

No. Per(AP.B) A(3)-10/75-III  
Government of Himachal Pradesh  
Department of Personnel  
Appointment-II

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Dated Shimla-171 002, 12<sup>th</sup> December, 2017

From

Chief Secretary to the  
Government of Himachal Pradesh

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh
2. All the Heads of Departments in HP.
3. All the Divisional Commissioner in H.P.
4. All the Deputy Commissioners in H.P.

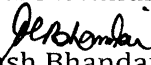
Subject: Ensuring presence of government servants especially the field/village government servants posted in the far-flung and backward areas.

Sir/Madam,

I am directed to invite your attention to the subject cited above and to say that the Hon'ble High Court of H.P. while deciding RSA No. 32 of 2017 on 18-09-2017 has put forth some suggestions (copy of Para 6 & 7 of the order ibid annexed for ready reference at Annexure "A") and directed that a suitable mechanism be developed for monitoring and ensuring the presence of field level government employees especially those posted in the far-flung, rural and backward areas.

2. Accordingly, it is impressed upon all the Heads of Departments to ensure punctuality and regular attendance of government servants under their control and to develop a mechanism for monitoring and ensuring the presence of field level government employees especially those who are posted in far-flung, rural, backward areas and tribal areas of the State at their place of postings in consideration of the suggestions mentioned above, taking advantage of advancement in field of technology and through online bio-metric system etc. so as to ensure minimum inconvenience and hardship to the people residing there. Any deviation of the above shall be seriously viewed and render liable for disciplinary action against defaulting officer(s)/official(s). Please acknowledge the receipt.

Yours faithfully,

  
(Om Prakash Bhandari)  
Deputy Secretary (Personnel) to the  
Government of Himachal Pradesh  
Tel No. 0177 - 2626097

Para 6 : Some of the suggestions put forth, are as under:

1. Information regarding field movement of Secretaries, Takniki Sahayak and Gram Rojgar Sewak should be placed by the respective official on the Notice Board at a conspicuous place in the Gram Panchayat Ghar.
2. Tentative tour programme of Panchayat Secretary, Gram Rojgar Sewak and Takniki Sahayak should be submitted to the BDO and same should be placed at the notice board of respective Panchayat Ghar.
3. Tour diary and attendance statement of Panchayat Secretary, Takniki Sahayak and Gram Rojgar Sewak duly attested by Pradhan should be submitted to the BDO office.
4. Telephone number of Secretary, Pradhan, BDO, Panchayat Inspector, Social Education and Block Planning Officer (SEBPO), Ladies Social Education Organiser and JEs should be painted on wall at conspicuous place in the Gram Panchayat Ghar.
5. The Officer/Officials should be readily available on the Telephone/Mobile Numbers.
6. Wall writing of BPL families, beneficiaries of Awas Yojna, Development Works (head wise) must be strictly ensured in every Panchayat Ghar to ensure transparency in the working of Gram Panchayats.
7. Strengthening of Social Audit mechanism must be ensured.
8. Since this Court is oblivious to the fact that the Secretary, Takniki Sahayak etc. have not only one Panchayat to look after and, therefore, it may not be physically for them to attend every Panchayat on each working day and, therefore, the respondents could well consider fixing one date in one Panchayat where these officials should be present.

Para 7. In addition to the aforesaid suggestions, the respondents could also take advantage of the advancement in the field of technology, more particularly, in the field of communication and come up with the mobile App. for making attendance by emulating the same on the lines of the State of Telangana. In addition thereto, the respondents could very well mull a proposal for connecting not only the offices of the Panchayats, but also other Government Offices through online bio-metric system, the records whereof can be maintained at the Tehsil or District level, as according to the Director, about 98% of the Panchayats already stand connected through the Internet. That apart, the respondents could also consider having android based attendance map and still further consider having a website like that of the Central Government i.e. [www.attendance.gov.in](http://www.attendance.gov.in) wherein the details of registered employees and those present in the offices in daily basis is depicted.

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