

PROCEEDINGS OF THE MEETING HELD UNDER THE CHAIRMANSHIP OF SHRI V.C.PHARKA, IAS, CHIEF SECRETARY WITH HIMACHAL PRADESH SECRETARIAT SERVICES EMPLOYEES (CLASS-III) ASSOCIATION ON 1ST OCTOBER, 2016

Following were present:-

(a) Officers

1. Shri Tarun-Shridhar, IAS, Additional Chief Secretary (Personnel).
2. Dr. Shrikant Baldi, IAS, Additional Chief Secretary (Finance)
3. Shri Mohan Chauhan, IAS, Secretary (SA).
4. Shri Akshay Sood, IAS, Spl. Secretary (Finance)
5. Dr. Ashwani Kumar Sharma, HAS, Spl. Secretary (SA)
6. Shri Sachin Kanwal, HAS, Jt. Secretary(RD)
7. Shri O.P.Sharma, HPSS, Dy. Secretary(Finance)
8. Shri Surinder Thakur, HPSS, Under Secretary(GAD)
9. Shri Kanwal Arora, HPSS, Under Secretary(SA)
10. Smt. Pushplata Singha, HPSS, Under Secretary (SA)

(b) Association Office bearers

1. Master Devi Singh, President.
2. Smt. Rita Walia, Sr. Vice President.
3. Shri Kamal Jeet Singh, Vice-President.
4. Shri Jyoti Chauhan, General Secretary.
5. Shri Kamal Krishan Sharma, Joint Secretary.
6. Shri Ranjeet Singh, Member.
7. Shri Raman Sharma, Member.
8. Shri Sudarshan Sharma, Member.
9. Shri Pratap Singh, Member.
10. Shri Ramesh Chand, Member.
11. Shri Rakesh Kumar, Member.
12. Shri Surender Mohan Sharma, Member.
13. Shri Milap Chand, Member.
14. Smt. Soniya, Member.
15. Shri Bhuteshwar Chauhan, Member (HPPSC).
16. Shri Vidya Dhar, Member (Lokayukta).
17. Shri Lej Ram Saini, Member (Estate Office).

At the very outset, Secretary (SA) welcomed the Chief Secretary, officers and members of the Association. The President of the Association Master Devi Singh also welcomed the Chief Secretary, Officers and all officials. Thereafter, the meeting commenced as per the demand charter:-

Item No.	Item	Decision arrived on	Action to be taken by
1.	Implementation of demands of discussed/agreed in the previous meeting of the Association	Secretary(SA) intimated that most of the demands in the previous meeting of the Association have been included in the present demand charter and rest of the demands have been decided. Hence, the item was dropped.	No action is warranted.
2.	Framing of Separate R&P Rules for all	Secretary (SA) informed	Secretariat

	<p>categories of HP Secretariat instead of Common R&P Rules:- The R&P Rules for the posts of Clerk has been finalized. Now, the R&P Rules for Sr. Assistant and Supdt. are required to be amended.</p>	<p>that the proposal for separate R&P Rules for the post of Superintendent Gr. II has been rejected by the Finance Department. Also, the separate R&P Rules for the post of Sr. Assistant are in the pipeline.</p> <p>It has been decided to examine the matter.</p>	Administration
3.	<p>Filling up of vacant posts of Clerks in HP Secretariat on regular basis in future:- The vacant posts are required to be filled up on regular basis instead of contract so as to encourage the sanctity of the apex institution as per analogy of Vidhan Sabha and High Court.</p>	<p>It was assured to examine the proposal as and when received from the Secretariat Administration.</p>	Personnel/ Secretariat Administration
4.	<p>Regularisation of services of Contract Employees appointed in Secretariat in Relaxation of Rules in view of peculiar functioning of the Secretariat:- The R&P Rules of Clerks have now been amended by making separate rules for Secretariat Clerks. The incumbents already posted in H.P. Sectt. needs to be regularised due to shortage of Sr. Assistants. If the services of Clerks are not regularised then these incumbents will be eligible for the post of Sr. Assistants after 15 years and posts will remain vacant for 15 years.</p>	<p>It was informed that the demand can not be accepted as it will have wider implications in the State and it will be against the contract policy as we can not have two policies within the system.</p> <p>Hence, the item was dropped.</p>	
5.	<p>Creation/Posting of 10 posts of Law Officers in Heavy Departments having a lot of litigation work:- This demand has already been accepted by the administration in principal in view of heavy litigation work in the branches which needs to be implemented at once as there is no any financial implication.</p>	<p>10 posts of Law Officers have been created.</p> <p>Hence, the item was dropped.</p>	
6.	<p>Regarding grant of mobile allowance to the employees of the Secretariat on the analogy of officers:- The Branch Officers as well Administrative Secretaries discussed the matter telephonically on the mobiles phones of assistants most of the time. The assistants some time have to call to the concerned department in the fields from their own phone. Hence</p>	<p>After deliberations, it was decided that the demand can not be accepted as it will have wider implications as similar demand will also follow from the field staff. Moreover zero facility has been provided in all sections. After discussion, it was decided to extend the</p>	Telephone Section

	the mobile phone allowance be granted to employees of H.P. Secretariat.	time limit of zero facility upto 8 P.M. instead of 5.00 P.M. & locking facility be also provided on the phones in Sections. Hence, the item was dropped.	
7.	To grant of Special Pay/Remuneration to the staff working in legal cells in HP Secretariat on the analogy of Fin. & Cash branches:- There is 4-5 legal cells in H.P. Secretariat and staff working in these branches are being playing vital role to dispose of the court matters and they have to visit/run now and then to High Court and Ld. Tribunal. Even expends their own money for filing appeal etc. Being a sensitive branches the employes posted in such sections need to be encouraged.	After detailed deliberations, it was decided to examine the proposal.	Finance Department.
8.	Transformation of the office of the Hon'ble Ministers from a Cell into Section:- The office of Cabinet Minister's are headed by the Superintendents. The S.O. may be posted in these offices on the analogy of Chief Minister's office.	It was decided that the matter will be examined on merit.	Secretariat Administration.
9.	Immediately issuing seniority lists of Clerks, Sr. Assistants and Superintendents and grant of placement, confirmation etc.:- The seniority of Clerks needs to be finalised immediately. As the seniority is pending for finalisation for last many years. The promotions have also been made on adhoc basis which needs to be confirmed.	The Secretary (SA) informed that the seniority list of the Superintendent Gr. II stands finalized. However, the seniority lists of Clerks and Sr. Assistants will be issued as and when the seniority dispute pending in the Hon'ble HPAT is sorted out/decided.	Secretariat Administration
10.	Modernisation of H.P. Sectt.:- Installation of modular furniture in all branches, improvements of water taps in bathroom, cleanliness of toilets and bathrooms, installation of Aqua Guards at every floor, providing rest room for the women working in H.P. Sectt.	The Chief Secretary assured that sufficient funds will be provided for modernisation of HP Secretariat. The issue of upkeep of toilets in the Secretariat was also discussed and Chief Secretary emphasised that it was the joint responsibility of one & all to keep the toilets clean &	SA (R&I-II)

		<p>well maintained. We have to follow a definite code of conduct in this regard.</p> <p>It was also decided that duty officers upto the level of Jt. Secretary be appointed by rotation to check the cleanliness on each floor. SAD will display the check list in the toilets.</p>	
11.	<p>Providing of Bus facilities to Secretariat Employees :- The bus facility is the necessity of the hour to the employees of the Sectt. on the analogy of other institutions from different places i.e. from Malyana, Tutikandi, Sanjauli and other places and back/</p>	<p>It was observed that at present 67 routes are available during morning rush hours which are sufficient to meet the requirement. However some of the members stated that from certain areas bus service was poor.</p> <p>It was decided that the association will supply the list of underserved & unserved areas whereafter Managaing Director, HRTC, Director, Transport be requested to take follow up action.</p>	Association
12.	<p>Creation of separate pool for the employees of Secretariat for House Allotment:- This office is the only office where employees have to serve/work in Shimla being non-transferable job. The employees of other departments manage the houses which some time remain vacant on transfer. It has also come to the notice some of the incumbents have let out their houses when they are transferred out of Shimla and making money by fraudulent means.</p>	<p>After deliberations, it was decided that the satisfaction level in respect of HP Secretariat Employees is much more as compared to other employees stationed at Shimla. Hence, there is no need to change present system.</p> <p>Hence, the item was dropped.</p>	
13.	<p>Enhancement in the Grade Pay :- The Librarian, Gate Keeper, Care Taker, Book Binders, Daftaris, Cash Messenger, Furniture Supervisor and other such category who have been deprived of grade pay even after promotion to Class-III category needs to be enhanced.</p>	<p>The ACS(Finance) assured to examine the demand with regard to enhancement of Grade Pay for Librarians. Further, new pay scales are in offing, hence, it was decided to defer the proposal of Grade Pay for other categories.</p>	Finance Department.
14.	<p>The conditions of two years of regular service for grant of higher pay band and grade pay in respect of</p>	<p>The ACS (Finance) intimated that the LDR is special dispensation to the</p>	

	Clerks appointed through LDR and promoted from Class IV to the post of Clerks, may be deleted from the pay revisions orders immediately. These employees have already rendered regular services and the condition of two years needs to be exempted.	Class-IV employees and the condition of two years is also applicable to number of other categories. Hence, the demand can not be acceded to as it will have wider implications. Hence, the demand was dropped.	
15.	Shifting of RD Branch from Kasumpti to Secretariat Complex :- Implementation of decision regarding shifting of RD branch.	The demand has been agreed in principal.	SA-R&I-II
16.	The Cyclostyle machines/Photostat machines may be installed in Armsdale Building in view of the importance of work especially during Vidhan Sabha Session.	The demand was accepted and the Chief Secretary directed to work out the modalities for installation of Cyclostyle & Photostat machines in Armsdale building also. It was also decided to provide sufficient number of ladders in branches.	SA-R&I-I
17.	Grant of Secretariat Pay, HRA & Medical Reimbursement facility to the Clerks appointed in the HP Secretariat on contract basis.	ACS (Finance) assured that the matter will be examined on merit.	Finance Department.
18	Training to the Sectt. employees, exposer and touring thereof.	It was decided that the matter will be examined on merit.	Secretariat Administration.
19.	Creation of one post of Sports Welfare Officer:- In H.P. Sectt. sports activity is controlled by Sports Board. The employees of Sectt. are being visiting different places of the country in sports event. There are 11 different sports clubs under Sports Board. To look after the sports activities and the interest of the employees/players, one post of Sport Welfare Officer in the pay scale of Section Officer needs to be created.	After detailed deliberations, it was decided that there is no necessity for the post of Sports Officer in HP Secretariat. Special increments have already been sanctioned to the official concerned in recognition of his achievements in sports. However, matter will be taken up with Department of YSS for his adjustment there. Hence the item was dropped.	S.A.S.-I/Y.S.S.
20.	Enhancement the limit of loans:- The limit of personal loan has been restricted to one lakh only the educational loan has been restricted to 75,000/- as well the Departmental	It was decided that demand will be considered at the time of revision of pay scales. The ACS(Finance) also	Finance Department

	HBA is being sanctioned upto 34 times of basic excludes even grade pay. With the passage of time and need of hour, these all limits need to be enhanced.	informed that enhancement of limit of Education loan with interest subsidy is under consideration with the Government.	
20-A.	Regarding volunteer retirement:- The technical employees like doctors & engineer on whom training the Govt. has invested handsome money have rightly been deprived of this scheme. But ministerial staff deserves to be given this benefit after rendering the services of 20 years.	After discussion on the item, it was decided to drop it.	
21.	Dismantling of press block:- Dismantling of press block and construct new building will provide sufficient accommodation.	After deliberations, it was decided to complete the projects in pipeline, first. Hence, the item was dropped.	
22.	Parking issue in HP Secretariat premises:- The newly constructed parking of Tourism be allotted the employees of H.P. Sectt. due shortage of parking facility.	After deliberations, it was decided that the parking of Tourism can not be allotted to the HP Secretariat staff. However, the parking problem will be resolved amicably. It was decided that vehicles should not be parked in Secretariat Parking after office hours and defaulters be dealt with sternely through Police.	SA-R&I-II
23.	Improvement of working condition in HP Sectt.:- For betterment of working condition following facilities are required to be provided: New computer system as inbuilt system and en-computing systems are very slow. Issue new printers of heavy duty in heavy branches, improvement of stationery, laying of PVC sheets in each room etc.	After deliberations, it was decided that needful be done wherever required to improve the efficiency and working conditions in HP Secretariat.	SA-R&I-I
24.	Regarding posting of Sectt. staff with Chairman & Vice-Chairman :- No staff should be posted with the Chairman/Vice-Chairman due to shortage of staff from Sectt. Cadre as well no accommodation should be given to the Chairman/Vice-Chairman within the premises of Sectt. it is suggested that concerned	The Chief Secretary assured that the matter will be looked into.	SAS-I and SA-R&I-II
25.	Framing of Separate R& P Rules for	The ACS (Personnel)	Personnel




	all the Categories in place of Common R&P Rules in HP Public Service Commission	assured to examine the matter on merit.	Department/HPPSC
26.	Upgradation of 04 posts of Superintendent Grade-II to the post of Assistant Registrar (Secrecy) Class-I Gazetted in HPPSC	The ACS(Personnel) assured that the proposal will be examined as and when received from HPPSC.	Personnel Department/HPPSC
27.	Creation of one post of Joint Secretary (Non-HAS) in lieu of abolished posts in HPPSC	The demand was not agreed to and hence, dropped.	
28.	Modernisation of remaining branches of HP Public Service Commission :- To improve the working conditions in HPPSC some of its branches have been modernized by providing modular furniture but four branches still needs to be modernized.	The ACS(Personnel) assured that sufficient funds will be provided for modernisation of HPPSC.	Personnel Department/HPPSC
29.	Upgradation of one post of Superintendent Gr. II in Lokayukta :- There is no post of Supdt. Gr.-II in Lokayukta. The senior assistants are being promoted directed to the post of Section Officer. Hence there is stagnation in promotion avenues. One post of Sr. Asstt. Is required to be upgraded to the post of Supdt. Gr.-II at the earliest.	The ACS(Finance) intimated that the demand has been accepted by the Finance Department and further action is to be taken by the Home Department.	Home Department/Lokayukta.
30.	Creation of one post of Librarian in HP Lokayukta :- The Lokayukta has got very big Library in which books of worth lacs are lying. Lokayukta needed to be upto dated with the national and international events and to run the Library in dignified and proper manner. Hence one post of Librarian needs to be created and filled up from amongst the present eligible ministerial staff of this office.	It was decided that the matter will be examined as and when the proposal is received from Lokayukta.	Lokayukta
SUPPLEMENTARY DEMAND CHARTER			
32	Regarding bifurcation of heavy branches of the Secretariat:- The branches like Health, PWD, Education, Home-A, Forest and I&PH branches of Secretariat are having heavy work load as compare to the staff strength sanctioned to these branches and needs immediate steps to be taken to bifurcate the branches.	Secretary(SA) has informed that creation of another Section in PWD is already under consideration and for rest the demand will be examined on merit.	S.A.S.-I
33.	Appointment of Compassionate grounds:- The State Govt. recently has taken decision not to offer appointment to those dependents of	The ACS(Finance) intimated that this limit has been fixed in view of interests of deceased dependents. It is	

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	the employees when Govt. Employee dies after attaining age of 50 years. This decision needs to be reviewed at the earliest in interest of justice. Due to this decision of the govt., there is resentment amongst employees.	not advisable to review the decision. Hence, the item was dropped.	
34.	Regarding replacement /installation of Aqua guard with heavy duty in H.P. Sectt:- The acquaguard installed in the secretariat premises are of very poor quality and of very small quantity. The association time and again has requested to install the purifier of heavy duty but these (installed one) has been installed without the consent of Association. The employees of the Sectt. are facing difficulty as the capacity of one purifier is only 7-litre which could not even serve the purpose of one branch, hence needs to be replaced immediately.	The demand was agreed. Simultaneously, the concerned department will ensure its proper maintenance, in future.	SA-R&I-II
35.	Creation of Ex-Cadre posts of Supdt. Gr.-II in the Directorate of Estate:- The employees of this directorate are facing acute stagnation as the Clerk/Jr. Assistants and Sr. Assistants after completion of 28-32 years of service are not getting any promotion due to small cadre posts for promotional avenues, whereas their counterparts in other deptt. are getting further promotion as Supdt. Gr.-II or section officer after 20-25 years of service. Therefore at least 3 posts of Supdt. Gr.-II (Ex-Cadre) may be got created to redress the stagnation to some extent. Also Secretariat Pay be provided to the employees of Estate Office on the analogy of Lokayukta, Governor house as this office is functioning as allied office of H.P. Sectt. under the overall control of GAD.	It was decided that the demand will be looked into as and when the proposal is received.	Director, Estates
36.	Regarding filling up of vacant posts of Sr. Asstt. by giving one time relaxation:- A number of vacant posts of Senior Assistants are lying vacant in H.P. Secretariat due to which the work of the branches are suffering badly. The Association is of the view that as per past practice the vacant posts of	After deliberations, it was decided that the demand will be looked into on merit.	S.A.S.-I

	Sr. Assistants be filled up by relaxing R&P Rules.		
37.	Regarding proposal for construction of one additional room for Block No. 3 & 4 in Transit accommodation at Kasumpti (Mehli):- The proposal for constructing one additional room for Block No. 3 & 4 in Transit accommodation at Kasumpti (Mehli) is under consideration at Govt. Level. It has been gathered that this scheme has already been budgeted during FY 2016-17 and simultaneously the PWD has also prepared estimate for the proposed additional construction (one room). Further the proposal has been submitted to the Govt. for administrative approval/expenditure sanction. It is therefore requested to approve the same at the earliest.	It was decided that proposal be expedited by GAD.	GAD-D

The meeting ended with a vote of thanks to and from the chair.

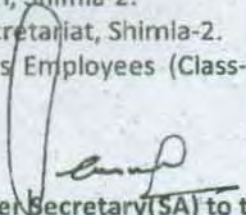

Secretary(SA) to the
Government of Himachal Pradesh.

10th October, 2016

Endst. No. Per (SAS-I)B(15)-14/2014. Dated, Shimla-2

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

1. The Additional Chief Secretary(Personnel) to the Government of Himachal Pradesh, Shimla-2.
2. The Additional Chief Secretary (Finance) to the Government of Himachal Pradesh, Shimla-2.
3. The Pr. Secretary (Home) to the Government of Himachal Pradesh, Shimla-2.
4. The Special Secretary(SA) to the Government of Himachal Pradesh, Shimla-2.
5. The Under Secretary (SA/Telephone) to the Government of Himachal Pradesh, Shimla-2.
6. The Under Secretary(GAD) to the Government of Himachal Pradesh, Shimla-2.
7. The Director, Estate, Himachal Pradesh, Shimla-2.
8. The Director, YSS, Himachal Pradesh, Shimla-2.
9. The Secretary, HP Public Service Commission/Lokayukta, Himachal Pradesh, Shimla-2.
10. Private Secretary to Chief Secretary, Himachal Pradesh, Shimla-2.
11. Private Secretary to Secretary (SA/GAD), Himachal Pradesh, Shimla-2.
12. The Section Officers, SAS-I/R&I-I/R&I-II/Telephone, HP Secretariat, Shimla-2.
13. The President/General Secretary, HP Secretariat Services Employees (Class-III) Association, Shimla-2.
14. Guard file.


Under Secretary(SA) to the
Government of Himachal Pradesh.