

No. Per(AP-B) B(2)1/2019
Government of Himachal Pradesh
Department of Personnel
Appointment-II

From

The Additional Chief Secretary (Personnel) to the
Government of Himachal Pradesh

To

- (i) All Administrative Secretaries to the
Government of Himachal Pradesh,
Shimla-171002
- (ii) All Heads of Department in HP

Dated Shimla-171 002,

20 -05-2019

Subject: **Regarding placing requisition with the Recruitment Agencies for filling up of posts through direct recruitment.**

Sir,

I am directed to refer to the subject cited above and to say that it has been observed that while placing requisition(s) with the Recruitment Agencies i.e. HP Public Service Commission and HP Staff Selection Commission for recommending recruitment to posts to be filled up through direct recruitment, the information to be provided in Standard prescribed format i.e. HPPSC Form-23 is not being given accurately rather incomplete information is given as a result of which the process for recruitment is delayed enormously. It takes months together to start recruitment process only because of the fact that incomplete proposal is sent. Government is taking effective measures for filling up vacant post to be filled up through direct recruitment in order to fill the gap but due to the said reasons, recruitment process is being delayed which is defeating the propose resulting hampering in the pace of development. The deficiency was also discussed in a meeting held on 4th February, 2019 under the Chairmanship of Chief Secretary wherein it was decided that instructions may be imparted to all department to sort out the issue.

2. In view of position narrated above, all the Departments are advised to adhere to the procedure prescribed for sending requisition(s) to the Recruitment Agencies and ensure providing accurate and complete

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information in the prescribed HPPSC form-23. Besides up, up-to-date notified/published copy of R&P Rules and the exact "**Essential Qualification**" as prescribed for direct recruitment in the R&P Rules may invariable be incorporated in the prescribed Form so as to avoid any litigation.

3. These instructions may kindly be adhered to strictly.

Yours faithfully,


(O. P. Bhandari)

Deputy Secretary (Personnel) to the
Government Of Himachal Pradesh

Endst. No. As above Dated Shimla 171002, 20 the May, 2019

Copy to:-

1. The Secretary, HP Public Service Commission, Nigam Vihar, Shimla-171002.
2. The Secretary, HP Staff Selection Commission, Hamirpur.


(O. P. Bhandari)

Deputy Secretary (Personnel) to the
Government Of Himachal Pradesh