

No. HOM(HC)H(B)(15)9/2020- 4438
Directorate of Home Guards & Civil Defence
Himachal Pradesh

From

The ADG-cum-Commandant General,
Home Guards & Civil Defence, HP.,
Shimla-171001.

To

The Addl. Chief Secretary (Home) to the
Govt. of Himachal Pradesh, Shimla-2.

Dated Shimla-1, the 28th September, 2020

Subject:- Regarding filling up of vacant post of Cleaner (Class-IV) in the Home Guards & Civil Defence Department.

Sir,

It is stated that 12 posts of Cleaner have been sanctioned in this department, out of 12 sanctioned posts 12 are lying vacant which are required to be filled up by direct recruitment on contract basis.

It is, requested that the approval of the Govt. to fill up 12 vacant posts of Cleaner on contract basis may kindly be conveyed to this office.

As desired, the Checklist proforma and details of year-wise vacancies that fell vacant in respect of Cleaner (Class-IV employees) in this department is enclosed herewith.

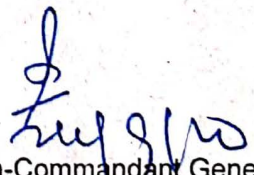
Encls: As above

Yours faithfully,


ADG-cum-Commandant General,
Home Guards & Civil Defence,
Himachal Pradesh, Shimla-1.

PROFORMAFILLING-UP OF POST(S)

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|--|--|
| 1. Check-list should be kept in view. | Check-list has been kept in view. |
| 2. Description of the posts to be filled-up. | Cleaner |
| 3. Total staff strength of the Deptt. Concerned including all the categories. | List attached as Annexure 'A' |
| 4. How the work is presently being managed and why cannot this be continued in future? | A total of 12 posts of Cleaner have been sanctioned to this Department. All the post are lying vacant. Due to large number of vacancies in the cadre of Cleaner, it has become extremely difficult to maintain and ply the heavy vehicles. The job of Cleaner is to clean the vehicles and to assist the driver. This work is presently being managed by the Home Guards volunteers, but for the out station duties they are not entitled for TA hence causing financial hardship to them. In view the responsibility and nature of duties, this practice cannot be continued for a long period. |
| 5. Can't it be assigned to the incumbents of the Other categories? Why? | There is a shortage of Class-IV employees in the department, moreover, the post of Cleaner is functional and hence the charge of this post cannot be given to the other employees. |
| 6. Financial implication calculated annually on each post(s) if the posts are filled on contract basis | B.Pay + G.P. = Total ₹ 4900 + 1300 = ₹ 6200 /- ₹ 6200 x 12 = ₹ 74,400/- (monthly) ₹ 74,400 x 12 = ₹ 8,92,800/- (annually) out of this 25% i.e. ₹ 2,23,200/- will be shared by the Central Government on reimbursement basis. |


 ADG-cum-Commandant General,
 Home Guards & Civil Defence,
 Himachal Pradesh, Shimla-1.

The year-wise vacancies of Cleaner in the Home Guards and Civil Defence Department

| Sr. No. | Year | No. of vacancies | Remark(s) if any |
|---------|--------------------------|------------------|---|
| 1. | 01-01-2019 to 31-12-2019 | 01 | All posts are required to be filled by direct recruitment |
| 2. | 01-01-2018 to 31-12-2018 | 01 | |
| 3. | 01-01-2015 to 31-12-2015 | 01 | |
| 4. | 01-01-2013 to 31-12-2013 | 01 | |
| 5. | 01-01-2012 to 31-12-2012 | 02 | |
| 6. | 01-01-2010 to 31-12-2010 | 01 | |
| 7. | 01-01-2007 to 31-12-2007 | 03 | |
| 9. | 01-01-2006 to 31-12-2006 | 01 | |
| 10. | 01-01-2005 to 31-12-2005 | 01 | |
| | Total | 12 | |