
No.Per(AP-B)A(3)-4/2005 Dated: Shimla-171002 20th April, 2006.

NOTIFICATION

In pursuance of the notification published in the Gazettee of India Extra Ordinary Part-II No. 25 Rajpatra-31, 1927(SAKA) Right to Information Act 2005 No-22 of 2005 dated 15th June, 2005, the Governor Himachal Pradesh is pleased to declare the Principal Secretary/ Secretary(Personnel) to the Government of Himachal Pradesh as “**Public Authority**” at Government Level who shall be responsible for discharging the functions of Public Authority under the various provisions of the Act ibid with immediate effect in public interest.

The Governor Himachal Pradesh is further pleased to designate the following officers as Appellate Authority, Public Information Officer(PIOs and Assistant Public Information Officer(APIOs) at various levels for citizen to secure access to information under the control of public authorities for promoting transparency and accountability in the working of every public authority in the Department of Personnel with immediate effect:-

Sr No	Designation	Telephone No.	Designated as
1	Principal Secretary/ Secretary (Personnel) to the Government of Himachal Pradesh.	0177-2621877 0177-2880782	Appellate Authority.
2	Joint Secretary(Personnel)to the Government of Himachal Pradesh.	0177-2628496	Public Information Officer.
3	Deputy Secretary(Personnel) to the Government of Himachal Pradesh.	0177-2628504	-do-
4	Under Secretary (Personnel) to the Government of Himachal Pradesh.	0177-2628505	-do-
5	Controller(Finance & Accounts) Department of Personnel, H.P. Secretariat .	0177-2628495	-do-

6	Section Officer(Personnel-I)	0177-2880445	Assistant Public Information Officer.
7	Section Officer(Personnel-II)	0177-2880446	-do-
8	Section Officer (Personnel-III)	0177-2880496	-do-
9	Section Officer(Personnel-IV)	0177-2880828	-do-
10	Section Officer (Confidential Cell)	0177-2880448	-do-
11	Section Officer (Personnel Accounts)	0177-2880447	-do-

The Governor Himachal Pradesh is further pleased to publish the records and other activities of the department as required under the provisions of sub section(1)(b) of Section-4 of the Right to the Information Act, 2005 as under:-

The Chief Minister is Minister-in-charge and Chief Secretary is Head of Department of Personnel Department. The Organizational Set-up of Department of Personnel is as under :-

At Government Level

1. Principal Secretary/Secretary(Personnel) to the Government of Himachal Pradesh(as the case may be).
2. Additional/Joint/Deputy/Under Secretary (Personnel) to the Government of Himachal Pradesh(as the case may be).
3. Section Officer as Section Incharge.

The Functions of Department of Personnel are as under:-

Personnel-I

- Establishment and all allied matters in respect of Indian Administrative Service.
- Establishment and all allied matters in respect of Heads of Departments.

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Personnel-II.

- Matters relating to service rules and instructions thereunder. Advisory department for this purpose.
- Policy matters like policy regarding Compassionate Appointments, Transfer Policy and Regularization of part time workers.

Administrative Department in respect of H.P.Public Service Commission, H.P. Administrative Tribunal and Himachal Pradesh Subordinate Services Selection Board.

Personnel-III

1. Matters relating to Recruitment and Promotion Rules, Reservation in services, Regularization of daily wagers, Counting of adhoc service, Contractual appointment and ex-servicemen and Advice/clarifications sought for by various departments on these issues.
2. Meetings of Joint Consultative Committee of NGOs Federation, Himachal Pradesh Secretariat services(Class-III) Association and Himachal Pradesh (Gazetted Officers)Association.

Personnel-IV

- Establishment and all allied matters in respect of Himachal Pradesh Administrative service.
- Establishment and all allied matters in respect of Himachal Pradesh Secretariat service.

Confidential Cell

- Annual Confidential Reports of Indian Administrative Service/ Heads of Departments / Himachal Pradesh Administrative Service /Himachal Pradesh Secretariat Service officers.
- Correspondence relating to these matters is being done.

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Controller(Finance & Accounts)
Department of Personnel

- Matters relating to maintenance of service books, pay fixation, issuance of salary slips and pension cases in respect of Indian Administrative Service/Himachal Pradesh Administrative Service / Heads of Departments/Himachal Pradesh Secretariat service officers.
- Matters relating to pay fixation, issuance of salary slips and pension cases in respect of Chairman/Members of certain other institutions viz H.P.Public Service Commission, H.P.Administrative Tribunal & H.P. Subordinate Services Selection Board.

This supersedes this Department notification of even number dated 21st October, 2005.

By Order

Chief Secretary to the
Government of Himachal Pradesh

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Copy to:

1. Principal Secretary(AR)to the Government of Himachal Pradesh for information and necessary action.
2. The Controller Printing and Stationery Department, Himachal Pradesh, Shimla-5, with the request that the above notification be published in the Government Gazette.
3. All the above Officers for information and necessary action.
4. All Section Officers of Department of Personnel, H.P.Sectt. Shimla-2 for information and necessary action.

Sd/-

Under Secretary(Personnel)to the
Government of Himachal Pradesh.
