

No.Per(AP.B)B(15)-5/2013
Government of Himachal Pradesh
Department of Personnel
Appointment-II

Dated Shimla-171 002, 14th November, 2013

From

Chief Secretary to the
Government of Himachal Pradesh

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh
2. All Special/Additional/Joint/Deputy/Under Secretaries to the Government of H.P.
3. All Divisional Commissioners in H.P.
4. All Heads of Departments in H.P.
5. All the Deputy Commissioners in H.P.

Subject:

Regarding timely convening of meeting(s) of Departmental Promotion Committee and monitoring by Nodal Officer - instructions thereof.

Sir,

I am directed to invite your attention to the subject cited above and to say that as per procedure laid down, the meeting of Departmental Promotion Committee is required to be convened at regular annual intervals to draw panels which could be utilized for ordering promotions against the vacancies occurring during the course of a year. Time-schedule for holding the meetings of the DPC for promotion to the posts falling within the purview of the Department concerned or HPPSC has been devised from time to time. The meetings of the DPC in respect of posts falling within the purview of Department are to be held once in a year in the month of April, as far as possible, for all the existing and anticipated vacancies. In so far as the meetings of the DPC for posts falling within the purview of Himachal Pradesh Public Service Commission are concerned, the time schedule has been spread over the month from April to December every year. In the past, the decision of the

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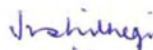
Government to the effect that DPC should be convened regularly every year and the authorities should also ensure that action to convene DPC meeting is initiated well in advance of the expiry of the previous panel, has also been circulated. It was also decided that each department should make one of their officers responsible and appoint him as Nodal Officer for monitoring the holding of DPC meetings regularly.

2. It has come to the notice of the Government that the DPC meetings are not convened in time despite clear cut decision/instructions of this Department issued from time to time resulting different legal / administrative problems and also unnecessary litigation. The delay in convening of DPC meetings results not only in financial loss to the incumbents but also affect in their future career in as much as their promotion to the next higher grade is concerned.

3. It is once again emphasized that henceforth all departments will ensure the convening of DPC meeting at regular intervals as indicated / prescribed from time to time. It is further reiterated that all the departments will appoint a Nodal Officer for monitoring the DPC meeting regularly and in time. In case of delay in holding the DPC, the Nodal Officer so appointed and/or any other erring officer/official will be held responsible and liable to disciplinary action.

4. These instructions may be brought to the notice of all concerned for guidance and strict compliance.

Yours faithfully,



(S.K.B.S Negi)

Principal Secretary (Personnel) to the
Government of Himachal Pradesh
Phone No. 0177 - 2621897

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14th
Endst No.Per(AP.B)B(15)-5/2013 dated Shimla-2, Nov.,2013

A copy is forwarded to:

1. The Secretary, HPPSC, Shimla-2 for information.
2. All Section Officers in H.P. Secretariat, Shimla-171 002.
3. Branch Guard file.



(Prem Singh Thakur)
Under Secretary (Personnel) to the
Government of Himachal Pradesh
Tele fax No. 0177 - 2624183.
