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NO.PER(AP-II)B(2)-5/86-III
Government of Himachal Pradesh
Department of Personnel(AP-III)

....

Dated Shimla-171002, the 30th November, 1996.

From

The Chief Secretary to the
Government of Himachal Pradesh.

To

1. All the Financial Commissioners-cum-Secretaries to the Government of Himachal Pradesh.
2. All the Commissioners-cum-Secretaries to the Government of Himachal Pradesh.
3. All Divisional Commissioners in Himachal Pradesh.
4. All Deputy Commissioners in Himachal Pradesh.
5. All Heads of Departments in Himachal Pradesh.

Subject:-

Regularisation of services of adhoc appointees-
Instructions thereof.

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Sir,

I am directed to say that the matter regarding regularisation of services of adhoc appointees working in various Departments had been under active consideration of the Government and it has, now, been decided by the Government that the services of all categories of adhoc employees in Class-I, II, III & IV shall be regularised from the date of issue of these instructions subject to the fulfilling of following norms/terms and conditions:-

1. Services of all such adhoc employees who have completed 5 years continuous service on or before the date of issue of these instructions, shall be regularised subject to the number of vacancies available;
2. They must possess the essential educational qualifications i.e. both academic and professional and should be within the age limits as prescribed in the Recruitment and Promotion Rules at the time of adhoc appointments;
3. Services of only such adhoc employees shall be regularised who have been recruited/ working against regular permanent/temporary posts;

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4. The employees shall be regularised against the posts/vacancies of relevant categories. The employees of general category may be regularised in excess of their quota with the clear stipulation that in future recruitments only the candidates from reserved categories will be appointed until the backlog arising out of utilisation of reserve category vacancies by general category adhoc employees is cleared;
5. Those adhoc employees who have not completed 5 years service on the date of issue of these instructions will continue to work as such provided they fulfil the requisite qualifications as mentioned above. Their services shall, however, be regularised as and when they complete the minimum requirement of 5 years service.
6. The services of those adhoc employees who have completed 5 years of service but do not fulfil the requisite qualifications as mentioned vide Sr.No.2 above, will not be terminated and they will be given one year's time to acquire the requisite qualifications from the date of issue of these instructions for the regularisation of their services.
7. The seniority of the adhoc employees as are regularised under this policy vis-a-vis employees appointed on regular basis shall be determined on the date of issue of these policy instructions. The inter-se-seniority of such adhoc employees shall be determined in accordance with the date of joining the post on adhoc basis. If the date of joining the post(s) on adhoc basis by such adhoc employees was the same, then the older employee shall rank senior to an employee younger in age. If the date of joining of the direct recruit and date of regularisation of adhoc employee is the same, the direct recruit shall rank senior.
8. The Department(s) shall be required to make prior consultation with the H. P. Public Service Commission for regularisation of services in case of those posts which fall within the purview of the H.P. Public Service Commission.

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9. In pursuance of these instructions the Departments concerned shall be competent to issue formal orders for the regularisation of the services of individual employees at their own level.

It is requested that these instructions may be brought to the notice of all concerned under you, for strict compliance.

Receipt of the letter may kindly be acknowledged.

Yours faithfully,



(J.R. Gatta)

Joint Secretary (Pers.) to the
Government of Himachal Pradesh.

Endst.No. PER(AP-II)B(2)-5/86-III, Dated Shimla-2, the 30/11/1996.

Copy forwarded to:-

1. All the Section Officers in Himachal Pradesh Secretariat, Shimla-171002 for necessary action.
2. Guard File (500 Spare Copies).


(J.R. Gatta)

Joint Secretary (Pers.) to the
Government of Himachal Pradesh.