

No. Per (AP-B)-F (1)1/2016  
Government of Himachal Pradesh  
Department of Personnel

From

The Additional Chief Secretary (Personnel) 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 H.P.
3. All the Deputy Commissioners in H.P.

Dated Shimla-171002, the 24<sup>th</sup> May, 2021

**Subject: Policy to regulate the services of Part Time Workers.**

Madam/ Sir,

I am directed to invite your attention to this Department's letter of even number dated 05-05-2020 regarding policy to regulate the services of Part-Time workers and to say that it has now been decided that Part-Time Workers completing eight years of continuous service as on 31<sup>st</sup> March, 2021 and 30<sup>th</sup> September, 2021 in all Government Departments will be converted to Daily Wagers, subject to the observance of the following terms and conditions:-

1. Part-Time Class-IV Workers after completing 8 years of continuous service as on 31<sup>st</sup> March, 2021 and 30<sup>th</sup> September, 2021 will only be made Daily Wagers. Posts so vacated by such Part Time Workers shall stand abolished.
2. The orders to this effect will be issued at the level of Heads of Departments after verifying the facts and record.
3. For determination of date of birth of the candidate concerned, the provisions as laid down in Rule- 172 of HP Financial Rules, 2009 and instructions issued under Rule 7.1 of HP Financial Rules, 1971 Vol-I shall be observed.
4. The conversion to Daily Wager status shall only be from prospective effect i.e. after the date of issuance of these orders after completion of all codal formalities.

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5. The autonomous bodies, Boards, Corporations, Universities etc. are not required to follow these orders mutatis-mutandis but should decide the same depending on their own financial position.
6. Such Part-Time Workers, who have been engaged without being sponsored by the Employment Exchange, may be given relaxation while conversion.
7. After conversion of the Part-Time Workers as Daily Wagers, the information should also be sent to the Finance Department for effective monitoring.

These instructions may be brought to the notice of all concerned for strict compliance and receipt of the same may also be acknowledged.

Yours faithfully,



**(AMARJEET SINGH)**

Special Secretary (Personnel) to the  
Government of Himachal Pradesh  
e-mail-persbr2-hp@nic.in

Endst. No. Per(AP-B)-F(1)1/2016

Dated Shimla-2, the 24<sup>th</sup> May, 2021

Copy to:-

1. The Pr. Accountant General, H.P. Shimla-171003.
2. The Finance Department (F), H.P. Secretariat, Shimla-171002.
3. Guard file/Spare copies.



**(AMARJEET SINGH)**

Special Secretary (Personnel) to the  
Government of Himachal Pradesh