

**OFFICE ORDER**

Consequent upon the selection in the counseling conducted by the Department w.e.f. 08.07.2024 to 12.07.2024 at State Health and Family Welfare Training Centre, Parimahal, Shimla-171009 on the recommendation of the scrutiny committee of Dte. Health and Family Welfare, HP. The following candidates are hereby offered appointment to the post of Medical Laboratory Technician Gr-II through **Batchwise basis from waiting panel** purely on contract basis, initially for a period of one year in the institution as shown against each on fixed contractual emoluments of ₹ 17820/- per month, in Level-8 Cell-1 of the pay matrix, as per Rule 3(j) of the HP Civil Services (Revised Pay) Rules, 2022 subject to the conditions that the joining shall be considered upto 15 days i.e 17.02.2025, in the public interest, on the following terms and conditions:-

Sr. No	Roll No.	Name & Address of Candidates	Regd. No. in Employment / sub-employment Exchange and valid upto	Date of Birth	Category (subcategory) & selected	Year/ Month/ Date of Passing the Degree BSc (MLT)	Registration No of Degree in HPP MC and valid upto	Place of posting
1	59	Kumari Promila D/o Tulsi Ram W/o Sh. Rajeev Kumar VPO Chamiana Tehsil Sujapur Distt. Hamirpur HP-176111 No-9817765080	20071521007 Aug.-2024	12.07.1984	GEN	Sep-09	8498 Nov.-2025	AIMSS Chamiana Distt. Shimla

1. She will be paid a fixed contractual amount @ Rs. 17820/- per month.
2. The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory. In case the contract appointee is not satisfied with the termination orders issued by the Appointing Authority, he/she may prefer an appeal before the Appellate Authority who shall be higher in rank to the Appointing Authority, within a period of 45 days, from the date on which a copy of termination orders is delivered.
3. She will be entitled for one day's causal leave after putting in one month service. A female contract appointee with less than two surviving children may be granted maternity leave for 180 day. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of number of surviving children) during the entire service, in case of miscarriage including abortion on production of Medical certificate issued by the authorized Government Medical Officers. However, he/she will also be entitled for 10 days Medical Leave and 05 days Special Leave. He/she shall not be entitled for Medical reimbursement and LTC, etc. No. leave of any kind except above is admissible to him/her.
4. Unauthorized absence from duties without approval of the controlling officer shall automatically lead to the termination of the contract agreement. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond their control on medical grounds, such period shall not be excluded while considering their control on medical grounds, such period shall not be excluded

while considering their case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. However, he/she shall not be entitled for contractual amount for this period of absence from duty.

5. She will submit a certificate of his/her fitness from the Chief Medical Officer/ Medical Superintendent Hospital.
6. She will be entitled to TA/DA, if required to go on tour in connection with the official duties, at the same rate as applicable to regular counterpart officials at the minimum of pay scale.
7. Provisions of service rules like FR, SR, Leave Rules, GPF Rules, Pension Rules, & Conduct Rules, etc. as are applicable in case of regular employees will not be applicable in his/her case.
8. No travelling allowance will be paid to them for joining duties in posting station.
9. They shall have to produce an affidavit to the effect that there is no court case/criminal/vigilance or appeal thereof pending for adjudication of any Court of Law in or outside the state of Himachal Pradesh against them.
10. In case, the contract appointee do not report for duty within the stipulated time period to the allotted station or brought outside influence for change of station, in that event offer of appointment will stand automatically cancelled.
11. In rare and exceptional circumstances if a contractual employee is transferred to another station/cadre/establishment on his/her own request with the approval of the competent authority, he/she shall be treated as fresh appointee in the new station/cadre/establishment and the services rendered on contract basis in the earlier cadre/establishment on appointment/transfer to another station /cadre/establishment will not be counted for regularization purposes and for any other financial benefits. The contract appointee will be treated as fresh appointee for all intents and purposes.
12. The services of the incumbents appointed on contract basis will be regularized once in a year as per provisions of instructions issued by the Department of Personnel vide letter number PER(AP)-C-B(2)-2/2015 Dated 2/12/2023 and any amendment issued from time to time, in future.

If, the offer of appointment, on the above terms and conditions is acceptable to the above named candidates, they may report for duty in the concerned institutions within 15 days positively. **They are further directed to execute the enclosed Contract Agreement and affidavit as stipulated in condition No. 9 above on the stamp paper on Rs. 10 (Ten Rupees).**

**The appointment shall be considered provisional till the verification of character and antecedents, which will be carried out on the basis of self-declaration (Copy enclosed) form submitted by the candidates at the time of joining duties, certifying therein that all facts and detail given are correct. In case, character and antecedents of the candidates are not found verified or any false information is given by the candidates in self-declaration, the provisional appointment will be cancelled forthwith and criminal/ legal action will be taken as a consequence.**

These orders are available on the website [www.hphealth.nic.in](http://www.hphealth.nic.in)



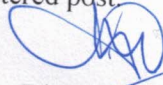
Director Health Services  
Himachal Pradesh.

Endst. No. As Above. Dated: Shimla-171009, the  
Copy forwarded for information and necessary action to:

1. The Secretary ( Health) to the Govt. of Himachal Pradesh.
2. The Labour Commissioner-Cum- Director of Employment, Himachal Pradesh, Shimla-01.
3. The Director of Medical Education and Research, HP.
4. The Principal, AIMSS Chamiana Distt. Shimla, HP.
5. The Secretary, HP Allied Health Care Council, IGMC Shimla, HP.
6. **The Head of the Institution concerned with the direction that before accepting the joining of the candidate, Attested copies of educational qualification certificate, Character Certificate, Bonafide Himachali Certificate, Certificate to this effect the he/ she belongs to**

SC/ST/OBC/EWS/SPORTS/WFF/EXM/WEXM /BPL category (Sub-category), declaration be taken from the candidate and the character and antecedents/Batch/ qualification and other certificates of the candidate be got verified within six months from the concerned Institution/ Board / University from which he / she have completed their educational qualification and the report and findings be sent to this Directorate. *The Minimum Educational Qualification Certificate i.e. (a) Should have passed 10+2 (with science) from a recognized Board of School Education. (ii) B. Sc. Medical Laboratory Technology/ B.Sc. Medical Technology Laboratory/ B.Sc. Medical Technology (Laboratory)/ B.Sc. Medical Laboratory Sciences/ B.Sc. in Medical Laboratory Technology(Lateral) from a recognized university or an Institution affiliated to a recognized University. (iii)Should be registered with HP Paramedical Council for the above qualification.* The duly attested copies of the certificates be kept in the personal file for office record after due verification and sent joining/non joining report within 7 days from the date of joining through mail/E-Mail([dirhealthdhs@gmail.com](mailto:dirhealthdhs@gmail.com)) otherwise the joining will be treated incomplete

7. The District Employment Officer, Hamirpur, HP.
8. The Superintendent, Medical -V, H&FW (IT Cell ) to upload the order in the Departmental Website.
9. The Candidate concerned on above given address through registered post
10. Guard File.



Director Health Services  
Himachal Pradesh

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**Form of contract /agreement to be executed between the Medical Laboratory Technician Gr-II and the Government of Himachal Pradesh through Director, Health Services, Himachal Pradesh.**

This agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ between

Sh./Smt. \_\_\_\_\_ S/o/D/oShri. \_\_\_\_\_ R/o \_\_\_\_\_

Contract appointee (hereinafter called the FIRST PARTY), and the Governor, Himachal Pradesh through Director, Health Services, Himachal Pradesh (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a.....on contract basis on the following terms &conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a for a period of one year commencing on day of ..... and ending on the day of ..... It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY with SECOND PARTY shall ipso-facto stand terminated on the last working day i.e. on----- and information / notice shall not be necessary:

Provided that for extension / renewal of contract period the HOD shall issue a certificate that the service and conduct of the contract appointee was satisfactory during the year and only then the period of contract is to be renewed/ extended.

2. The contractual amount of the First Party will be per month (which shall be 60 % of the first cell of the applicable level of pay matrix of the corresponding cadre , as per H.P. Civil Services (Revised Pay) Rules, 2022).

3. The service of contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance / conduct of the contract appointee is not found satisfactory. In case the contract appointee is not satisfied with the termination orders issued by the Appointing Authority, he / she may prefer an appeal before the Appellate Authority who shall be higher in rank to the appointing authority, within a period of 45 days , from the date on which a copy of termination orders is delivered to him / her.

4. The Contract appointee will be entitled for one day 's casual leave after putting one month's service, 10 days ' medical leave and 5 days' special leave, in a calendar year. A female contract appointee with less than two surviving children may be granted maternity leave for 180 days '. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of the number of surviving children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Government Medical Officer. A contract employee shall not be entitled for medical re-imburement and LTC etc. No leave of any other kind except above is admissible to the contract appointee.

Un-availed casual leave, medical leave & special leave can be accumulated upto the Calendar Year and will not be carried forward for the next Calendar Year.

5. Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. However , in exceptional case s where the circumstances for un-authorized absence from duty were beyond his / her control on medical grounds such period shall not be excluded while considering his / her case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. However , the contract appointee shall not be entitled for contractual amount for this period of absence from duty:

Provided that he / she shall submit the certificate of illness / fitness issued by the Medical Officer, as per prevailing instructions of the Government.

6. An official appointed on contract basis who has completed three years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative ground.

7. Selected candidate will have to submit a certificate of his/her fitness issued by a Medical Board in case of a Gazetted Government servant and by Government Medical Officer in the case of a Non-

Gazetted Government servant. In case of women candidates who are to be appointed against posts carrying hazardous nature of duties, and in case they have to complete a period of training as a condition of service, such women candidate, who as a result of tests is found to be pregnant of twelve weeks standing or more shall be declared temporarily unfit and her appointment shall be held in abeyance until the confinement is over. Such woman candidate be re-examined for medical fitness six weeks after the date of confinement, and if she is found fit on production of medical fitness certificate from the authority as specified above, she may be appointed to the post kept reserved for her.

8. Contract appointee shall be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counter-part official at the minimum of pay scale.

9. The Employees Group Insurance Scheme as well as EPF /GPF will not be applicable to contractual appointee(s).

**IN WITNESS**, the **FIRST PARTY AND SECOND PARTY** have herein to set their hands the day, month and year first, above written .

**IN THE PRESENCE OF WITNESS:**

1 .....

(Signature of the FIRST PARTY)

2 .....

(Name and Full Address)

**IN THE PRESENCE OF WITNESS:**

1 -----

(Signature of the SECOND PARTY)

(Name and Full Address)

2 -----

(Name and Full Address)

**DECLARATION TO BE SIGNED BY THE CANDIDATE**

A. I hereby declare that I am selected for the post of MLT Gr-II and joined my duty today on (dated) .....,I am willing to work at Name of institution).....District.....

B. I hereby declare that the information given/ documents submitted by me at the time of joining is true, complete and correct to the best of my knowledge and belief and that nothing has been concealed or distorted. If any point of time, I am found to have concealed/distorted any information or given any false statement, my appointment shall liable to be summarily terminated without any notice or compensation and legal action as per rule be taken.

(Name & Signature of the Applicant)

Address