE/Admin UHBVN (Head Office), CE/OP, UHBVN (Field), Panchkula/Rohtak, SE/Admin-I, HVPNL (Head Office) & SE/Admin-II, HVPNL (Field), CAO/HPGCL/DHBVNL).

This issue with the approval of the Director Principal, HPTI, Panchkula.

DA/ Annexure- I, II & III


Administrative Officer
HPTI, Panchkula.

CC:-

1. The Chief Co-ordinator, UIAMS (Exam wing), Panjab University, Chandigarh

Continued

2. The Superintending Engineer/ Admn.-I & Superintending Engineer/ Admn.-II, HVPNL, Panchkula.
3. The Controller of Examination Cell, HPGCL, Panchkula.
4. The XEN/ITMS, HVPNL/ UHBVNL/ HPGCL/ DHBVNL Panchkula/ Hisar for hosting the same on their website.
5. SPS to President, HPTI-cum-Managing Director, HVPNL, Panchkula for kind information of the President HPTI-cum-Managing Director, HVPNL, Panchkula.
6. SPS to Managing Director, HPGCL, Panchkula for kind information of the Managing Director, HPGCL, Panchkula.
7. SPS to Managing Director, DHBVNL, Hisar for kind information of the Managing Director, DHBVNL, Hisar.
8. SPS to Managing Director, UHBVNL, Panchkula for kind information of the Managing Director, UHBVNL, Panchkula.
9. The Under Secretary/ GA, HVPNL, Panchkula.
10. PA to Director Principal, HPTI Panchkula for kind information of Director Principal, HPTI, Panchkula.

Haryana Power Utilities

APPLICATION FOR APPEARING IN THE DEPARTMENTAL ACCOUNTS EXAMINATION FOR MINISTERIAL ESTABLISHMENT TENTATIVELY TO BE HELD IN THE MONTH OF October, November or December, 2021.

1	a) Full Name of the candidate (In Block letters)			
	b) Registration Number (MANDATORY)			
	c) Designation			
	d) Office Address			
	e) Mobile No.(Personal)			
	f) Telephone No.(Office)			
	g) E-mail ID (Personal)			
2	Date of Birth			
3	Father's Name			
4	Date of Joining the Nigam on regular basis with name of post			
5	Post in which officiating at present & date from which officiating .			
6	Name of office/Company in which employed			
7	Name of Divn./Orgn./Company			
8	a. Number of attempts/chance of examination availed by the candidates so far			
	b. Month year and Roll No. of candidate in which he/she mentioned in Col-8(a)			
9	Paper exempted if any (enclosed the photocopy of result vide which the candidates obtain exemption)	Month & Year of examination	Roll No.	Paper Exempted
10	Paper in which the applicant want to appear now.			
11	Date of application			

Note: - Candidates are advised to furnish the information complete in all respect. In case of Incomplete Information particularly at serial no.1, 8 & 9 application will not be accepted. The claim w.r.t exemptions, is required to be supported with previous result's complete details. In absence of full details, the result of the candidate may be withheld or may get altered. Consequences in such will be to candidate account.

ICertified that the result of DAE for MINISTERIAL ESTABLISHMENT to be held tentatively in the month of October, November or December, 2021. and declared by the UIAMS Panjab University, Chandigarh will be acceptable to me. However the Candidate can apply for verification of Answer Sheets (i.e. Verification of the mistakes in the totaling of marks only) after the declaration of the result within the permissible period. After that any request for the verification of the result will not be considered.

Signature of the applicant

Endst. No.....

Dated:-.....

Forwarded in original to the O/o Vice Principal HPTI, Sec-26 Panchkula through Cadre Controlling Authority for further necessary action. It is certified that Sh./Smt.....is working in this office and the particulars filled up in the application form have been certified from his/her service book. His/her name is recommended for appearing in the said examination being an eligible candidate as per Regulations/Instruction.

Signature with office seal
(Not below the rank of SEN/Under Secy.)

Haryana Power Utilities**APPLICATION FOR REGISTRATION IN HPTI FOR DEPARTMENTAL ACCOUNTS EXAMINATION.**

1	a) Full Name of the candidate (In Block letters)	Recent Passport Size Photograph		
	b) Designation			
	c) Office Address			
	d) Mobile No.(Personal)			
	e) Telephone No.(Office)			
	f) E-mail ID (Personal)			
2	Date of Birth			
3	Father's Name			
4	Date of Joining the Nigam on regular basis with name of post			
5	Post in which officiating at present & date from which officiating.			
6	Name of office/Company in which employed			
7	Name of Divn./Orgn./Company			
8	a. Number of attempts/chance of examination availed by the candidates so far			
	b. Month year and Roll No. of candidate in which he/she mentioned in Col-8(a)			
9	Paper exempted if any (enclosed the photocopy of result vide which the candidates obtain exemption)	Month & Year of examination	Roll No.	Paper Exempted
10	Remaining Papers in which the applicant wants to appear.			

Note:- Candidates are advised to furnish the information complete in all respect. Information particularly at serial no.8 & 9, w.r.t. exceptions claimed, is required to be supported with previous result's complete documentary evidence. In case of wrong information supplied by the candidate departmental action as deemed fit will be initiated by respective Power Utility.

ICertified that the information furnished above is correct.

Signature of the applicant

Endst. No.....

Dated:-.....

Forwarded in original to the O/o Vice Principal HPTI, Sec-26 Panchkula through Cadre Controlling Authority for further necessary action. It is certified that Sh./Smt.....is working in (Power Utility) and the particulars filled up in the application form have been certified from his/her service book. His/her name is recommended for REGISTRATION Number for appearing the examination being an eligible candidate as per Regulations/Instruction.

Signature with office seal
(Carder Controlling Authority)

Haryana Power Utilities

APPLICATION FOR REGISTRATION IN HPTI FOR DEPARTMENTAL ACCOUNTS EXAMINATION.

1	Full Name of candidate			Recent Passport Size Photograph
2	i. Company in which employed			
	ii. Name of office			
3	Designation			
4	Date of Birth			
5	Father's Name			
6	Date of Joining the Nigam on regular basis with name of post			
7	Paper exempted	Paper exempted	Roll No.	Month & Year of Examination

**Vice Principal
HPTI,Panchkula**